

PRE-ELECTION AND CANVASS SCHEDULE*
 FEBRUARY 26, 2019
 GENERAL MUNICIPAL ELECTION

Date, Time and Location	Task	Project_mgr
Monday, January 28, 2019 at 9:00 AM: Warehouse 2nd floor	Commence pre-election logic and accuracy testing (pre-LAT) of Grace Period, Early Voting and precinct voting equipment.	Hector Moreno
Sunday , February 17, 2019 at 9:00 AM: LL05 BOE Conference Room A	Preparation and processing of vote by mail ballots w/header cards (Day 1)	Sandra Aspera and Shaun Simpson
Monday , February 18, 2019 at 9:00 AM: LL05 BOE Conference Room A	Prepare and Process/scanning of vote by mail ballots - 1st Run 400C (no tabulation of results until after 7:00 PM Election Day) (Day 1)	Sandra Aspera and Shaun Simpson
Thursday, February 21, 2019 at 9:00 AM: LL05 BOE Conference Room A	Prepare and Process/scanning of vote by mail ballots through 400C, if necessary (no tabulation of results until after 7:00 PM Election Day)	Sandra Aspera and Shaun Simpson
	Review of appeals of rejected vote by mail ballots, if necessary (Day1)	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots (Day 1)	Sandra Aspera and Shaun Simpson
Thursday, February 21, 2019 at 10:00 AM: 6th Floor Central Office	Public test of voting equipment and central computer system procedures for canvass of election results	Charles Holiday and IT Department
Sunday, February 24, 2019 at 9:00 AM: LL05 BOE Conference Room A	Prepare and Process/scanning of vote by mail ballots through 400C, if necessary (no tabulation of results until after 7:00 PM Election Day)	Sandra Aspera and Shaun Simpson
	Review of appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, if necessary	Sandra Aspera and Shaun Simpson
Monday, February 25, 2019 at 7:00 PM: 6th Floor Central Office	Commence copying and uploading data from early voting/grace period voting touchscreen memory sticks used at early voting sites to WinEDS (no tabulation of results until after 7:00 P.M. Election Day)	IT Department
Tuesday, February 26, 2019 at 8:00 AM: LL05 BOE Conference Room A	Preparation and processing vote by mail ballots (Nursing Home ballots and vote by mail ballots received before 3 P.M. on Monday, February 25) w/header cards and begin scanning ballots through the 400C (No results will be available, tabulated or merged until after 7:00 PM)	Sandra Aspera and Shaun Simpson
	Prepare and Process/scanning of vote by mail ballots through 400C, if necessary (no tabulation of results until after 7:00 PM Election Day)	Sandra Aspera and Shaun Simpson
	Review of appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, if necessary	Sandra Aspera and Shaun Simpson
Tuesday, February 26, 2019 at 7:00 PM: 8th Floor Central Office	Board convenes and adopts Rules of Procedure for Canvass	General Counsel
Tuesday, February 26, 2019 at 7:00 PM: 6th Floor Central Office	Begin tabulation of grace period and early voting ballots	IT Department
	Begin tabulation of vote by mail ballots from 400C results cartridge	IT Department

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Wednesday, February 27, 2019 at 9:00 AM: 6th Floor Central Office	Begin entry of Provisional voters' information	James Carli
Wednesday, February 27, 2019 at 1:00 PM: Warehouse 2nd floor	Retabulation of ballots in precinct where check of totals indicates obvious discrepancies, if necessary (Day 1)	Charles Holiday and Ron Boyd
Wednesday, February 27, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Thursday, February 28, 2019 at 9:00 AM: Warehouse 2nd floor	Retabulation of ballots in precinct where check of totals indicates obvious discrepancies, if necessary (Day 2)	Charles Holiday and Ron Boyd
Thursday, February 28, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Friday, March 1, 2019 at 9:00 AM: Warehouse 2nd floor	Retabulation of ballots in precinct where check of totals indicates obvious discrepancies, if necessary (Day 3)	Charles Holiday and Ron Boyd
Friday, March 1, 2019 at 9:00 AM: LL05 BOE Conference Room A	Process the Nursing Home ballots and any vote by mail ballots received after 3 P.M. from Monday, February 25 and Tuesday, February 26 along with valid ballots from Wednesday, February 27 with header cards	Sandra Aspera and Shaun Simpson
	Insert valid vote by mail ballots into 400C and tabulate results, if necessary	Sandra Aspera and Shaun Simpson
	Review appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, if necessary	Sandra Aspera and Shaun Simpson
	Process replacement UOCAVA ballots (Day 1)	Sandra Aspera and Shaun Simpson
	Process write-in ballots (Day 1)	Sandra Aspera and Shaun Simpson
Friday, March 1, 2019 at 9:00 AM: 6th Floor Central Office	Begin validation of provisional ballots (Day 1)	Jim Carli, Delilah Smith and Christopher Tomecek
Friday, March 1, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Saturday, March 2, 2019 at 9:00 AM: 2nd Floor Warehouse	Retabulation of ballots in precinct where check of totals indicates obvious discrepancies, if necessary (Day 4)	Charles Holiday and Ron Boyd
Saturday, March 2, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Monday, March 4, 2019 at 9:00 AM: LL05 BOE Conference Room A	Begin verification of preliminary and unofficial vote totals Day (1)	Jim Carli, Delilah Smith and Christopher Tomecek
Monday, March 4, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Tuesday, March 5, 2019 at 9:00 AM: LL05 BOE Conference Room A	Continue verification of preliminary and unofficial vote totals, if necessary	Jim Carli, Delilah Smith and Christopher Tomecek
Tuesday, March 5, 2019 at 9:00 AM: 8th Floor Conference Room C	Provisional ballot resolution - Compare Provisional voters' list to list of vote by mail and Early Voting voters to prevent counting more than one ballot from same individual (Day 1)	John Powell
Tuesday, March 5, 2019 at 9:00 AM: Warehouse 2nd floor	Start the test of ballots cast in 5% of the precincts on Election Day and 5% of Early Voting ballots (Day 1)	Charles Holiday

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Tuesday, March 5, 2019 at 9:00 AM: LL05 BOE Conference Room A	Prepare and Process/scanning of valid vote by mail ballots through 400C and tabulate results, if necessary	Sandra Aspera and Shaun Simpson
	Review appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, if necessary	Sandra Aspera and Shaun Simpson
Tuesday, March 5, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Wednesday, March 6, 2019 at 9:00 AM: Warehouse 2nd floor	Retabulation of ballots in precincts where check of totals indicates obvious discrepancies, if necessary (Day 4) (this day will include, but may not be limited to, a review of various precincts in the 6th and 40th Wards)	Charles Holiday and Ron Boyd
Wednesday, March 6, 2019 at 9:00 AM: 8th Floor Conference Room C	Provisional ballot resolution - Compare Provisional voters' list to list of vote by mail and Early Voting voters to prevent counting more than one ballot from same individual (Day 2)	John Powell
Wednesday, March 6, 2019 at 9:00 AM: LL05 BOE Conference Room A	Insert valid Provisional ballots into 400C and tabulate results, if feasible (Day 1)	Jim Carli, Delilah Smith and Christopher Tomecek
Wednesday, March 6, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 2)	Charles Holiday
Wednesday, March 6, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Thursday, March 7, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 3)	Charles Holiday
Thursday, March 7, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Friday, March 8, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 4)	Charles Holiday
Friday, March 8, 2019 at 9:00 AM: 8th Floor Conference Room A	Prepare and Process/scanning of valid vote by mail ballots through 400C and tabulate results, if necessary	Sandra Aspera and Shaun Simpson
	Review appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, if necessary	Sandra Aspera and Shaun Simpson
Friday, March 8, 2019 at 9:00 AM: LL05 BOE Conference Room A	Insert valid Provisional ballots into 400C and tabulate results, if feasible (Day 2)	Jim Carli, Delilah Smith and Christopher Tomecek
Friday, March 8, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Saturday, March 9, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 5)	Charles Holiday
Saturday, March 9, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Sandra Aspera and Julio Pantoja
Monday, March 11, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 6)	Charles Holiday
Monday, March 11, 2019 at 9:00 AM: LL05 BOE Conference Room A	Insert valid Provisional ballots into 400C and tabulate results, if feasible (Day3)	Jim Carli, Delilah Smith and Christopher Tomecek

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Monday, March 11, 2019 at 9:00 AM: 8th Floor Conference Room A	Prepare and Process/scanning of valid vote by mail ballots through 400C and tabulate results, if necessary	Sandra Aspera and Shaun Simpson
	Review appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, including military/overseas ballot, if necessary	Sandra Aspera and Shaun Simpson
	Process replacement UOCAVA ballots, if necessary	Sandra Aspera and Shaun Simpson
	Process write-ins votes on valid vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
Monday, March 11, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Steve Cieslicki
Tuesday, March 12, 2019 at 9:00 AM: Warehouse 2nd floor	Continue test of ballots cast in 5% of the precincts on Election Day and 5% of Early voting ballots (Day 7)	Charles Holiday
Tuesday, March 12, 2019 at 9:00 AM: LL05 BOE Conference Room A	Continue inserting valid Provisional ballot into 400C, if necessary	Jim Carli, Delilah Smith and Christopher Tomecek
Tuesday, March 12, 2019 at 2:00 PM: LL07 BOE	Check vote by mail ballots arriving in mail for timeliness, if necessary	Steve Cieslicki
Tuesday, March 12, 2019 at 12:00 PM: 8th Floor Conference Room A	Prepare and Process/scanning of valid vote by mail ballots through 400C (Final Run 400C) and tabulate results	Sandra Aspera and Shaun Simpson
	Review of appeals of rejected vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson
	Replace damaged/defective ballots, including military/overseas ballot, if necessary	Sandra Aspera and Shaun Simpson
	Process write-ins votes on valid vote by mail ballots, if necessary	Sandra Aspera and Shaun Simpson

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	Process replacement UOCAVA ballots, if necessary	Sandra Aspera and Shaun Simpson
Tuesday, March 12, 2019 at 12:00 PM: 6th Floor Central Office	Upload remaining valid Provisional ballots results into central computer for tabulation	IT Department
Wednesday, March 13, 2019 at 9:30 AM: 8th Floor Conference Room A	Proclamation of official election results	IT Department
	<p>* The Board may, in its discretion, modify the date and time for performing any activity described herein, except that the Board may not extend the last day for proclaiming the final totals and results of the election beyond March 19, 2019.</p> <p>If you wish to receive email notification of schedule or schedule changes, please email your request to tsheehy@chicagoelections.net.</p> <p>LOCATION references to the: "Central Office" mean the Board's offices at 69 West Washington Street, Chicago, Illinois "Warehouse" mean the Board's warehouse facilities at 1869 West Pershing Road, Chicago, Illinois "LL05 BOE Conference Room A" refers to the Board's conference room on the Lower Level of the Central Office "LLB - Lower Level B Conference Room" refers to the Central Office Building's conference room across from the Secretary of State's office "LL07 BOE" refers to the room in the lower level of the central office where the Agilis equipment is located. "8th Floor Conference Room A" refers to the Board's largest conference room on the 8th floor of the Central Office.</p>	