

**THE ELEVENTH JUDICIAL CIRCUIT
MIAMI-DADE COUNTY, FLORIDA**

**CASE NO. 11-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 11-72 A2
(Amending AO No. 11-72 &
AO No. 11-72 A1)**

**IN RE: DESIGNATION OF COUNTY
COURT JUDGE SHELLEY J. KRAVITZ
AS A SUBSTITUTE MEMBER OF THE
CITY OF HIALEAH, FLORIDA
CANVASSING BOARD FOR THE
PRECINCT AUDIT IN CONNECTION
WITH THE NOVEMBER 15, 2011
GENERAL ELECTION**

WHEREAS, pursuant to Administrative Order No. 11-72 and Administrative Order No. 11-72 A1, the **HONORABLE JOSEPH I. DAVIS, JR.** and the **HONORABLE CATHERINE M. POOLER**, respectively, were designated to serve as substitute members of the Hialeah Canvassing Board for the City of Hialeah, Florida General Election to be held on November 15, 2011, in order to elect the Mayor and Councilmembers; and

WHEREAS, due to a scheduling conflict, neither Judge Davis nor Judge Pooler is available to serve in such capacity at the Precinct Audit in connection with said election, to be held on Monday, November 21, 2011; and

WHEREAS, the **HONORABLE SHELLEY J. KRAVITZ** has agreed to serve in their stead;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida:

1. Judge Shelley J. Kravitz is hereby designated to serve as a substitute member of the Hialeah Canvassing Board for the City of Hialeah, Florida, for the Precinct Audit to be held on Monday, November 21, 2011, in connection with the General Election held on November 15, 2011 for the election of the Mayor and Councilmembers.
2. In such capacity, Judge Kravitz is hereby authorized to sign all documents pertaining to said election as required or as authorized by law.
3. Except as amended herein, Administrative Order No. 11-72 and Administrative Order No. 11-72 A1, remain in full force and effect.

DONE AND ORDERED in Chambers at Miami-Dade, Florida, this 18th day of November, 2011.

**JOEL H. BROWN, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

**CANVASSING BOARD SCHEDULE
HIALEAH GENERAL ELECTION – NOVEMBER 15, 2011**

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Monday, 11/7/11 10:00 a.m.	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Logic and Accuracy Test of the touch screen and optical scan voting systems to be used for early voting, absentee and precinct ballots	Canvassing Board Members or designee
Thursday, 11/10/11 10:00 a.m. through Tuesday, 11/15/11	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Pre-count Logic and Accuracy Test of the optical scan system used for absentee and provisional ballots 2. Absentee ballot opening and processing (as needed) 3. Duplication of ballots (as needed)	Canvassing Board Members or designee
Tuesday, 11/15/11 Canvassing: 6:00 p.m. to completion	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Absentee ballot opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Canvassing of presumed invalid absentee ballots and provisional ballots 4. Tabulation of results 5. <u>Unofficial</u> Results provided by the Supervisor of Elections	All Canvassing Board Members
Friday, 11/18/11 10:00 a.m. to completion	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Canvassing of provisional ballots (if needed) 2. Certification of <u>Official</u> Results, including provisionals, by the Supervisor of Elections 3. Post-count Logic and Accuracy Test of the optical scan system used for absentee and provisional ballots 4. Race and precinct(s) selection for manual post-election audit	All Canvassing Board Members
Monday, 11/21/11 2:00 p.m. to completion	Miami-Dade County Elections Department 2700 NW 87 th Ave. Miami, FL	1. Audit process starts to completion	A majority of the Canvassing Board Members or their designees

Canvassing Board Members

David Concepción, City Clerk
Bill Grodnick, City Attorney
(TBD)