

SOUTH CAROLINA

ELECTION COMMISSION

CORRECTIVE ACTION PLAN

S.C. Code §7-3-25(A) authorizes the State Election Commission (SEC) to identify any compliance failures and establish and implement a corrective action to remedy such failures. Recommendations included in an SEC audit report require implementation of a corrective action plan (CAP) that is developed by the county and approved by the SEC's Audit Division.

AUDIT TITLE	An In-Depth Review of Saluda County's Ballot Reconciliation Worksheets from the November 2022 General Election	AUDIT PUBLICATION DATE	December 2024
CAP REVIEW DATE	April 23, 2025	CAP REQUIRED RESPONSE DATE	April 28, 2025
COMPLETED BY	Desmond "Chico" Gantt	JOB TITLE	Director
DATE COMPLETED	May 22, 2025	# OF RECOMMENDATIONS TO ADDRESS	4

#	REC #	RECOMMENDATION	CORRECTIVE ACTION	RESPONSIBLE PARTY	Desmond Gantt
1	1	The Saluda County Voter Registration and Elections Office should have a review process of the ballot reconciliation worksheets prior to certification that includes corrective edits, where appropriate, to ensure they are legible, completed, and reconciled.	The Director will meet with the Voter's Registration Board and Poll Clerks to go over the reviewing process of the ballot reconciliation worksheets to make sure all fields are complete and the handwriting is legible as they are being turned in on Election night. Prior to certification, I will ensure that all sheets are reconciled.	COMPLETION DATE	11/04/2025
				APPROVED BY	SEC Director of Audit
				APPROVAL DATE	May 22, 2025

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#	REC #	RECOMMENDATION	CORRECTIVE ACTION	RESPONSIBLE PARTY	Desmond Gantt
2	2	The Saluda County Voter Registration and Elections Office should, during its poll clerk training, emphasize the importance of legibly completing and reconciling the worksheets, including any notes added to explain issues.	The Director will use the SEC PowerPoint to effectively train on completing the Ballot Reconciliation Worksheets along with a hands-on ballot reconciliation activity.	COMPLETION DATE	11/04/2025
				APPROVED BY	SEC Director of Audit
				APPROVAL DATE	May 22, 2025

#	REC #	RECOMMENDATION	CORRECTIVE ACTION	RESPONSIBLE PARTY	Desmond Gantt
3	3	The Saluda County Voter Registration and Elections Office should provide the total number of hand-marked paper ballots supplied to the precinct or polling location, rather than breaking the numbers down by emergency and failsafe ballots.	The office will go through the Ballot Reconciliation Worksheets for each precinct and fill out lines A and B. Line B will only contain one number for both types of ballots listed.	COMPLETION DATE	11/04/2025
				APPROVED BY	SEC Director of Audit
				APPROVAL DATE	May 22, 2025

#	REC #	RECOMMENDATION	CORRECTIVE ACTION	RESPONSIBLE PARTY	Desmond Gantt
4	4	The Saluda County Voter Registration and Elections Office should, during its poll clerk training, incorporate a hands-on ballot reconciliation worksheet exercise on how to account for hand-marked, spoiled, and unused ballots.	The office will continue to use hands-on activities provided by the SEC during poll manager and poll clerk trainings. Training will include the review of previously submitted worksheets to emphasize what was filled out correctly and incorrectly. Scenario will be given where clerks will review calculations to include the various supplied ballots, voted	COMPLETION DATE	11/04/2025
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		ballots (hand-marked and regular), spoiled ballots, and unused ballots.		
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