

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

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

**ADMINISTRATIVE ORDER
NO. 11-49**

**IN RE: DESIGNATION OF COUNTY
COURT JUDGES MICHAELLE
GONZALEZ-PAULSON AND DON S.
COHN AS THE SUBSTITUTE
MEMBERS OF THE CANVASSING
BOARD FOR THE HOMESTEAD
PRIMARY AND GENERAL
ELECTIONS, RESPECTIVELY**

WHEREAS, Chapter 10, Section 10-10 of the City of Homestead Code of Ordinances provides that all municipal elections shall be canvassed by the city clerk with the assistance of the Miami-Dade County Supervisor of Elections; and

WHEREAS, in order to properly manage the operation of Miami-Dade County's Election Department to include three (3) municipal elections being held on the same day as the Homestead General Election, the Supervisor of Elections, Lester Sola, requested the appointment of a County Court Judge to serve as his substitute for the canvassing board activities associated with the upcoming Homestead Primary and General Elections, to be conducted on October 4, 2011 and November 1, 2011, respectively; and

WHEREAS, the **HONORABLE MICHAELLE GONZALEZ-PAULSON** and the **HONORABLE DON S. COHN** have agreed to serve as the Substitute Members for the upcoming Homestead Primary and General Elections, respectively;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, Judge Michaelle Gonzalez-Paulson and Judge Don S. Cohn are hereby designated to serve as Substitute Members of the Canvassing Board for the Homestead Primary and General Elections, as follows:

1. On October 4, 2011 and October 7, 2011, Judge Michaelle Gonzalez-Paulson will serve as the Substitute Member for the Homestead Primary Election.
2. On November 1, 2011 and November 4, 2011, Judge Don S. Cohn will serve as the Substitute Member for the Homestead General Election.

In their respective capacity as Substitute Member, Judge Gonzalez-Paulson and Judge Cohn are hereby authorized to sign all documents pertaining to the elections or as required or as authorized by law.

DONE AND ORDERED in Chambers at Miami-Dade County, Florida, this 21st day of September, 2011.

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

**CANVASSING BOARD SCHEDULE
HOMESTEAD PRIMARY ELECTION – OCTOBER 4, 2011**

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Friday, 9/23/11 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
Monday, 10/3/11 10:00 a.m. through Tuesday, 10/4/11	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, 10/4/11 Canvassing: 6:00 p.m. to completion	Homestead City Hall 790 North Homestead Blvd. Homestead, FL 33030	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, 10/7/11 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 5. Audit process starts to completion	All Canvassing Board Members Majority of the Canvassing Board Members or designees

Canvassing Board Members

Elizabeth Sewell, CMC, Homestead City Clerk
County Court Judge (TBD), Substitute Member

9/7/11:ZR

**CANVASSING BOARD SCHEDULE
HOMESTEAD GENERAL ELECTION – NOVEMBER 1, 2011**

DATE/TIME	LOCATION	ACTIVITY	ATTENDANCE
Tuesday, 10/18/11 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
Wednesday, 10/19/11 10:00 a.m. through Tuesday, 11/1/11	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, 11/1/11 Canvassing: 6:00 p.m. to completion	Homestead City Hall 790 North Homestead Blvd. Homestead, FL 33030	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, 11/4/11 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, 11/7/11 10:00 a.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

Elizabeth Sewell, CMC, Homestead City Clerk
County Court Judge (TBD), Substitute Member