

Receiving Boards

Introduction

A Receiving Board is an independent board established to ensure the recountability of election precincts. The Election Commission of a jurisdiction must establish the Receiving Board by resolution and must appoint the Receiving Board inspectors. Members must be qualified election inspectors and the board must have an equal number of Receiving Board inspectors from each major political party. As of August 15, 2012, Receiving Boards are **required** by Michigan election law, MCL 168.679a.

Appointment

The Receiving Board must be established by resolution of a jurisdiction's Election Commission. The resolution may establish the Receiving Board one time for all future elections.

The Receiving Board inspectors must be appointed by the jurisdiction's Election Commission. Each inspector must be qualified to be an election inspector and have an election inspector application on file. Inspectors appointed to serve in an Election Day precinct or absent voter counting board may be appointed to serve as Receiving Board inspectors as well.

Responsibilities

Under oath, the Receiving Board inspectors receive the sealed ballot container, the Poll Book and the Statement of Votes from each precinct after the polls close. Two election inspectors (one from each major political party) deliver those items properly sealed to the Receiving Board inspectors after their closing duties have been completed. Election inspectors must remain present until Receiving Board inspectors have completed the verification.

The Receiving Board inspectors verify:

- ☆ the Poll Book and/or Statement of Votes are not sealed into the ballot container
- ☆ the ballot container is properly sealed and the seal number is accurately recorded
- ☆ the number of names entered in the Poll Book balances with the number of ballots counted

After verifying these items, the Receiving Board inspectors put the Poll Book and Statement of Votes back into the appropriate envelopes and reseal with a red paper seal, initialing, and dating the seal.

Corrective Action

If the Receiving Board inspectors find the Poll Book and/or Statement of Votes sealed in the ballot container or the ballot container improperly sealed and/or recorded, they should direct the election inspectors to take necessary actions to correct the mistake and fully document those actions in the Remarks section of the Poll Book. The remarks must be signed by both the election and Receiving Board inspectors.

If the number of names entered into the Poll Book does not balance with the number of ballots counted by the tabulator, a full explanation must be recorded in the Remarks section of the Poll Book. If no explanation was provided, the Receiving Board inspectors should assist the election inspectors in determining the cause of the imbalance and instruct the election inspectors to fully document the cause in the Remarks section of the Poll Book. The remarks must be signed by both the election and Receiving Board inspectors.

e-Pollbook

Receiving Board inspectors may be utilized to print the final reports of the precinct and assist the election inspectors in completing the Poll Book and Statement of Votes. The Receiving Board inspectors would print the List of Voters, Ballot Summary and the Remarks Reports from the encrypted flash drive.