



**MUNICIPAL CANVASSING BOARD SCHEDULE  
DECEMBER 3, 2024 NORTH MIAMI RUN-OFF ELECTION**  
*(Subject to Change)*

The City of North Miami Canvassing Board will convene at the Office of the Supervisor of Elections, 2700 NW 87th Avenue, Miami, Florida 33172. The Canvassing Board is convening on these dates for the December 3, 2024 North Miami Run-Off Election. For updated Canvassing Board schedule information, visit @MDCElections or miamidade.gov/elections.

DATE/TIME	ACTIVITY	ATTENDANCE
Thursday, November 21, 2024 10:00 a.m.	1. Logic and Accuracy Test of the touch screen and optical scan voting system to be used for vote-by-mail, precinct ballots, and automated independent audit system	Stephanie S. Thomas, Deputy City Clerk
Monday, December 2, 2024 through Friday, December 6, 2024 (Except December 3)	1. Public inspection of vote-by-mail ballots (8:00 a.m. to 8:30 a.m.) 2. Daily opportunity for candidates, political party officials, political committee officials, or authorized designees to inspect vote-by-mail ballots and ballot materials (only provided if a written request is received no later than 48 hours prior to the scheduled inspection) (8:30 a.m. to 9:00 a.m.)	
Monday, December 2, 2024 10:00 a.m. through Friday, December 6, 2024 (Except December 3)	1. Vote-by-mail ballot opening and processing (as needed) 2. Duplication of ballots (as needed) 3. Scanning of ballots into automated independent audit system (as needed)	All Canvassing Board Members or a majority on 12/02/24: Mary Estime-Irvin, Vice Mayor Kassandra Timothe, Councilwoman Stephanie S. Thomas, Deputy City Clerk
Tuesday, December 3, 2024  12:30 p.m.  5:00 p.m.  7:00 p.m.	1. Public inspection of vote-by-mail ballots (11:30 a.m. to 12:00 p.m.) 2. Daily opportunity for candidates, political party officials, political committee officials, or authorized designees to inspect vote-by-mail ballots and ballot materials (only provided if a written request is received no later than 48 hours prior to the scheduled inspection) (12:00 p.m. to 12:30 p.m.) 3. Vote-by-mail ballot opening and processing (as needed) 4. Duplication of ballots (as needed) 5. Scanning of ballots into automated independent audit system (as needed) 6. Canvassing of presumed invalid vote-by-mail ballots (as needed) 7. Tabulation of results 8. <u>Unofficial</u> results	All Canvassing Board Members: Mary Estime-Irvin, Vice Mayor Kassandra Timothe, Councilwoman Stephanie S. Thomas, Deputy City Clerk
Friday, December 6, 2024 9:00 a.m.	1. Canvassing of vote-by-mail and provisional ballots (as needed) 2. Certification of <u>official</u> results 3. Conduct post-election audit	All Canvassing Board Members: Mary Estime-Irvin, Vice Mayor Kassandra Timothe, Councilwoman Stephanie S. Thomas, Deputy City Clerk

***Saturday, Sunday and County observed holidays are excluded unless otherwise noted.***

**Canvassing Board Members**

Mary Estime-Irvin, Vice Mayor  
Kassandra Timothe, Councilwoman  
Stephanie S. Thomas, Deputy City Clerk

**Alternate Member(s)**

Janai Pomales, Assistant City Clerk  
Kyla Estiverne, Administrative Coordinator  
Zain Remy, Legal Office Administrator