



Wrapping Up 2021

December 8, 2021

Wrapping Up 2021

Agenda

- **Training Requirements**
- **Clerk Training Report**
- **Appointing Election Inspectors**
- **LAB Report**
- **Cracker Barrel: Q & A**

Wrapping Up 2021



Training Requirements

- Municipal clerks, chief inspectors and other election officials are currently in the 2020-2021 term for training purposes.
- Training taken during this term is applied toward certification for the 2022-2023 training term.
- Both municipal clerks and chief inspectors must complete at least six hours of election training by December 31, 2021, to recertify for the 2022-2023 term.
- The WEC is required to contact the governing body if a clerk has not reported sufficient training hours for the term.

Municipal Clerk Training Report Posted!

Municipal Clerks Training Report for the 2020-2021 Term - Updated 11/30/2021!

Priority

Timely Attention Required

Date

December 1, 2021 - 8:00am

To

Wisconsin County Clerks
Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

From

Allison Coakley, Elections Training Coordinator
Richard Rydecki, Assistant Administrator

Attachment	Size
Municipal Clerk Training Report Posted for the 2020-2021 Term.pdf	142.87 KB
Clerk Training Report By Term updated 11 30 2021.pdf	990.87 KB

Wrapping Up 2021



Clerk Training Report

- The Municipal Clerk Training Report has been posted on the WEC website and lists the number of hours clerks have reported to WEC so far in the 2020-2021 term.
- If you do not appear on the list or appear incorrectly, please contact us right away.
- Deputy clerks and other office staff who have submitted training information are not listed on this report as they are not required by state law to be certified.
- All election training should be reported using the form on our website or entering into WisVote if the clerk is a self-provider.

Wrapping Up 2021



Appointing Election Inspectors Using Party Lists

- The governing body must appoint at a meeting in Dec. 2021
- The municipality is responsible for training and pay
- Training for new inspectors does not have to take place until after Jan. 1, 2022, for the new 2022-2023 term; clerks can get access to TLC for training
- If you have split shifts and not enough political appointees to fill the shifts, clerks should ask appointees if they want to work a full day.
- If you contact political appointees and they have not agreed to be on a list, document and bring to the attention of the party chair.

Wrapping Up 2021



Appointing Election Inspectors Using Party Lists

- It's the responsibility of the municipal clerk to determine where a poll worker is placed on Election Day
- The clerk appoints the chief inspector
- You must use a list even if you don't receive one from each party
- Parties who have submitted lists by the Nov. 30 deadline can also submit names to fill vacancies during the term
- Election inspectors who are not on a list submitted by one of the two political parties are unaffiliated. They should not be asked what their party affiliation may be.

Wrapping Up 2021



LAB Report

- Clerks must initial the absentee certificate envelope to indicate the voter has met the photo ID requirement
- Tamper-evident serial numbers must be listed on the Inspectors' Statement and reviewed before the polls open and after the polls close by the chief inspector
- Inspectors need to provide accurate voter statistics on the Inspectors' Statement (# of voters, EDRs, absentee, provisional, etc.), so clerks can reconcile in WisVote post-election
- Pre-election testing of all voting equipment needs to be conducted within 10 days of an election

Wrapping Up 2021



Cracker Barrel!

- Proof of Residence
- Photo ID
- Ballot Access Procedures
- Election Officials
- Voter Registration
- Absentee Ballots
- What questions do you have????





Thank you!

For further information, contact WEC.
PH: 608-266-8005 Email: elections@wi.gov