

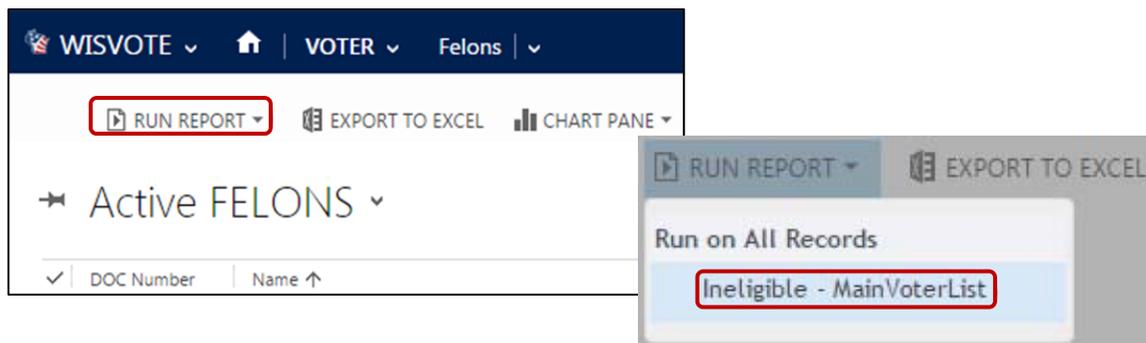
4.6 Ineligible Voter List

The Ineligible Voter List is a list of all felons who have addresses in your municipality and are currently on probation, parole or extended supervision through the Wisconsin Department of Corrections (DOC). The voting rights of these individuals have not been restored as of the date this list was issued and will not be restored until the individual completes the terms of his or her sentence. The information on this list is provided by the Department of Corrections (DOC) and is updated nightly.

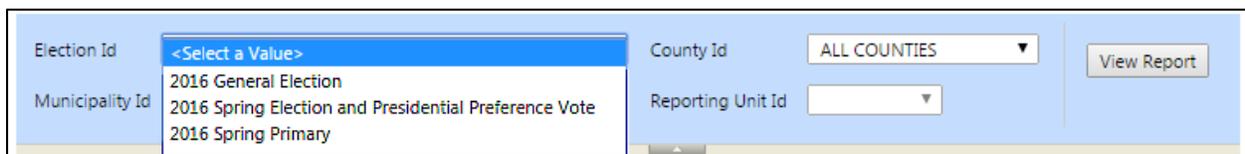
The lists are used in the clerk's office during late registration, issuing absentee ballots, and for Election Day registrations at the polling place. Refer to the list ONLY during late registration, issuing absentee ballots and for Election Day registrations. It is not necessary to compare this list with voters who are already registered as this is handled through the Registration List Alerts in WisVote. Felon alerts should be reviewed prior to printing poll books; therefore, matching the list against the poll book prior to issuing a ballot on Election Day is not necessary.

Print Ineligible Voter List

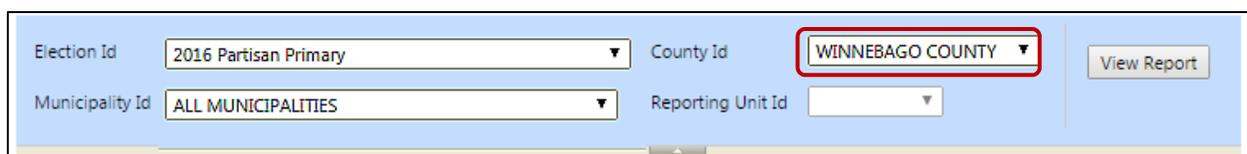
1. Click the Felon tile to open the Active Felons View page
2. Click the Run Report button and select *Ineligible – MainVoterList*



3. A new window opens. Configure the Report Viewer to customize your report. Select an Election from the drop-down list



4. To search all of Wisconsin accept the All Counties default or choose a county from the drop-down list



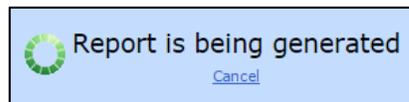
- To search all the municipalities accept the All Municipalities default or choose a specific municipality from the drop-down list

Note: Municipalities in multiple counties will need to select each county and run the list for the reporting units in that county.

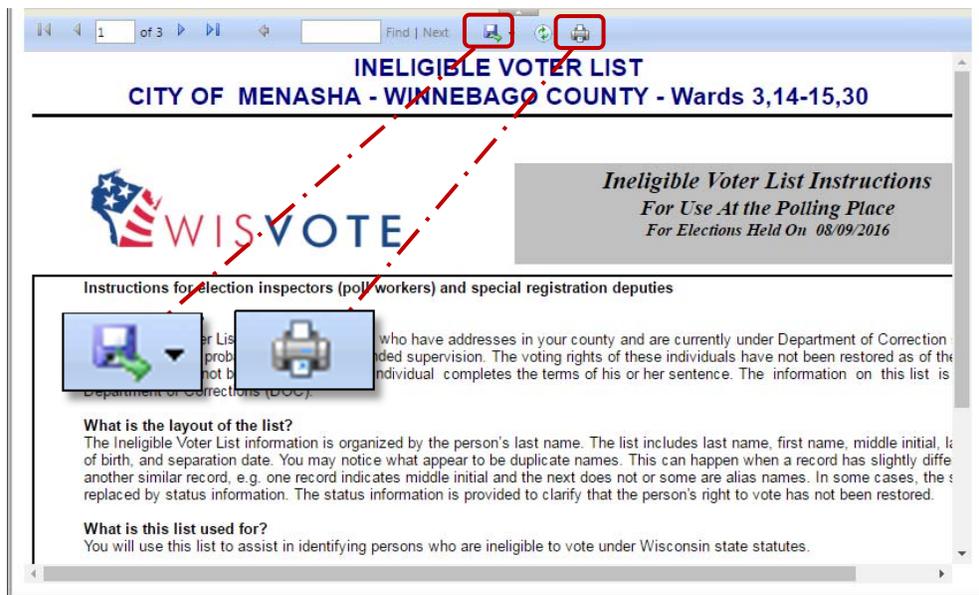
- Select a reporting unit from the drop-down list. (The reporting units listed are the names given to them by the municipalities in the Election Plan associated with the type of election)

Note: If All Counties or All Municipalities are selected this option is not applicable.

- Click the View Report button to create a report



- The report can be printed directly or exported to a file by clicking on the Disk or Printer icon
Note: the Chrome browser does not have a Printer icon; click the disk icon, then save and print it from your computer



The page count in the preview does not reflect the actual number of pages in the report. To find the number of pages you should export the report to an Adobe PDF file and the number of pages will display correctly in Adobe.

Access from Elections – Bundled Report

1. Click the Elections tile to open the Current Elections View page
2. Click an election from the list
3. Expand the Poll Books tab
4. Click the Expand icon

POLL BOOKS									
Poll Book Ord...	Name ↑	Municipality	Reporting Uni...	Polling Place	Total Number...	Total Participa...	Total Absente...	Printed Date	Printed
1	Ward 1	TOWN OF COL...	Ward 1	COLBURN TOW...	565	84		1 8/8/2016 9:10 A...	Yes

5. To find your municipality wards from the greater list, click in the Search field, enter your municipality and press Enter or click the magnifying glass

Search Results ▾ menasha ✕

PRINT POLL BOOK
BUNDLE POLL BOOKS
BUNDLE INELIGIBLE LIST
CHART PANE ▾
RUN WORKFLOW
RUN REPORT ▾
...

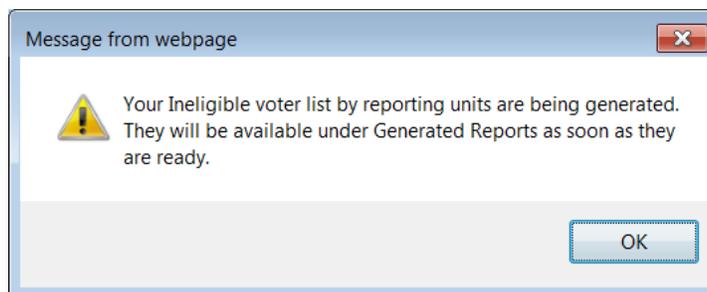
6. To create one report that contains multiple lists separated by wards or reporting units, place checks in front of the poll book name of the ward or reporting units to include in the bundled report. Click the Bundle Ineligible List button

Search Results ▾ menasha ✕

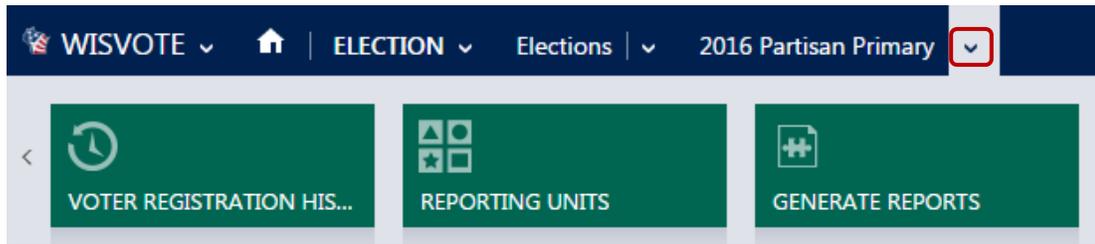
PRINT POLL BOOK
BUNDLE POLL BOOKS
BUNDLE INELIGIBLE LIST
CHART PANE ▾
RUN WORKFLOW
RUN REPORT ▾
...

✓	Name	Poll Book Ord...	Municipality	Polling Place	Reporting Unit
✓	Wards 1A-2,4,7	1	CITY OF MENASHA - MU...	MENASHA SENIOR CENI...	Wards 1A-2,4,7
✓	Ward 1B	1	CITY OF MENASHA - MU...	MENASHA SENIOR CENI...	Ward 1B
	Wards 3,14-15,30	3	CITY OF MENASHA - MU...	JEFFERSON SCHOOL	Wards 3,14-15,30

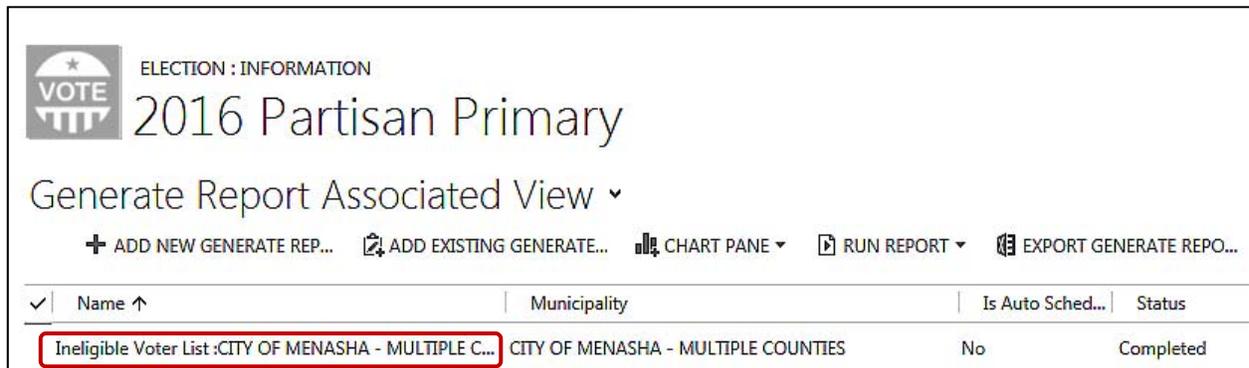
7. A message will appear stating *Your Ineligible voter list by reporting units are being generated. They will be available under Generated Reports as soon as they are ready.* Click OK



8. Click the drop-down arrow to the right of the name of the election to display the navigation bar
9. Click the Generate Reports button (Click the arrow > to proceed across the bar to view more tiles)



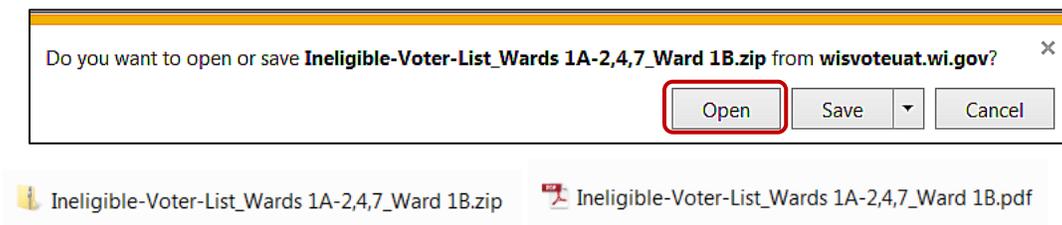
10. From the Generate Report Associated View click to select the Ineligible Voter List to view the report



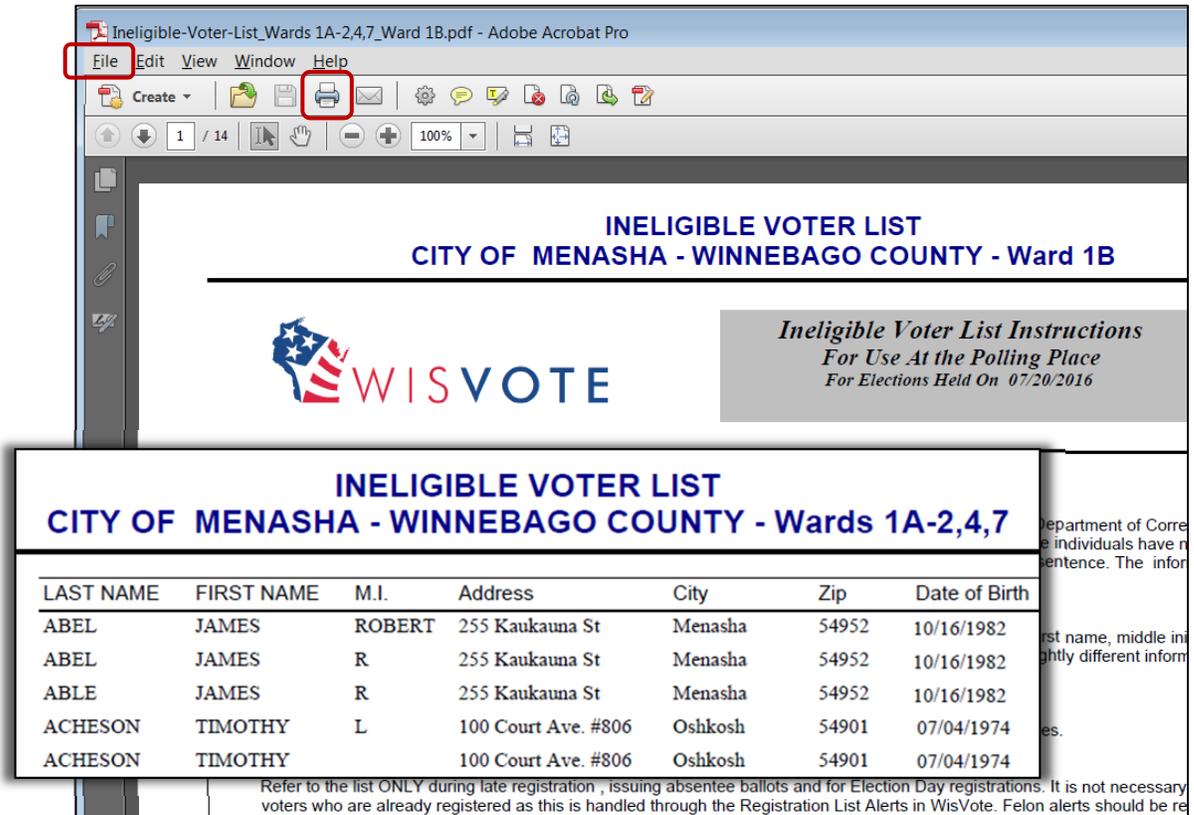
11. The Generate Report Information screen opens, click the pdf file to access the ineligible voter list



12. You may be prompted to Open or Save the file



13. It may be easier to first open the file, click Print and then File | Save As to save to your desktop



FAQ - Separation Date No Longer Available

The Ineligible Voter List no longer includes the **separation date** in its printout. The Department of Correction (DOC) data feed has removed that date. What we used to print was a projected date that was often inaccurate and caused confusion.

WisVote now gets a daily update from DOC. Clerks should concentrate on noticing what names are on the list. Noting a person who is released after the date the report is printed, but before Election Day, could be on the list. The G.A.B. does not have an accurate way of identifying those felons who are on the list, but could be released before Election Day. If a person is on the list and that person believes they should not be, clerks can look up the record in WisVote to see if the felon has had their rights restored and is no longer on the list. If you have question on Election Day contact the Elections Helpdesk and we can confirm the status with DOC. Clerks should be aware that printing a new list closer to Election Day will produce a more accurate list for use at the polling place for Election Day registrations (EDR).