

Way, Nicole

From: Way, Nicole
Sent: Monday, November 08, 2004 6:18 PM
To: Dorsey, Celeste
Cc: Fell, Garth
Subject: RE: work left to be done

Thanks Celeste, Sherry and Lynda showed me that they have it all organized and together. We went through each thing and here is what I asked them to do (I am also adding a few things that we did not talk about). Here is the order I would suggest this is done in, let me know if you have any concerns about this order.

- 1 - Have two cages of letters sent, one with sig miscompares and one with everything else. I know there is not enough to fill a second but this way we will have a better visual of what everything is.
- 2 - Put everything that will not count on a shelf or cage by itself (deceased, moved, september etc)
- 3 - Put the Too Late ballots on an OPEN cage (one that only has bars, no plastic) keep the cage closed and labeled (yes I know the other one was, I will deal with the people that took it separately)
- 4 - 2 trays of re-batch - needs to be done by 10am
- 5 - 7 trays batched and ready to credit, 1 tray to be hand credited - needs to be done by 10am
- 6 - Finish scanning poll book checks, as soon as this is done let me know.
- 7 - X-Sigs to work
- 8 - 1/2 tray of November ballots in other envelopes, Lynda said Bob was going to do these - needs to be done by 10am
- 9 - Extra's to be looked up and put into the system
- 10 - Sort the Challenges by group (it looks like they are sorted by tray, but all of the inactives need to be put in one tray, the suspends together and so on. Not 4 piles of inactives in 4 different trays)
 - Re-activate inactives and re-batch
 - work the Challenged/rejected for NIB
- **The only thing I know we can not credit yet is Challenged & SUSPENDED ballots. These we will do after the poll book check ballots are credited
- 11 - Box diving
- 12 - Signature letters need to be alph'd and sorted in
- 13 - Federal Ballots looked up and credited if AV ballot was not returned
- 14 - Faxed ballots (Sam is working on these)
- 15 - Re-check the signature miscompares ballots
- 14 - Look up it batches from opening, credit extra in batch

Roberta, Thebun, and Daisy are not needed in duping until 9am, I told them to come in at 7am to help Sam. If she is not ready for them to start pulling ballots for the faxed ballots they can box dive for you. Also, the openers are coming in at 10am, they can help box dive. This will free up the verifiers to do other things that the openers can not help with. You can also use some of the openers to help get the alphabetizing done. Let me know if you have any questions, or if you see anything I may have missed. I think we should be able to have 1 - 10 done tomorrow, let me know if you do not think this is possible.

Thanks for all your hard work, you and your have done a great job getting everything done.
 Nicole

-----Original Message-----

From: Dorsey, Celeste
Sent: Monday, November 08, 2004 4:58 PM
To: Way, Nicole
Cc: Fell, Garth
Subject: work left to be done

I have tried to do a count on what's left to do and this is what I came up with. 8 trays to verify, 12 trays of

poll checks 7 in count 5 not in count, 1 tray of box diving, 2 trays or more of federals and 16 trays of challenges and 6 trays of paper ballots and faxed ballots for Sam. I will try to have everything done that we can for counting, but some of this will be done after all else is done just because you can't finish it until the other is done, make sense. Thanks Celeste

5/6/2005