

# State of Wisconsin \ Government Accountability Board

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## MEMORANDUM

**DATE:** May 7, 2015

**TO:** Wisconsin County Clerks  
Wisconsin Municipal Clerks  
Milwaukee County Board of Elections  
City of Milwaukee Board of Elections

**FROM:** Michael Haas  
Elections Division Administrator

Richard Rydecki  
Accessibility Coordinator

**SUBJECT:** Polling Place Accessibility Online Reporting System

The Government Accountability Board (G.A.B.) is pleased to announce the launch of our polling place accessibility online reporting system. This new system will provide local election officials with an online platform to view and respond to their polling place accessibility audit reports. The system will allow G.A.B. staff to customize reports and supplement these reports with photos taken during site visits.

After a site visit is conducted and the results are reviewed by staff, the local election official will receive an email notifying them that their report is ready to view. The email will contain a link to the reporting system where a record will be available for each audit conducted in a municipality. The user will be able to log into the system using their existing SVRS credentials. If a user does not have an SVRS account they can create an account using a valid email address.

This interactive system will provide local election officials with resources that will help explain accessibility problems and provide cost effective solutions, including template signs that can be printed for use on Election Day. Resource documents will also identify best practices and examples of polling places that meet Americans with Disabilities Act (ADA) standards. Users will be able to use the system to request polling place accessibility supplies and print copies of their reports for their records or to share with other municipal officials.

The G.A.B. conducts these site visits to ensure that all polling places statewide are ADA-compliant and that all eligible voters have an opportunity to cast a private and independent ballot. Both state and federal law require all facilities used as polling places to be fully accessible on Election Day. Auditors are sent out in the field for each Election Day in an effort to visit each polling place in Wisconsin. If you have any questions about the polling place accessibility reporting system or the audit program, please contact Accessibility Coordinator Richard Rydecki at [Richard.Rydecki@wi.gov](mailto:Richard.Rydecki@wi.gov) or by phone at (608) 261-2015.