

CENTRAL COUNTING STATION PLAN

Anderson County

The Anderson County Central Counting Station will be located at Anderson County Annex Building, 703 N Mallard, Suite 103B, Palestine, TX. Central Counting Station will convene at 6:30 p.m. on Tuesday, November 7, 2023.

Preparation-Election Morning

CCS Manager sets up Counting Room in a secure area where only Team Members are allowed

- CCS Manager/Supervisor conducts brief Meeting
- Ballot Board Judge & Clerks take "oath" the morning of
- Tabulation Manager/Supervisor, Tabulation Assistant, and clerks take oath as prescribed by SOS
- 2nd Test will be Conducted.

Receipt of Absentee by Mail Applications

- Board examines Applications and compares *signatures* to 'Carrier' Signatures. (domestic and military)
- Ballot Secrecy envelopes are removed and placed in one container.
- Ballot Secrecy Envelopes are opened and placed in one container
Ballots are sorted and scanned by Central Count Station Manager (CCS)
- Reports are compared to List of Ballots Received & Ballot Transmittal Sheet for Accuracy, and TEAM Reports.

Preparation – Election Night

- Sheriff Deputy arrives prior to 7:00pm to Patrol while Judges arrive with Election Supplies
- Ballot Board Judge administers oath to Night Clerks
- Crew members will assist in moving heavy equipment from Vehicles
- Clerks will check-in supplies received from Election Judge
- Clerks will deliver M100 Envelope (includes Results Tape/Memory Card) to CCS
- Clerks will provide Tabulation Supervisor the number of Provisionals for each Precinct
- Tabulation Supervisor will verify Combination Forms & Blue Seal Certificate
- Tabulation Manager will verify Blue Seal Certificate is in- tact before reading memory card
- Memory Card is Read into ERM. Blue Seal and Memory Card totals are verified together for checks and balance.
- ERM prints tabulation reports
- Tabulation Supervisor sends results to Secretary of State throughout the night and uploads results to our Theater Screen for the Media Room.
- IT uploads Election Results to County Website
- Paper copies are produced for Media Room (if needed)

Unofficial Early Voting Results will be released at 7:00PM

Unofficial Final reports will be released upon all Precincts returning election media.