

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

**CASE NO. 08-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 08-68**

**IN RE: DESIGNATION OF COUNTY
COURT JUDGE CATHERINE M.
POOLER AS SUBSTITUTE
CHAIRPERSON OF THE
CANVASSING BOARD FOR THE
MIAMI-DADE COUNTY SPECIAL
RUN-OFF ELECTION AND AS
SUBSTITUTE JUDGE FOR THE POST
ELECTION AUDIT**

WHEREAS, the **Honorable SHELLEY J. KRAVITZ** was previously designated Chairperson of the Miami-Dade County Canvassing Board; and

WHEREAS, due to a scheduling conflict, Judge Kravitz is unable to serve as Chairperson of the Canvassing Board for the Special Run-off Election for the Property Appraiser scheduled for December 16, 2008; and

WHEREAS, Judge Kravitz is also unavailable to serve as the Judge for the post election audit scheduled for December 19 through December 22, 2008; and

WHEREAS, the **Honorable CATHERINE M. POOLER** is available to serve in her stead;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, I hereby designate the **Honorable CATHERINE M. POOLER** to serve as the:

1. Substitute Chairperson of the Canvassing Board for the Special Run-off Election for the Property Appraiser scheduled for December 16, 2008; and
2. Substitute Judge for the post election audit scheduled for December 19 through December 22, 2008.

In both such capacities, Judge Pooler is hereby authorized to sign all documents pertaining to said election as required or as authorized by law and to attend all pertinent Canvassing Board activities as set forth in the Canvassing Board Schedule attached

hereto for the Special Run-off Election and as may be required for the post election audit.

DONE AND ORDERED in Chambers at Miami-Dade, Florida, this _____ day of December, 2008.

**JOSEPH P. FARINA, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

**MIAMI-DADE COUNTY CANVASSING BOARD
SPECIAL RUN-OFF ELECTION - DECEMBER 16, 2008**

The Miami-Dade County Canvassing Board will convene at the Office of the Supervisor of Elections,
2700 N. W. 87th Avenue, Miami, Florida, for the following Special Run-off Election activities:

DATE/TIME	ACTIVITY	ATTENDANCE
Monday, 11/24/08 10:00 a.m.	1. Logic and accuracy test of the touch screen and optical scan voting systems to be used for early voting, precincts and paper ballots	The Supervisor of Elections will serve as the designated Canvassing Board Member
Tuesday, 12/9/08 8:00 to 10:00 a.m.	1. Public Inspection of absentee ballots 2. Pre-count logic and accuracy test of the optical scan system used for paper ballots	Canvassing Board does not need to attend for item 1 The Supervisor of Elections will serve as the designated Canvassing Board Member for item 2
Wednesday, 12/10/08 8:00 a.m. Canvassing 10:00 a.m.	1. Absentee ballots opening and processing 2. Duplication of ballots (as needed) 3. Canvassing of presumed invalid absentee ballots	The Supervisor of Elections will serve as the designated Canvassing Board Member for items 1 and 2 All Canvassing Board Members must attend for item 3
Thursday, 12/11/08 through Monday, 12/15/08 8:00 a.m. to completion Canvassing will be scheduled as needed.	1. Absentee ballots opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Canvassing of presumed invalid absentee ballots	The Supervisor of Elections will serve as the designated Canvassing Board Member for items 1 and 2 All Canvassing Board Members must attend for item 3
Tuesday, 12/16/08 Canvassing: 6:00 p.m. to completion	1. Absentee ballots opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Canvassing of presumed invalid absentee ballots 4. Provisional ballots processing 5. Tabulation of results 6. Certification of Unofficial Results	The Supervisor of Elections will serve as the designated Canvassing Board Member for items 1 and 2 All Canvassing Board Members must attend for items 3 through 6
Thursday, 12/18/08 Canvassing: 4:00 p.m. to completion	1. Provisional ballots processing, if needed 2. Post-count logic and accuracy test of the optical scan system used for absentee and provisional ballots 3. Certification of Official Results, including provisional	All Canvassing Board Members must attend this session
Friday, 12/19/08 10:00 a.m. to completion	1. Precincts Selection for State Audit 2. Audit Process starts	All Canvassing Board Members must attend for item 1 All Canvassing Board Members or designees must attend for item 2
<u>County Canvassing Board Members</u> Honorable Shelley J. Kravitz, County Court Judge, <i>Chairperson</i> Honorable Jose "Pepe" Diaz, County Commissioner, <i>Member</i> Lester Sola, Supervisor of Elections, <i>Member</i>		
ZR: 11/13/08		