

# State of Wisconsin\Government Accountability Board

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**DATE:** November 3, 2011

**TO:** Wisconsin Municipal Clerks  
City of Milwaukee Election Commission  
Wisconsin County Clerks  
Milwaukee County Election Commission

**FROM:** Nathaniel E. Robinson  
Elections Division Administrator  
Government Accountability Board

**SUBJECT:** Appointment of Election Inspectors from Lists Submitted by Political Parties  
Lists Must be Received by Wednesday, November 30, 2011

December 31, 2011 marks the end of the current term of election inspectors (poll workers). At a meeting in December, but not later than December 31, 2011, the municipal governing body shall appoint election inspectors for a two-year term which begins January 1, 2012 and ends December 31, 2013.

No later than November 30, 2011, the two major political parties whose candidates for governor or president at the last general election received the largest number of votes at an *individual polling place* (generally, the Democratic and Republican parties) may submit a certified list of election inspector nominees to the municipal governing body. Currently, the Democratic and Republican Parties are actively working to assemble and submit lists of election inspector nominees to as many municipalities as possible.

Each party reserves the right to establish the criteria a prospective nominee must meet in order to be included on the list submitted by the party. This may include a requirement to be a member of the party or to belong to an organization affiliated with the party.

### If Lists are Received from One or Both Parties

When lists of election inspector nominees are submitted to a municipal governing body, appointments must be made from the lists submitted by the parties for as long as election inspector positions are available. If party lists have been timely received, positions must be filled from the lists until the names on those lists have been depleted. Nominees must be qualified electors of the wards in they serve. The lists may also designate individuals as first choice nominees, who must be appointed if they qualify and so long as positions are available. Appointment of persons not appearing on the lists may only occur after the lists have been exhausted. Note: The parties have sole discretion to determine criteria.

When the Democratic and Republican parties' lists are received, the clerk must adhere to "party imbalance" at each polling place. Party imbalance means that the party whose candidate for the Office of Governor in November 2010 received the most votes at the polling place will have one more election inspector at that polling place than the other party.

Example: Five election inspectors are to be placed at a polling place. Scott Walker received the most votes at the polling place in November 2010. The governing body appoints three names from the Republican list and two names from the Democratic list.

If Lists are Received but are Insufficient

If the Democratic and Republican parties' lists are insufficient to fill the positions available for that party's nominees, the remaining positions are filled without regard to party affiliation.

Example: Seven inspectors are to be placed at a polling place. Tom Barrett received the most votes at the polling place in November 2010. If sufficient lists from both parties were submitted, four names would be appointed from the Democratic list and three names would be appointed from the Republican list. In this example however, there are only three names on the Democratic list and no Republican list was submitted. The governing body appoints the three Democratic names and the Mayor, Village President or Town Board Chairperson nominates other qualified individuals, regardless of party affiliation, and submits the names to the governing body for appointment to the remaining four "unaffiliated" positions. If the Republican Party submits a list with two names, then two unaffiliated positions would be appointed.

If No Lists are Received

If no lists are submitted, the Mayor, Village President or Town Board Chairperson nominates other qualified individuals, regardless of party affiliation, and submits the names to the governing body for appointment. All appointments are made without regard to party affiliation.

A letter has been sent to the Republican and Democratic state parties reminding them of their responsibility to submit lists of poll worker nominees. The letters accompany this correspondence.

Please refer to the Election Official section of the Election Administration Manual for additional information. If you have questions, please contact the G.A.B. Help Desk at (608) 261-2028, or gabhelpdes@wi.gov. Thank you!

cc: Kevin J. Kennedy  
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