

# Wisconsin Elections Commission

Regular Meeting  
September 21, 2022  
9:00 A.M.

## OPEN SESSION AGENDA

- A. Call to Order**
- B. Administrator's Report of Appropriate Meeting Notice**
- C. Public Comment**
- D. Approval of Previous Meeting Minutes**
  - 1. July 12, 2022** 1
  - 2. July 22, 2022** 6
  - 3. July 28, 2022** 14
  - 4. August 3, 2022** 17
  - 5. August 23, 2022 -Canvass** 23
  - 6. August 25, 2022 -Canvass** 26
  - 7. August 31, 2022** 28
- E. Voting Equipment Audit Guidelines** 34
- F. Grant Funding Update** 42
  - 1. .gov subgrant**
  - 2. 2022 HAVA grant**
- G. Determining 4-year Maintenance Postcard Design** 45
- H. Deliberation on Continuing Absentee Ballot Request Mailers for Alternate Mailing Addresses** 52
- I. Discussion and Possible Direction to Submit a Scope Statement Concerning Election Observers for Governor Approval** 55
- J. General Election Preparations** 59

<b>K.</b>	<b>ERIC Update</b>	<b>71</b>
<b>L.</b>	<b>Voter Felon Audit Report</b>	<b>74</b>
<b>M.</b>	<b>Staff Update</b>	<b>83</b>



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**Wisconsin Elections Commission**  
**Special Teleconference Meeting**  
201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
3:00 p.m. July 12, 2022

Open Session Minutes

**Present:** Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Don Millis, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Meagan Wolfe, Robert Kehoe, Jim Witecha, Brandon Hunzicker, Riley Vetterkind, John Smalley, Ann Oberle, and Jacob Walters, all by teleconference

**A. Call to Order**

Commission Chair Don Millis called the meeting to order at 3:00 p.m. and called the roll. All Commissioners were present.

**B. Administrator's Report of Appropriate Meeting Notice**

Administrator Meagan Wolfe informed the Commission that proper notice was given for this meeting.

**C. Closed Session**

**1. Discussion of Litigation**

Chairman Millis stated he would entertain a motion to move to closed session pursuant to Wis. Stat. § 19.85(1)(g).

**MOTION:** To move to closed session pursuant to Wis. Stat. § 19.85(1)(g).

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

The motion carried 6-0.

The Commission moved to closed session at 3:02 p.m.

*Wisconsin Elections Commissioners*  
Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

*Administrator*  
Meagan Wolfe

**D. Discussion and Possible Action Related to Wisconsin Supreme Court Ruling in *Richard Teigen v. Wisconsin Elections Commission***

The Commission reconvened in open session at 5:01 p.m.

Staff Attorney Jim Witecha appeared and informed the Commission that they have now been advised by both Wisconsin Department of Justice and WEC staff attorneys, and that he is standing by should they have any questions.

Administrator Wolfe added that the draft clerk communication provided to Commissioners in advance of this meeting is merely to serve as a starting point for discussion, and in no way, shape, or form reflects any official stance of the Commission at this time.

Discussion.

**MOTION:** To add guidance to the WEC's July 12, 2022 draft memorandum to clerks concerning the *Teigen* decision that:

1. Electors must present photo identification upon delivery of their absentee ballot to the clerk's office, or designated alternate polling location, to confirm that they are indeed the elector to whom the absentee ballot was sent
2. Only the elector may be the one that places his or her absentee ballot in the mail
3. Clerks are advised of 52 U.S.C. § 10508 which states:

Any voter who requires assistance to vote by reason of blindness, disability, or inability to read or write may be given assistance by a person of the voter's choice, other than the voter's employer or agent of that employer or officer or agent of the voter's union.

Moved by Commissioner Spindell. Seconded by Chairman Millis.

**MOTION:** To divide the question into its three subparts.

Moved by Commissioner Jacobs. Seconded by Commissioner Glancey.

Discussion.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

WEC staff member Sharrie Hauge joined the meeting.

**MOTION:** To add guidance to the WEC's July 12, 2022 draft memorandum to clerks concerning the *Teigen* decision that:

1. Electors must present photo identification upon delivery of their absentee ballot to the clerk's office, or designated alternate polling location, to confirm that they are indeed the elector to whom the absentee ballot was sent

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

**MOTION:** To add guidance to the WEC's July 12, 2022 draft memorandum to clerks concerning the *Teigen* decision that:

2. Only the elector may be the one that places his or her absentee ballot in the mail

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

**MOTION:** To add guidance to the WEC's July 12, 2022 draft memorandum to clerks concerning the *Teigen* decision that:

3. Clerks are advised of 52 U.S.C. § 10508 which states:

Any voter who requires assistance to vote by reason of blindness, disability, or inability to read or write may be given assistance by a person of the voter's choice, other than the voter's employer or agent of that employer or officer or agent of the voter's union.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

Discussion.

**MOTION:** To adopt the guidance put forth by WEC staff in the July 12, 2022 draft memorandum to clerks concerning the *Teigen* decision.

Moved by Chairman Millis. Seconded by Commissioner Spindell.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

**MOTION:** To decide that the Wisconsin Elections Commission is not going to issue any guidance regarding the *Teigen* decision.

Moved by Commissioner Spindell. Seconded by Chairman Millis.

Discussion.

Withdrawn by Commissioner Spindell with no objection from Chairman Millis.

## **E. Discussion and Possible Action Related to Legislator Requests for Records Data and Other Information**

Staff Attorney Brandon Hunzicker appeared and briefed the Commission on events leading up to a records request from Representative Janel Brandtjen, Chair of the Assembly Committee on Campaigns and Elections, noting that it is a reformulation of part of a request submitted previously. He highlighted certain aspects of a draft response to this request, including a draft Memorandum of Understanding between the Committee and the Commission.

Discussion.

**MOTION:** To direct staff to negotiate a Memorandum of Understanding between the Wisconsin Elections Commission and the Assembly Committee on Campaigns and Elections concerning this records request to be brought back for consideration at a later date.

Moved by Commissioner Spindell. Seconded by Commissioner Bostelmann.

Discussion.

Chairman Millis clarified that WEC staff are authorized to discuss the parameters of this records request response with the Committee, but not to share this memorandum in its entirety with the Committee prior to its approval by the Commission. Commissioner Spindell confirmed this to be consistent with his motion.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## D. Adjourn

**MOTION:** To adjourn.

Moved by Commissioner Bostelmann. Seconded by Commissioner Glancey.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission adjourned at 6:52 p.m.

####

July 12, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Jacob Walters, Elections Specialist

July 13, 2022

July 12, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Marge Bostelmann, Commission Secretary

September 21, 2022







# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

## Wisconsin Elections Commission Regular Teleconference Meeting 201 W. Washington Avenue, Second Floor Madison, Wisconsin 9:00 am July 22, 2022

### Open Session Minutes

**Present:** Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Don Millis, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Meagan Wolfe, Sharrie Hauge, Robert Kehoe, Jim Witecha, Brandon Hunzicker, Kelly McCormick, Riley Vetterkind, John Smalley, Robert Williams, Cody Davies, and Anna Langdon, all by teleconference.

### **A. Call to Order**

Commission Chair Millis called the meeting to order at 9:03 am and called the roll. All Commissioners were present.

### **B. Administrator's Report of Appropriate Meeting Notice**

Administrator Meagan Wolfe informed the Commission that proper notice was given for the meeting.

### **C. Public Comment**

Eileen Newcomer, Voter Education Manager for the League of Women Voters of Wisconsin, appeared to present public comments. She expressed the League's concerns over the Commission declining to issue guidance to clerks on the implications of the Teigen ruling and resulting changes in the election process. She stated that the League encourages the Commission to issue guidance for clerks on the responsibilities to give reasonable accommodations for voters with disabilities to ensure they are able to return their absentee ballots and participate in our democracy. Ms. Newcomer also shared comments concerning voting equipment audit guidelines and absentee ballot certificate envelopes. She hoped that the Commission would create procedures to spell out what happens when an audit finds errors and how to remedy the situation if errors lead to a different election result. She asked the Commission to consider expanding the space on the absentee ballot envelope for the witness to put their address and add designated space for the witness to add their street address, city, state, and zip code. She added that the League recommends adding a space in the design for return tracking on the certificate envelope. Ms. Newcomer then encouraged the Commission to investigate the deactivation issue brought about by incorrect data provided to the WEC by the Electronic Registration Information Center (ERIC). She also

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

*Administrator*  
Meagan Wolfe

noted that comments on the scope statements being discussed at the meeting were included in the written comments provided to Commissioners.

Discussion.

Sandy Juno, former Brown County Clerk, appeared to express concerns in regard to the elections education campaign for September and October 2022 and Wisconsin Elections Commission training initiatives listed in the Commission staff update portion of the open session materials. Ms. Juno expressed dismay that time and money is being spent doing an education program. She stated that there are education tools for those purposes already exist and that the WEC should direct those resources to in-person trainings for clerks and poll workers, as opposed to online training. She requested that the Commissioners redirect staff to refocus energies to do in-person training because it allows for discussion, provides opportunities to ask questions, and allows clerks to bring in legal counsel to get a better understanding about elections. She said that in-person training has never seemed to have been a priority for the WEC or its previous iterations but that there would be a lot of benefit to that interaction on a more frequent basis.

Discussion.

Chair Millis noted that the Commission also received written comment from Disability Rights Wisconsin and two individuals.

Discussion.

## **D. Closed Session**

- 1. Approval of Previous Meeting Minutes**
- 2. Litigation Update**
- 3. Election Complaints**
- 4. ERIC Processes and Referrals**

Chair Millis informed the public that the Commission will go into closed session then reconvene into open session. He noted that this was likely to take a long time.

**MOTION:** To adjourn into closed session as allowed by Wis. Stat. § 19.85(1)(g) and § 19.851.

Moved by Commissioner Bostelmann. Seconded by Commissioner Thomsen.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission moved into closed session at 9:21 am.

The Commission reconvened into open session at 2:31 pm. All Commissioners were present. Staff present were Meagan Wolfe, Sharrie Hauge, Robert Kehoe, Jim Witecha, Brandon Hunzicker, Kelly McCormick, Riley Vetterkind, John Smalley, Robert Williams, Cody Davies, and Anna Langdon.

## **E. Approve Minutes of Previous Meetings**

**March 23, 2022 Public Hearing**

**April 20, 2022**

**April 29, 2022 Public Hearing**

**May 13, 2022**

**May 25, 2022**

**June 10, 2022**

**MOTION:** To approve the following minutes: March 23, 2022 public hearing; April 20, 2022 meeting; April 29, 2022 public hearing; May 13, 2022 meeting; May 25, 2022 meeting; June 10, 2022 meeting.

Moved by Commissioner Jacobs. Seconded by Commissioner Bostelmann.

Commissioner Bostelmann noted that the Commission Secretary should be listed as Julie Glancey for the May 13, 2022 minutes.

**FINAL MOTION:** To approve the following minutes: March 23, 2022 public hearing; April 20, 2022 meeting; April 29, 2022 public hearing; May 13, 2022 meeting with the correction of listing Julie Glancey as the Commission Secretary; May 25, 2022 meeting; June 10, 2022 meeting.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **F. Voting Equipment Audit Guidelines Proposal**

Elections Specialists Cody Davies and Robert Williams appeared to present the memo and staff recommendations for voting equipment audit guidelines. Mr. Davies provided background information concerning the guidelines and Mr. Williams explained recommendations for the audit and reimbursement processes and error rate calculation.

Discussion.

The Commissioners raised questions pertaining to how different types of errors (machine error, administrative error, voter error, etc.) affect the calculation of an error rate for the voting equipment audit.

**MOTION:** The Commission adopts the 2022 post-election audit parameters and procedures outlined above, including the selection criteria, timeline for completion, and reimbursement with the clarification that when evaluating Item 2 on page 39-40 of the open session materials that the Commission and staff are clear on the nature of an error, and that various types of human error are documented as separate and distinct from the machine error itself, consistent with the issues raised by Chair Millis.

Moved by Commissioner Thomsen. Seconded by Commissioner Glancey.

Discussion.

**AMENDMENT:** Increase the number of selected reporting units to eight (8) in Madison and Milwaukee, and six (6) in the next twenty largest municipalities. Direct staff to take the questions raised in discussion by the Commission and present a final proposal at a future meeting prior to the General election.

Proposed by Chair Millis. Seconded by Commissioner Spindell.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

**AMENDED MOTION:** The Commission adopts the recommended motion subject to itemization and discussion of different types of errors under Item 2 on page 39-40 of the open session materials. The number of selected reporting units will be doubled to eight (8) in Madison and Milwaukee, and six (6) in the next twenty largest municipalities. The Commission directs staff to take the questions raised in discussion by the Commission and present a final proposal at a future meeting prior to the General election.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **G. Error Rate Staff Memo and Proposed Scope Statement**

Administrator Meagan Wolfe suggested the Commission revisit this agenda item at a future meeting due to the amended motion passed in agenda item F. The Commissioners agreed to do that.

## **H. Proposal for Use of 2022 Election Security Funds**

Deputy Administrator Robert Kehoe presented the proposal to allocate \$1.2 million in election security funds received from the Elections Assistance Commission. He noted that nearly 100% of the funds would be allocated to local governments through a renewal of the 2019 Election Security Subgrant for municipalities and reimbursing costs incurred by municipalities conducting post-election voting system audits.

Discussion.

**MOTION:** The Commission directs WEC staff to renew the administration of the Election Security subgrant to municipalities at the rate of up to \$1,200 per eligible jurisdiction, not to exceed a total cost of \$1,000,000.

The Commission directs WEC staff to allocate \$200,000 of Election Security grant funds towards an expanded post-election audit for the 2022 General Election encompassing at least 10% of all reporting units statewide.

Moved by Commissioner Jacobs. Seconded by Commissioner Thomsen.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **I. Absentee Certificate Envelope Redesign**

Elections Specialist Cody Davies provided an update on the absentee certificate envelope redesign. He outlined staff's collaboration with various stakeholders, including voters, election officials, and experts from the United States Postal Service, to make sure the redesigned envelopes serve everyone's needs.

Discussion.

## **J. 2023-25 Biennial Budget Preparation**

Chief Administrative Officer Sharrie Hauge gave a brief summary of preparations for submission of the 2023-25 Biennial Budget on September 15, 2022. She noted a special meeting in August will be necessary for the Commission to approve the budget decision items and the submission of its 2023-25 Biennial Budget.

Discussion.

Due to uncertainties over personal schedules, the Commission and staff agreed to determine a suitable meeting time via email next week. The meeting will take place on a specified day during the week of Monday, August 29<sup>th</sup>.

Discussion.

## **K. General Election Ballot Templates**

**MOTION:** The Commission approves the ballot design presented by staff and directs staff to utilize the ballot design for the 2022 General Election.

Moved by Commissioner Jacobs. Seconded by Commissioner Thomsen.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **L. Badger Voters Pricing**

Commissioner Jacobs asked the chair to consider moving this agenda item to the next meeting.

Chair Millis agreed to move this agenda item to the next meeting.

## **M. Electronic Registration Information Center (ERIC) Processes**

Chair Millis moved this agenda item to the next meeting.

## **N. Report of Suspected Election Fraud**

Staff Attorney Brandon Hunzicker presented the Report of Suspected Election Fraud, to be submitted to the Legislature. He explained the contents of the table on page 82 of the open session materials listing referrals to District Attorneys made by municipal clerks that the Commission has been made aware of.

Discussion.

**MOTION:** Direct Commission staff to submit the attached cover letter and report titled “Report of Suspected Election Fraud, Irregularities or Violations” to the Legislature per Wis. Stat. §§ 7.15(1)(g) and 13.172(2).

Moved by Commissioner Thomsen. Seconded by Commissioner Jacobs.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **O. Scope Statement Approval**

Attorney Hunzicker presented language for scope statements SS 029-22, concerning Approval and Security of Electronic Voting Equipment and Ballot Security and SS 030-22, concerning Training for Election Inspectors and Special Voting Deputies.

**MOTION:** Pursuant to Wis. Stat. s. 227.135(2), the Wisconsin Elections Commission today, July 22, 2022, approves scope statements SS 029-22, concerning Approval and Security of Electronic Voting Equipment and Ballot Security; and SS 030-22, concerning Training for Election Inspectors and Special Voting Deputies. In drafting the language of the rules, staff are directed to follow the guidance of the Commission as found in the minutes of this July 22 open session meeting. Staff are further directed, upon completing the draft language of each rule, to send a copy of the draft language to each Commissioner for comments and feedback. After incorporating any comments and feedback, staff are

directed to bring the draft rule language to the Commission during an open session meeting for discussion and approval before taking any further official steps within the promulgation process.

Moved by Commissioner Thomsen. Seconded by Commissioner Jacobs.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **P. Elections Education Project**

Public Information Officer Riley Vetterkind provided a project update on the elections education project. He explained that the project has two prongs: a fun education campaign consisting of 4–5-minute videos that explore different aspects of election administration intended for high school classrooms, and various print and television ads providing facts about how elections work. He noted that this project is not a get-out-the-vote campaign, but rather focuses on the nuts and bolts of election administration.

Discussion.

## **Q. Staff Update**

Administrator Wolfe presented an update of staff projects and activities. She focused her comments on the new WEC website which launched July 19 but noted that the rest of the staff update was laid out in the open session materials available on the WEC website.

Discussion.

## **R. Adjourn**

**MOTION:** To adjourn.

Moved by Commissioner Jacobs.

Seconded by Commissioner Spindell.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission adjourned open session at 4:30 pm.

####

July 22, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

July 24, 2022

July 22, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**Wisconsin Elections Commission**  
**Special Emergency Teleconference Meeting**  
201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
8:00 p.m. July 28, 2022

Special Emergency Session Minutes

**Present:** Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Don M. Millis, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Meagan Wolfe, Sharrie Hauge, Robert Kehoe, Jim Witecha, Kelly McCormick, Riley Vetterkind, John Smalley, Tony Bridges, Riley Willman, Patrick Brennan, and Anna Langdon, all by teleconference.

**A. Call to Order**

Commission Chair Millis called the meeting to order at 8:00 p.m. and called the roll. All Commissioners were present.

**B. Administrator's Report of Appropriate Meeting Notice**

Administrator Meagan Wolfe informed the Commission that proper notice was given for the emergency meeting.

**C. Discussion and Possible Action Pertaining to Alleged Unlawful Absentee Ballot Requests and Mitigation Strategies**

Chair Millis introduced the agenda item and invited Administrator Meagan Wolfe to present.

Administrator Wolfe briefed the Commission on the efforts by individuals to submit fraudulent absentee ballot requests using the MyVote website. She reviewed the relevant statutes and summarized actions WEC staff had already taken to mitigate the fraudulent attempts and communicate with the public and local election officials. She then outlined possible next steps for the Commission's consideration.

Discussion.

**MOTION:** Authorize staff to send a postcard with the draft text on page 4 of the Mitigating Unlawful Absentee Request Activity memo to the addresses indicated.

*Wisconsin Elections Commissioners*  
Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

“You are receiving this mailing from the State of Wisconsin Elections Commission to verify that you did submit an absentee ballot request for the August 9, 2022, primary election. The absentee request indicated you would like your ballot sent to an address other than your home/voter registration address. If you believe someone made this request unlawfully in your name, please contact the Wisconsin Elections Commission at [elections@wi.gov](mailto:elections@wi.gov) or 608-266-8005. If you did make this request, then no further action is needed. You can track your absentee ballot at [www.myvote.wi.gov](http://www.myvote.wi.gov).”

Moved by Commissioner Spindell. Seconded by Commissioner Bostelmann.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

Discussion.

**MOTION:** To send a follow-up communication to clerks advising them to be cautious and alerting them of their obligation under Wis. Stat. § 7.15(1)(g) to report criminal activity.

Moved by Commissioner Bostelmann. Seconded by Commissioner Jacobs.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## **D. Adjourn**

**MOTION:** To adjourn.

Moved by Commissioner Jacobs. Seconded by Commissioner Glancey.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission adjourned at 9:05 p.m.

####

July 28, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

July 29, 2022

July 28, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**Wisconsin Elections Commission**  
**Special Teleconference Meeting**  
201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
9:00 a.m. August 3, 2022

Open Session Minutes

**Present:** Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Don Millis, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Meagan Wolfe, Sharrie Hauge, Robert Kehoe, Jim Witecha, Brandon Hunzicker, Kelly McCormick, Riley Vetterkind, John Smalley, Riley Willman, Sara Linski and Anna Langdon, all by teleconference.

**A. Call to Order**

Commission Chair Millis called the meeting to order at 9:03 a.m. and called the roll. All Commissioners were present.

**B. Administrator's Report of Appropriate Meeting Notice**

Administrator Meagan Wolfe informed the Commission that proper notice was given for the meeting.

**C. Closed Session**

**1. Discussion of Litigation**

**2. Possible Referral of Election Law Violations**

**MOTION:** To adjourn into closed session as allowed by Wis. Stat. § 19.85(1)(g) and § 19.85(1)(f).

Moved by Commissioner Bostelmann. Seconded by Commissioner Thomsen.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission moved into closed session at 9:04 a.m.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

The Commission reconvened into open session at 11:07 a.m. All Commissioners and staff listed above were present.

#### **D. Discussion and Possible Action Pertaining to 2016 Guidance on Absentee Ballot Certificate Correction**

Discussion.

**MOTION:** To drop guidance pertaining to absentee ballot certificate correction and all that entails from the WEC website and issue a notice to clerks informing them of the action.

Moved by Commissioner Spindell. Seconded by Chair Millis.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

#### **E. Electronic Registration Information Center (ERIC) Processes**

Deputy Administrator Robert Kehoe presented information on processes carried out by Commission staff concerning ERIC movers data.

Discussion.

Deputy Administrator Kehoe presented information on the two other ERIC processes: the 2022 Eligible but Unregistered mailing, and 2020 General Election voter participation reports.

Discussion.

#### **F. Badger Voters Pricing**

Deputy Administrator Kehoe briefed the Commission on staff's analysis of the Badger Voters pricing scheme.

Discussion.

**MOTION:** To direct staff to look at the Badger Voters pricing scheme and come back to the Commission with alternatives on the cost of the total list to bring it in line with other states.

Moved by Commissioner Spindell. Seconded by Chair Millis.

Chair Millis asked staff if action could be taken based on how the agenda item was noticed.

Staff Attorney Jim Witecha confirmed that the agenda item was not properly noticed for action.

Chair Millis withdrew the motion.

Chair Millis asked staff if it was possible to entertain a request to alter Badger Voter prices through an administrative rule at the August 31 Commission meeting to discuss the budget.

Attorney Witecha affirmed that this was permissible, and that a rule amendment would be necessary to modify the prices.

Discussion.

Administrator Meagan Wolfe clarified that at the August 31 meeting, the Commission could direct staff to begin work on a scope statement to alter the Badger Voters pricing scheme, but staff could not do any work on a scope statement prior to that direction.

Discussion.

## **G. Discussion and Possible Action on Referral Options Related to Alleged Unlawful Absentee Ballot Requests**

**MOTION:** Staff is directed to fully and promptly cooperate with federal, state and local law enforcement and election officials with regards to requests for information relating to the false procurement of absentee ballots.

Moved by Commissioner Jacobs. Seconded by Commissioner Thomsen.

Discussion.

Chair Millis clarified that at the time of the August 3, 2022 Commission meeting, the Commission had not received a complaint, and Commission staff had discussed the authority of the Commission to make a criminal referral and decided at that time that the Commission was not in a position to do that based on the statutory authority of the Commission.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

**MOTION:** If a complaint is made to the commission pursuant to Wis. Stat. 5.05 as to the false procurement of absentee ballots, staff is directed to expedite consideration of that complaint and it shall be placed before the commission at the earliest opportunity.

Moved by Commissioner Jacobs. Seconded by Commissioner Thomsen.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	No
	Millis:	Aye	Thomsen:	Aye

Motion carried 5-1.

Discussion.

**MOTION:** Direct WEC staff to provide the Commission with a plan to strengthen entry into MyVote with another authentication method, and report back within two weeks or sooner so the plan may be implemented for the 2022 elections.

Moved by Commissioner Spindell. Seconded by Chair Millis.

Discussion.

**FRIENDLY AMENDMENT:** Change the deadline to August 31, 2022.

Proposed by Chair Millis.

Discussion.

**FRIENDLY AMENDMENT:** Change the deadline to December 15, 2022.

Proposed by Chair Millis. Agreed to by Commissioner Spindell.

**AMENDED MOTION:** Direct WEC staff to provide the Commission with a plan to strengthen entry into MyVote with another authentication method, and report back by December 15, 2022.

Roll call vote:	Bostelmann:	Aye	Glancey:	No
	Jacobs:	No	Spindell:	Aye
	Millis:	Aye	Thomsen:	No

Motion failed 3-3.

Discussion.

## **H. Discussion and Possible Action Relating to Post-*Teigen* Ballot Return Guidance to Clerks**

Discussion.

**MOTION:** Provide 52 U.S. Code § 10508 to clerks as additional guidance: “Any voter who requires assistance to vote by reason of blindness, disability, or inability to read or write may be given assistance by a person of the voter’s choice, other than the voter’s employer or agent of that employer or officer or agent of the voter’s union.”

Moved by Commissioner Spindell. Seconded by Commissioner Bostelmann.

Discussion.

**FRIENDLY AMENDMENT:** To not provide the statute to clerks as guidance, but rather send them 52 U.S. Code § 10508, notifying them that it is federal law regarding voters with disabilities.



Proposed by Commissioner Glancey. Accepted by Commissioner Spindell.

Attorney Witecha recommended compiling a list of challenged statutory provisions into a clerk communication recommending that clerks discuss those laws with their municipal attorney in light of the *Teigen* decision.

Discussion.

**FRIENDLY AMENDMENT:** In addition to 52 U.S. Code § 10508, compile a list of relevant statutory provisions into a clerk communication.

Proposed by Commissioner Bostelmann. Accepted by Commissioner Spindell.

Discussion.

**FRIENDLY AMENDMENT:** Attorney Witecha shall send the clerk communication to the Commission for a passive review.

Proposed by Commissioner Bostelmann. Accepted by Commissioner Spindell with the understanding the draft will be circulated to the Commission by late Thursday night.

Discussion.

**FRIENDLY AMENDMENT:** The clerk communication shall advise clerks that if they have any questions on the referenced statutes, they should contact their municipal attorneys.

Proposed by Commissioner Glancey. Accepted by Commissioner Spindell.

**AMENDED MOTION:** Authorize staff to draft a clerk communication reminding clerks of relevant federal, state, and local statutes regarding voters with disabilities. Clerks will be advised that if have any questions on those statutes, they should contact their municipal attorneys. The clerk communication will be available to the Commission by the end of the day Thursday and will go to the chair for approval.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## I. Adjourn

**MOTION:** To adjourn.

Moved by Commissioner Thomsen. Seconded by Commissioner Spindell.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission adjourned at 1:34 p.m.

####

August 3, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

August 5, 2022

August 3, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**Wisconsin Elections Commission**  
Special Teleconference Meeting  
201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
1:00 p.m. August 23, 2022

Canvass Minutes

Present: Commissioner Don M. Millis, in person.  
Commissioner Robert Spindell Jr., by teleconference.

Staff present: Meagan Wolfe, Robert Kehoe, Riley Willman, and Anna Langdon, in person.  
Brandon Hunzicker, Kelly McCormick, Riley Vetterkind, and John Smalley, by teleconference.

**A. Canvass of the official results of the August 9 Partisan Primary**

The meeting began at 1:03 p.m.

Chair Millis introduced himself and stated that he was reviewing the official canvass statements for the August 9, 2022 Partisan Primary pursuant to Wis. Stat. 7.70(3). He asked Administrator Meagan Wolfe if the canvass was properly noticed.

Administrator Wolfe responded that the meeting had been properly noticed in accordance with Wisconsin's open meeting laws.

Chair Millis stated that he had canvass statements for all contests, excluding the Republican primary for Congressional District 2 and the Republican primary for State Assembly District 6. He noted that the recount for Congressional District 2 concluded the day before the canvass and that the race in Assembly District 6 was within the recount margin, and the deadline to request a recount was on August 24 at 5 p.m. He stated that these races would be canvassed and certified in a separate public meeting at a later date. Chair Millis reported that he examined the canvass statements and did not find any errors or omissions in the results. He asked Administrator Wolfe if there were any omissions or errors found in the staff review of the canvass statements.

Administrator Wolfe answered that no errors or omissions had been identified in the staff review.

Chair Millis informed viewers of the meeting that he would then sign the official canvass statements. He added that once the statements were signed, they would be made public on the WEC website and clerks could prepare to print ballots for the November election.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

Chair Millis signed the statements in the following order:

Democratic constitutional offices (Governor, Lieutenant Governor, Attorney General, Secretary of State, and State Treasurer)

Democratic U.S. Senate

Democratic Congressional districts

Democratic State Senate districts

Democratic State Assembly districts

Republican constitutional offices

Republican U.S. Senate

Republican Congressional districts, excluding District 2

Republican State Senate districts

Republican State Assembly districts, excluding District 6

Libertarian constitutional offices

Libertarian U.S. Senate

Libertarian Congressional districts

Libertarian State Senate districts

Libertarian State Assembly districts

Constitution constitutional offices

Constitution U.S. Senate

Constitution Congressional districts

Constitution State Senate districts

Constitution State Assembly districts

The meeting concluded at 1:13 p.m.

####

August 23, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

August 23, 2022

August 23, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

## Wisconsin Elections Commission

### Special Meeting

201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
2:00 p.m. August 25, 2022

### Canvass Minutes

Present: Commissioner Don M. Millis, in person.

Staff present: Meagan Wolfe, Robert Kehoe, Kelly McCormick, Riley Willman, and Anna Langdon, in person.

Sharrie Hauge and Sara Linski, via Zoom.

#### **A. Canvass of the official results of the August 9 Partisan Primary for the Republican primary for Congressional District 2 and the Republican primary for State Assembly District 6**

The meeting began at 2:00 p.m.

Chair Millis introduced himself and stated that he was reviewing official canvass statements for the Republican August 9, 2022 Partisan Primary pursuant to Wis. Stat. § 7.70(3). He asked Administrator Meagan Wolfe if the canvass was properly noticed.

Administrator Wolfe responded that the meeting had been properly noticed in accordance with Wisconsin's open meeting laws.

Chair Millis stated that he was reviewing canvass statements for the Republican primary for Congressional District 2 and the Republican primary for State Assembly District 6, which were being canvassed separately because they were both within the recount margin. Chair Millis reported that he had examined the canvass statements and did not find any errors or omissions in the results. He asked Administrator Wolfe if there were any omissions or errors found in the staff review of the canvass statements.

Administrator Wolfe answered that no errors or omissions had been identified in the staff review.

Chair Millis informed viewers of the meeting that he would then sign the official canvass certifications. He added that once the statements were signed, they would be made public on the WEC website and clerks would prepare to print ballots for the November election.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

The meeting ended at 2:01 p.m.

####

August 25, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

August 26, 2022

August 25, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**Wisconsin Elections Commission**  
**Special Teleconference Meeting**  
201 W. Washington Avenue, Second Floor  
Madison, Wisconsin  
9:00 a.m. August 31, 2022

Open Session Minutes

**Present:** Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Ann Jacobs, Commissioner Don M. Millis, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Julia Billingham, Sharrie Hauge, Brandon Hunzicker, Robert Kehoe, Anna Langdon, Sara Linski, Kelly McCormick, John Smalley, Riley Vetterkind, Riley Willman, Jim Witecha, and Meagan Wolfe, all by teleconference.

**A. Call to Order**

Commission Chair Millis called the meeting to order at 9:05 a.m. and called the roll. All Commissioners were present.

**B. Administrator's Report of Appropriate Meeting Notice**

Administrator Meagan Wolfe informed the Commission that proper notice was given for the meeting.

**C. 2023-2025 Biennial Budget**

**1. Presentation and Approval of Base Budget**

Chief Administrative Officer Sharrie Hauge provided an overview of the budget process and timeline. She noted that the Major Budget Policies and Budget instructions provided to state agencies by the Department of Administration stated that all agencies should assume zero percent growth in overall GPR appropriations in each fiscal year of the 2023-25 biennium.

Administrator Wolfe clarified that of the three recommended motions included in the Commission's materials under this section of the 2023-2025 Biennial Budget agenda item, only the first two should be considered under Section 1. The third should be considered under Section 2.

Discussion.

**MOTION:** Approve the overall approach of submitting a budget request for 2023-25 which will continue current agency operations and add two decision items.

Moved by Commissioner Spindell. Seconded by Commissioner Bostelmann.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

**MOTION:** The Commission directs staff to request a statutory language for the Voter Identification Training Appropriation to read 20.510 (1)(c) *County and Municipal Clerk Training* to broaden the language so that the funds can be used for all training of municipal and county clerks. It is proposed that the language be changed to the following: “~~Voter identification~~ *County and Municipal Clerk Training*. The amounts in the schedule for training of county and municipal clerks concerning the administration of Elections as outlined in Wis. Stats. Chapters 5-10 and 12 including voter identification requirements provided in 2011 Wisconsin Act 23.”

Moved by Commissioner Jacobs. Seconded by Commissioner Glancey.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

## 2. Presentation and Approval of Budget Request (DIN)

Administrator Wolfe presented the proposal to establish an Office of the Inspector General within the Wisconsin Elections Commission.

Discussion.

**MOTION:** The Commission directs staff to request the creation of an Office of Inspector General and to create 10 GPR FTE to operate an Inspector General Program.

Moved by Commissioner Spindell. Seconded by Commissioner Bostelmann.

Discussion.

Chair Millis left the meeting at 10:29 a.m. He re-entered the meeting at 10:30 a.m.

The Commission took a break at 10:30 a.m. and resumed discussion at 10:36 a.m. All Commissioners were present.

**FRIENDLY AMENDMENT:** Replace “It is proposed that the position of the Election Inspector General would be an unclassified position, which is hired by, and serves at the pleasure of, the six-member Wisconsin Elections Commission. This would allow the six-member WEC, who is appointed

by legislative leadership, more oversight and information as the office is implemented” on page 4 of “Issue Paper: Funding for Elections Inspector General” with “The position of the Elections Inspector General would be an unclassified position which is hired by and serves at the pleasure of the Administrator. The Elections Inspector General would report directly to the Administrator.”

Delete the following language in that paragraph: “The Inspector General and staff will consist of 10 people. The Inspector General will manage the review of election programs and initiatives, direct the preparation of reports, and supervise the nine other staff members. The Inspector General and staff may also complete special projects as needed. The Inspector General will report directly to the Administrator.”

Proposed by Commissioner Thomsen. Accepted by Commissioner Spindell and Commissioner Bostelmann.

Discussion.

**AMENDED MOTION:** The Commission directs staff to request the creation of an Office of Inspector General and to create 10 GPR FTE to operate an Inspector General Program.

Replace “It is proposed that the position of the Election Inspector General would be an unclassified position, which is hired by, and serves at the pleasure of, the six-member Wisconsin Elections Commission. This would allow the six-member WEC, who is appointed by legislative leadership, more oversight and information as the office is implemented” on page 4 of “Issue Paper: Funding for Elections Inspector General” with “The position of the Elections Inspector General would be an unclassified position which is hired by and serves at the pleasure of the Administrator. The Elections Inspector General would report directly to the Administrator.”

Delete the following language in that paragraph: “The Inspector General and staff will consist of 10 people. The Inspector General will manage the review of election programs and initiatives, direct the preparation of reports, and supervise the nine other staff members. The Inspector General and staff may also complete special projects as needed. The Inspector General will report directly to the Administrator.”

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

Discussion.

### 3. Presentation of Federal Grant Funding Update and Approval of Expenditures

Senior Accountant Julia Billingham presented the current 2018/2020 Election Security fund balance.

Deputy Administrator Robert Kehoe provided further detail on the rationale for staff’s proposals regarding the unencumbered funds.

Discussion.

**MOTION:** To adopt Motions 1, 2, and 3 on page 13 of the Commission's materials.

**MOTION 1:** The Commission grants authority to request the extension of up to four §16.54 project positions for an additional three years (November 11, 2022 – November 11, 2025) at a cost not to exceed \$300,000 annually.

**MOTION 2:** The Commission approves the staff recommendation to appropriate \$120,000 of the Election Security funds for the renewal of Microsoft Dynamics CRM licenses or a slightly higher amount that reflects the actual cost of the renewal.

**MOTION 3:** The Commission approves the staff recommendation to budget \$75,000 annually for website support services to maintain our new WEC website.

Moved by Commissioner Thomsen. Seconded by Commissioner Jacobs.

Discussion.

Roll call vote:	Bostelmann:	Aye	Glancey:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

Discussion.

Ms. Hauge pointed out a typo on page 14 of the Commission's materials pertaining to the dollar amount for the four project positions. She noted that the positions would cost \$300,000 annually for a total of \$900,000 rather than \$600,000, leaving a fund balance of \$53,000 for unencumbered funds. This typo had no effect on the motion.

#### **D. Discussion of Election Observer Policy and Possible Action Concerning Related Guidance and/or Scope Statement**

Staff Attorney Brandon Hunzicker presented to the Commission the option to direct staff to submit a scope statement concerning election observers at polling places around the state.

Discussion.

**MOTION:** Direct staff to begin the first steps of moving toward a permanent rule on election observer policy.

Moved by Commissioner Thomsen. Seconded by Commissioner Glancey.

Discussion.

Chair Millis clarified that staff cannot begin the process of preparing a scope statement without authorization by the Commission.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	No
Millis:	Aye	Thomsen:	Aye

Motion carried 5-1.

Discussion.

## **E. Closed Session**

### **1. Election Complaints**

### **2. Litigation Update**

### **3. Discussion of Potential Litigation**

*§19.851 – The Commission’s deliberations concerning an investigation of any violation of the law under the jurisdiction of the Commission shall be in closed session.*

*§19.85(1)(g) – The Commission may confer in closed session with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*

**MOTION:** To go into closed session for purposes laid out under §19.851 and §19.85(1)(g).

Moved by Commissioner Bostelmann. Seconded by Commissioner Thomsen.

Roll call vote: Bostelmann:	Aye	Glancey:	Aye
Jacobs:	Aye	Spindell:	Aye
Millis:	Aye	Thomsen:	Aye

Motion carried 6-0.

The Commission moved into closed session at 11:42 a.m.

## **F. Possible Action Concerning Voter Registration Forms**

The Commission did not reconvene into open session.

## **G. Adjourn**

The Commission adjourned in closed session at 1:48 p.m.

####

August 31, 2022 Wisconsin Election Commission meeting minutes prepared by:

---

Anna Langdon, Help Desk Staff

September 2, 2022

August 31, 2022 Wisconsin Election Commission meeting minutes certified by:

---

Julie Glancey, Commission Secretary

September 21, 2022



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Administrator

Prepared and presented by:

Cody Davies  
Election Administration Specialist

Robert Williams  
Elections Administration Specialist

**SUBJECT:** Updated 2022 Post-Election Electronic Voting Equipment Audit Proposed Guidelines

## Introduction

The post-election audit is designed to assess the Election Day performance of electronic voting systems using a review of the actual votes cast by electors to verify the accuracy of both programming and tabulation. The voting equipment audit serves as an important tool to deter voting system fraud and detect any large-scale voting system errors. Most importantly, the post-election voting equipment audit ensures that voting systems currently certified for use in Wisconsin elections are performing up to required standards for continued certification. Information obtained in the audit also provides crucial feedback that allows jurisdictions to help improve election administration in future elections.

## Background

As part of the Commission's July 2022 quarterly meeting, Commissioners established detailed procedures related to contest, reporting unit, and equipment selection, as well as procedures for audit completion and municipal reimbursement. A full list of Commission approvals for the voting equipment audit from the July 2022 meeting can be found in Appendix A following this memorandum. At the July 2022 meeting, Commissioners directed staff to reevaluate recommendations regarding both what constitutes a legitimate tabulation error and how the overall error rate will be calculated. Following further staff research and analysis, those recommendations and procedures have been updated to clarify that neither election administration errors from election day, nor auditor errors in tallying are to be considered an error as defined by the Commission. All updated recommendations can be found on page 5 of this memorandum.

## Audit Completion Timeline

For the 2022 post-election voting equipment audit, the Commission approved a continuation of the practice that all post-election audits be conducted and submitted to WEC prior to the state deadline to certify election results

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

on December 1, 2022. The deadline for submission of audit materials and results to be submitted to WEC is no later than November 25, 2022. In the event of a potential statewide recount, the Commission approved a temporary postponement of the voting equipment audit until the recount deadline has passed. While this postponement was granted by the Commission only if one or more statewide contests are within the margin for recount, there were no specifics discussed to address the recount petition period or how to proceed should a recount occur.

To build upon this approval and offer clarification to clerks, staff further recommends two approaches to the possibility of a statewide recount. If one or more statewide offices are within the margin for a recount, staff recommends that the audit be completed timely and on the originally approved schedule if the recount petition deadline falls on or before November 17, 2022. However, if the recount petition deadline falls on or after November 18, 2022, *and* no recount petition is submitted, staff recommends granting an additional week to clerks for them to complete their audits. This would put the final material submission deadline on December 2, 2022. The reason for this proposal is based upon both the county canvass period and any subsequent three-day recount petition period there may be. As county clerks have 14 days following the election to submit their canvass documents to WEC for final review, it is possible that the last of the county canvass documents could be submitted as late as November 22. Adding the three-day recount petition period to this late canvass submission deadline would mean that, in this specific circumstance, municipalities would not begin their audits until at least November 26, which is the day after materials are due under the approved plan assuming no recount. Given the time that clerks need to retrieve election materials from the county, post appropriate public notice, and conduct their audit, granting additional time for audit completion is reasonable.

The second staff recommended approach concerning recounts and audits pertains to how to proceed if a recount for statewide office is requested by an aggrieved candidate. In this set of circumstances, staff recommends postponing the audit until the completion of the recount. Once again using November 25 as the petition deadline and allowing for the 13 days that statute provides to complete a recount, staff anticipates that a statewide recount would end on or before December 8, 2022. Clerks would have limited options for completing their audits during this time. First, they could conduct the audit immediately following the recounting of the ballots for the selected reporting unit(s) at the same location where the recount occurred. Second, the clerks would have the option to relinquish custody of the election materials back to the county to be retrieved by the municipality at a later date for the completion of the voting equipment audit. For municipalities that opt for this approach, staff once again recommends additional time be granted during which the audit can be completed, requiring that audit materials be submitted to WEC no later than December 16, 2022.

As ballot protection and security best practices dictate that the ballot bags should be accessed as few times as possible, opening the ballot bags to conduct the voting equipment audit prior to a recount is not recommended. If a recount does move forward, as was seen in 2020, ballots can be audited immediately after the recounting is complete or resealed in a ballot bag and audited at a separate location. During the 2016 statewide recount, reporting units where ballots were hand counted were exempted from the audit. Staff also recommends this for the 2022 voting equipment audit. In the event that the Commission wishes this to be the approach in the event of a 2022 statewide recount, staff will include this information in training documents accordingly.

While these recommendations run counter to the goal and previous practice of having all audits completed prior to the certification of election results, they are not without precedent. Prior to staff recommendation, and Commission approval in 2018, there was no requirement that the audits be completed prior to the certification of election results. Even though the 2018 and 2020 audits were required to be completed pre-certification, all voting equipment audits conducted prior to 2018 were completed post certification. Additionally, state law



issues no mandatory date by which voting equipment audits must be completed. With that said, the goal of the staff is to complete the audits pre-certification in 2022, as well. However, with so many highly competitive contests on the ballot for the November General Election, it is important to have a series of contingency plans to prepare for the possibility of a recount.

### **Post-Audit Procedures**

Each municipality conducting an audit must submit the designated reporting forms and supporting documents from the audit, including tally sheets. This submission serves as confirmation that the audit has been completed and must also detail and describe any discrepancies or error encountered in the process. Discrepancies listed that would be considered tabulator errors would be included in the final error rate calculation, whereas errors attributable to election administration on election day or auditor mistakes would not be calculated in the final error rate.

WEC staff may, at its sole discretion, request that the municipality submit all audit materials, including the source documents (ballots, poll lists, etc.) to the WEC for further review. In such a case, the WEC will reimburse the municipality for the associated postage/shipping costs.

In the event that a discrepancy between the machine tally and the paper record tally cannot be reasonably explained, WEC staff may request that the voting equipment manufacturer investigate and explain the reasons for any differences between the machine tally and the paper record tally. Should the vendor fail to provide a sufficient written explanation, including recommendations for preventing future occurrences, within 30 days of notification, the WEC may suspend approval of the affected voting system in Wisconsin. This suspension will be implemented immediately, pending an appeal by the vendor to the Commission, which must be filed within 30 days of the suspension.

Based upon the results of the audit, the Wisconsin Elections Commission may, at its sole discretion, choose to re-test a voting system per Wis. Adm. Code EL Chapter 7. Such test would be a condition of continuing approval of said voting system.

### **Error Rate Calculation**

VVSG 1.0 is the federal testing standard to which voting equipment in Wisconsin is certified. The VVSG 1.0 maximum allowable error rate for approval in federal testing, 1 in 500,000 ballot positions, is also the standard referenced in Wis. Stat. 7.08(6) against which voting equipment audit results will ultimately be compared. This allowable rate for testing under VVSG 1.0 is in contrast with the target error rate of 1 in 10,000,000 ballot positions. Staff has worked to identify tabulation related issues that would be considered machine errors both in federal testing standards and based upon experiences from previous audits.

When calculating the error rate found in the voting equipment audit, if any, it is important to define what constitutes an error. To this end, staff has reviewed the 2005 Voluntary Voting System Guidelines (VVSG 1.0), the federal testing standard to which voting equipment in Wisconsin is certified. Staff recommends that only documented tabulator issues be considered in the error rate of the voting equipment audit. Considering VVSG 1.0 standards and experiences in previous audits, staff recommends the following items be considered as tabulator errors for the purposes of the voting equipment audit should they cause a difference between the hand tally totals and equipment totals: extraneous perforations, smudges, and folds, marking pen bleed through, dirty scan head, votes attributed to the wrong candidate by the tabulator, votes not counted due to a certain color of

ink being used, foreign bodies such as ink flakes and dust on the ballot, programming issues not present at the time of public testing, or anything not mentioned herein which would cause an otherwise empty oval to register as a vote. These issues are directly attributable to tabulator error and would be included in the error rate calculation.

The error rate will be calculated using the data gathered from hand tally results submitted to WEC on an audit reporting form. With Commission approval of what defines and constitutes a tabulator error, staff will update the current reporting form to include fields for collecting information on both the number of errors and the specific type of error(s), from the list above, that were discovered during the audit, if any.

Clerks will be asked to explain any discrepancy in their audit, and whether it results from human or tabulator error. Issues that can be attributed to human erroneousness such as administration errors at the polling place, auditor errors in tallying, voter intent inclusion during auditing, etc., would not be included in the calculated error rate. Election administration errors in which a tabulator appropriately flags a ballot but is then overridden by an election inspector without investigation of the issue, would also not be included in a final error rate calculation. This presents a unique situation in which there is potential where ballots could be processed in a non-uniform manner, as was seen in the 2020 voting equipment audit.

Following analysis of the data from all selected reporting units, staff will present results to the Commission for an overall error rate to be calculated as directed by Commissioners and as directed by statute. Commissioners will be presented with the final error rate in both a fraction and percentage as part of the final voting equipment audit report at a future meeting.

### **Establishment of Current Federal Error Standard**

The current allowable error rate was established in the 2005 Voluntary Voting System Guidelines (VVSG 1.0). VVSG 1.0, which is the current federal testing standard, requires that for voting systems to gain federal certification, they must be put through a specific series of tests by a voting systems test laboratory (VSTL) to ensure that, not only are ballots accurately tabulated, but that the system is correctly executing source code and that the system meets all other requirements of VVSG 1.0. Should the system meet the requirements, the VSTL recommends certification, which is then completed by the federal Election Assistance Commission (EAC), with the issuance of a certificate of certification.

Voting systems must comply with VVSG 1.0 guidelines to receive federal certification. However, states may choose to make some or all of the federal guidelines, testing, or certification mandatory under their own state laws. Pursuant to Wis. Stat. §5.91, the WEC may issue state certification for a voting system regardless of the federal certification status. In practice, WEC staff has accepted voting system test applications only when at least one of the system versions in the application is EAC certified. This ensures that the system has been federally tested and meets the error limits listed in VVSG 1.0.

There have been two updates to the VVSG in the years subsequent to 2005. In 2015, the EAC provided VVSG 1.1, which made a limited series of updates to VVSG 1.0. VVSG 1.1, however, was never implemented as the federal testing standard, leaving VVSG 1.0 as the set of guidelines to which voting system vendors develop their equipment. Shortly after the passage of VVSG 1.1, the EAC began development of the next set of voting system standards which would become VVSG 2.0.

### **Summary of Recommendations**

1. Define a voting equipment error for the purposes of the 2022 voting equipment audit as any and all of the following, if resulting in discrepancies between hand tally and equipment vote totals:
  - a. extraneous perforations, smudges, and folds,
  - b. marking pen bleed through,
  - c. dirty scan head,
  - d. votes attributed to the wrong candidate by the tabulator,
  - e. votes not counted due to a certain color of ink being used,
  - f. foreign bodies such as ink flakes and dust on the ballot,
  - g. programming issues not present at the time of public testing, or
  - h. Anything not mentioned herein which would cause an otherwise empty oval to register as a vote.

Any errors attributable to human actions, such as election administration shortcomings or equipment auditors during ballot review, will not be suggested for inclusion of the final equipment error rate calculation as they are not attributable to the equipment itself.
2. Require clerks and auditors to identify and separate equipment errors from auditor or election administration errors in their documentation.
3. Postpone voting equipment audit until any applicable recount deadline has passed in statewide contests where a recount is possible. Should the recount deadline fall on or after November 18, 2022, grant clerks an additional week to complete their voting equipment audit, thereby requiring documentation to be submitted no later than December 2, 2022.
4. Postpone audit until completion of recount if it is for statewide contest. Should the audit be postponed due to a recount in statewide office, all materials must be submitted to WEC no later than December 23, 2022.
5. Exempt reporting units from audit in the event of a recount if the ballots for that reporting unit are hand counted as was done in 2016.
6. Work with the Commission to calculate an error rate for each type of equipment audited, as well as an overall error rate for all equipment, pursuant to Wis. Stat. 7.08(6).

### **Recommended Motion:**

The Commission adopts these updated 2022 post-election audit parameters and procedures outlined above, including recount considerations, timeline for completion, and error rate calculation.

**Appendix A: Commission Approved Audit Guidelines as of July 22, 2022**

1. Double the audit sample size to 10% of all reporting units statewide.
2. Randomly select a total of four (4) contests to be audited from the list of eight statewide contests with the Gubernatorial contest automatically selected.
3. Ensure that at least one (1) piece of voting equipment is selected for audit in each of the 72 Wisconsin counties.
4. Ensure that a minimum of five (5) reporting units are selected for each piece of equipment certified for use in Wisconsin that records and tabulates votes.
5. Ensure that the maximum number of reporting units selected in a given municipality is based upon population starting at eight (8) reporting units for the two largest municipalities then six (6) for the next twenty largest municipalities, and finally a maximum of one (1) reporting unit for municipalities not in the top twenty largest.
6. Continue to require audit completion prior to the certification of General Election results with audit materials and results submitted to WEC no later than November 25, 2022.
7. Reimburse municipalities with a \$50 base rate per reporting unit plus \$0.35 per ballot audited.
8. Offer counties the option to participate in voluntary post-election audits to be conducted concurrently with the county-level canvass and to have the reimbursement structure of this voluntary audit mirror the same reimbursement structure detailed above.
9. Postpone voting equipment audit until any applicable recount deadline has passed in statewide contests where a recount is possible
10. Calculate an error rate for each type of equipment audited, as well as an overall error rate for all equipment, pursuant to Wis. Stat. 7.08(6)
11. Any municipality utilizing central count for absentee ballots are to audit ballots processed at central count for any selected reporting unit(s)

**Appendix B: Audit Reporting Form Sample**

**Reporting Form**  
**2022 Post-Election Voting Equipment Audit**  
**November 8, 2022 General Election**

**Municipal Information**

<b>Municipality:</b>	<b>County:</b>	<b>Audit Date(s):</b>
<b>Municipal Clerk:</b>	<b>Phone:</b>	
<b>Reporting Unit(s):</b>		
<b>Names of Auditors:</b>		
<b>Number of Equipment Errors:</b>	<b>Number of Ballots Audited:</b>	
<b>Location Audited:</b> Central Count <input type="checkbox"/> Polling Place <input type="checkbox"/>		

**Voting Equipment Information**

<b>Voting Equipment Serial Number:</b>
<b>Memory Device Serial Number:</b>
<b>Voting System (Vendor, Model/Name):</b>

**Election Totals** (Use this sheet after you have completed all your tally sheets. Tally your **subtotals** from individual tally sheets in the “Audit” column below. Transfer original election-night voting equipment totals to the “Equipment” column. Please explain any difference between machine and audit totals in the space provided. Election administration or auditor errors must be explained separately from legitimate tabulator errors, if any.)

Governor/ Lt. Governor	Equipment	Audit	Difference
<i>Write-ins / Scattering</i>			
<i>Overvotes</i>			
<i>Undervotes</i>			
<b>Total</b>			

**Explanation of Difference:**

**Remember! Attach Copies of Tally Sheets and Equipment Results Tapes.  
If more space is needed for explanation, please attach additional pages.  
\*See next page for remaining contests \***

**Appendix C: Voting Equipment Subject to Audit**

Accessible Equipment

ClearBallot ClearAccess  
Dominion (Sequoia) Edge  
Dominion ImageCast X  
Dominion ImageCast Evolution  
ES&S ExpressVote  
ES&S EspressVote Tabulator

Optical Scan Tabulators

ClearBallot ClearCast  
Dominion (Sequoia) Insight  
Dominion ImageCast Evolution  
ES&S M100  
ES&S DS200  
ES&S DS450 (Central Count Only)  
ES&S DS850 (Central Count Only)



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | [elections@wi.gov](mailto:elections@wi.gov) | [elections.wi.gov](http://elections.wi.gov)

---

**DATE:** For the September 21, 2022, Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe, Administrator

Prepared by Commission Staff

**SUBJECT:** Updates on Election Security .gov Email Domain subgrant and 2022 Election Security Subgrant

## Introduction

This memo provides a final summary of the Election Security .gov Email Domain subgrant program and a status update on the recently renewed 2022 Election Security Subgrant for Municipalities.

### A. Election Security .gov Email Domain Subgrant

In August, 2021, the WEC began working with its municipal and county partners to assist their transitions to more secure .gov email domains (see August 25, 2021, clerk communication, [Elections Security: Trusted Email Address Information](#)). The documentation outlined why a wi.gov or .gov email address is more trustworthy and secure for their locality as well as their constituents. The WEC worked with the Wisconsin Department of Administration to create an interim process for local jurisdictions to establish the wi.gov domains. Additional documentation was provided outlining the steps needed to establish a federal .gov domain if that was preferred.

At the January 11, 2022, Commission meeting, a \$600 per municipality subgrant was authorized to assist municipalities with the costs they were incurring transitioning to these .gov domains. Those costs included staff time, IT consultant fees and monthly email hosting. The approved subgrant allocation was \$300,000. The subgrant program included reimbursement of allowable costs incurred from August 24, 2021, to August 15, 2022, and the subgrant period closed on August 31, 2022.

Since the .gov domain initiative began in August, 2021, WEC staff has worked with almost 600 municipalities and counties, assisting them with setting up their wi.gov domain and/or processing their subgrant reimbursements. Many jurisdictions established .gov domains and worked directly with CISA (Cybersecurity and Infrastructure Security Agency).

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

---

Administrator  
Meagan Wolfe

**Table 1: Subgrant statistics**

<b>.gov Domain Subgrant Statistics</b>	
Total subgrant allocation	\$300,000
Total amount requested	\$139,755
Average request	\$500
Total requests	280
Unallocated subgrant amount	\$160,245

**Table 2: Trusted .gov Domain statistics**

<b>.gov Domains in use by WI localities</b>	<b>Jan, 2022</b>	<b>July, 2022</b>	<b>Sept, 2022</b>	<b>Percentage Increase</b>
wi.gov	139	169	220	58%
.gov	80	128	211	164%
<b>Total</b>	<b>219</b>	<b>297</b>	<b>431</b>	<b>97%</b>

*Data derived from .gov domains in WisVote, subgrant requests and DOA/DET reporting.*

Interest in the .gov subgrant program remains high and clerks attending the Wisconsin Municipal Clerks Conference on August 26, 2022, asked if the Commission would consider renewing the subgrant in the near future. As shown in Table 1, over \$160,000 in subgrant funds remain unallocated. Therefore, the Commission may choose to authorize an extension of the subgrant period until some future date or until funds are exhausted. If the Commission opts to extend the subgrant period, staff request approval to delay reopening of the .gov subgrant window for at least 60 days to prevent confusion or conflicts with the Election Security Subgrant renewal.

## **B. 2022 HAVA Election Security Subgrant renewal**

The Commission approved the renewal of the 2019/2020 Election Security Subgrant at the July 22, 2022, meeting. The grant was created to allow municipalities to make fundamental cyber-security improvements to meet basic cybersecurity requirements such as up-to-date software, endpoint security, and technical support.

The subgrant dates have been modified slightly to allow municipalities additional time to apply for the grant, past the November General Election. The updated timeline is:

<b>2022 Election Security subgrant for Municipalities</b>	
NLT September 16, 2022	Subgrant announced, applications accepted
December 31, 2022	Deadline to submit subgrant applications (MOU)
February 28, 2023	Compliance forms due



Commission staff will utilize multiple communication channels to reach the broadest audience possible. If necessary, webinars will be held to assist clerks with utilizing the funds to meet either baseline security compliance or, if baseline requirements are met, to expend the funds in the most useful manner for their jurisdiction.

### **Recommended Motion**

The Commission directs staff to extend the Elections Security .gov Email Domain subgrant program previously authorized on January 11, 2022, and to continue administration of the subgrant until December 30, 2022 (or until funds are exhausted). Staff are authorized to delay reopening of the subgrant window as needed to facilitate other subgrant programs, but subgrant eligibility will remain retroactive to the original authorization date of January 11, 2022.





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022 Commission Meeting

**TO:** Commissioners, Wisconsin Elections Commission

**FROM:** Meagan Wolfe, Administrator  
Wisconsin Elections Commission

**SUBJECT:** 2023 Four-Year Voter Record Maintenance Process

This memo is provided to allow the Commission sufficient time to review and comment on the Four-Year Voter Record Maintenance postcard design and project timeline to be used next summer.

## 1. Background

Wisconsin Statutes § 6.50 requires the Commission, no later than June 15<sup>th</sup> following a general election, to mail notices to all voters who have been registered to vote for the past four years but have not voted. The notice indicates that voters' registrations will be deactivated unless they request continuation of their registration within 30 days.

Voters who receive the notice can request continuation in several ways. The voter can sign and return the "Keep Me Registered to Vote" section of the "Notice of Voter Registration Suspension" postcard. A written request for continuation of registration can also be made in person or sent by mail. A voter whose name or address has changed must re-register. The postcard directs voters who believe they received it in error to contact their municipal clerk or the Commission and provides voters with the Commission's toll-free number.

If the notice is returned as undeliverable or if the voter does not respond within 30 days, the Commission deactivates the voter's registration in the statewide voter registration system. Voters who are deactivated do not appear on the poll list on Election Day and must re-register in order to vote. Commission staff plan to complete this process on or before July 31, 2023. Returned postcards resulting in the deactivation of a registration (those marked undeliverable or indicating a change in status such as "voter deceased") are retained with the original voter registration documents until the expiration of the 4-year records retention deadline per Wis. Stat. §7.23(1)(c).

Not later than August 1, the Commission must post voter record maintenance statistics on the agency website. Wis. Stat. §6.50 (2r). The data must include:

- a. The total number of notices mailed.
- b. The number of notices returned as undeliverable.
- c. The number of notices that were returned requesting continuation of registration.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

- d. The number of notices that were returned requesting cancellation of registration.
- e. The number of notices returned with an indication that the named elector is deceased.
- f. The number of notices that were not returned.
- g. The number of electors who received notices and whose status changed from eligible to ineligible. Wis. Stat. §6.50(2r).

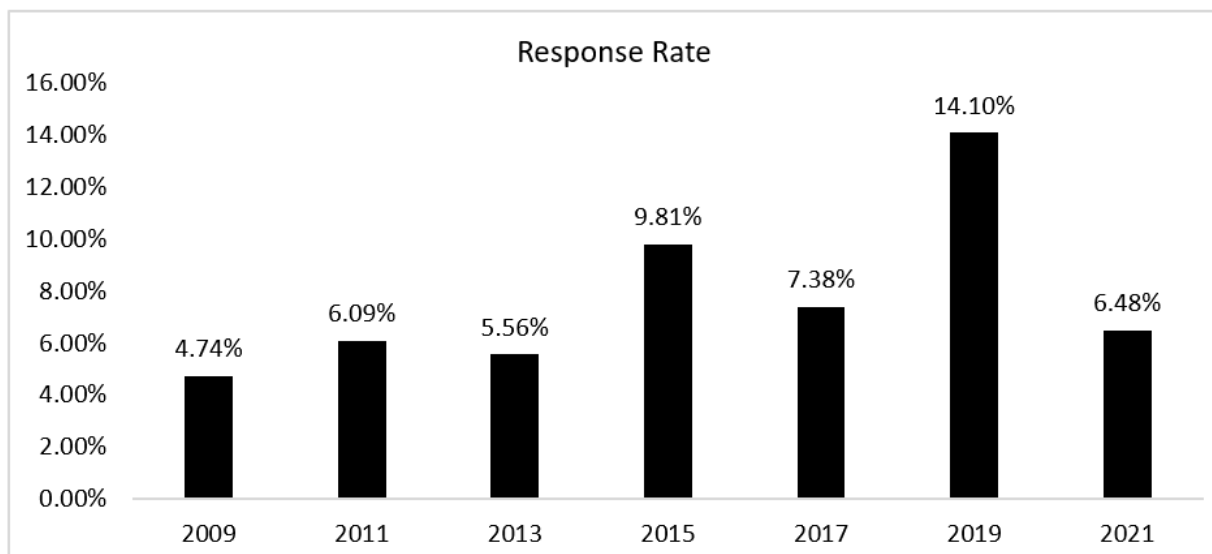
## 2. Mailing Statistics

Since 2009 the state has performed seven statewide list maintenance processes. Tables 1 and 2 are a comparison of the summary statistics for each of the seven years and a comparison of the response rate of voters who returned a request to remain registered.

Table 1 (Comparison of Summary Statistics by year)

Year	2021	2019	2017	2015	2013	2011	2009
Total Notices Mailed	186,982	113,314	381,495	97,981	299,748	240,505	313,205
Requested Continuation	12,121	15,974	28,169	9,610	16,652	14,636	14,856
Undeliverable	62,853	30,342	153,416	25,179	105,667	52,418	181,936
Requested Deactivation	38	23	250	26	7	N/A	N/A
Deceased	736	600	799	342	278	N/A	N/A
Deactivated for Other Reason	121	187	7,692	N/A	N/A	N/A	N/A
Duplicates Merged	385	271	532	N/A	560	N/A	N/A
Total Deactivated	174,307	95,939	351,733	83,070	N/A	N/A	N/A

Table 2 (Comparison of Request Continuation Response Rate)



Many factors influence the response rate for the Four-year Maintenance mailing. Historical response rates cannot be attributed to the mailing design alone. Registration trends corresponding with Presidential and midterm elections are a factor. In addition, the Commission began sending quarterly ERIC mover mailings in July of 2021. It is difficult to predict the impact, if any, of the ERIC maintenance processes on the Four-Year Voter Record Maintenance. Preliminary counts of the number of voters that meet the four-year maintenance criteria will be available after December 23, 2022 the deadline for clerks to enter voter participation and voter registrations in WisVote.

### 3. Mailer Design History

Wis. Stat. § 6.50(1) requires the notice to electors to be in “substantially the following form:”

#### NOTICE OF SUSPENSION OF REGISTRATION

You are hereby notified that your voter registration will be suspended, according to state law, for failure to vote within the previous 4-year period, unless you apply for continuation of your registration within 30 days. You may continue your registration by signing the statement below and returning it to the office of the municipal clerk .... (mailing address and telephone number of office of municipal clerk or board of election commissioners) by mail or in person.

#### APPLICATION FOR CONTINUATION OF REGISTRATION

I hereby certify that I still reside at the address at which I am registered and apply for continuation of registration.

Signed ....

Present Address ....

If you have changed your residence within this municipality or changed your name, please contact the office of the municipal clerk .... (mailing address and telephone number of office of municipal clerk or board of election commissioners) to complete a change of name or address form.

[Office of clerk or board of election commissioners

Address


Telephone]

In 2021 Commission staff updated the postcard design to incorporate suggestions approved by the Commission at its April 29, 2021, meeting. Specifically, the 2021 postcard design included color print, updated language to make it clear the mailer is pertinent to voter registration and bolding and enlargement of important language.


Common complaints about the postcard included the size of the print and the emphasis that a response to the mailing is needed to remain registered to vote. The timeline at the end of the memo has allowed for time for Commission comments and revisions to the postcard, as well as for usability testing. Final Commission approval is scheduled for the March 2023 Commission meeting.

Provided for Commission review and comment are images of the 2021 postcard design with accompanying proposed changes for the 2023 postcard.

Exterior Side 1 (2021 Notice) – Title revised to clearly state suspension risk. Color printing added.



## State of Wisconsin Notice of Voter Registration Suspension



Election records show you have not voted in the last four years. Stay registered to vote by choosing one of these two options:

1. If your address hasn't changed, sign and return the other half of this card; or
2. If your address is different, visit [myvote.wi.gov](https://myvote.wi.gov) to update your voter information.

Need Help? Call Wisconsin Elections Commission 1-866-868-3947.

¿Necesitas ayuda en Español?  
Llama a su secretario municipal o visita [myvote.wi.gov/es-es/](https://myvote.wi.gov/es-es/)

Statutory Notice of Suspension of Registration. You are hereby notified that **your voter registration will be suspended**, according to state law, for failure to vote within the previous 4-year period, **unless you apply for continuation of your registration within 30 days**. You may continue your registration by signing the attached statement and returning it to the office of the municipal clerk by mail or in person. Wis. Stat. sec 6.50(1).

Exterior Side 1 (Proposed 2023 Optional Certification) – Emphasis on Keep Registered. Large Logo and more white space.

# Keep Me Registered To Vote



## Still at the same address?

Sign the statement below and return it by **July 15, 2023** to stay registered.

I hereby certify that I still reside at the address listed below and want to stay registered to vote in Wisconsin.

Signed \_\_\_\_\_ on \_\_/\_\_\_\_/2023

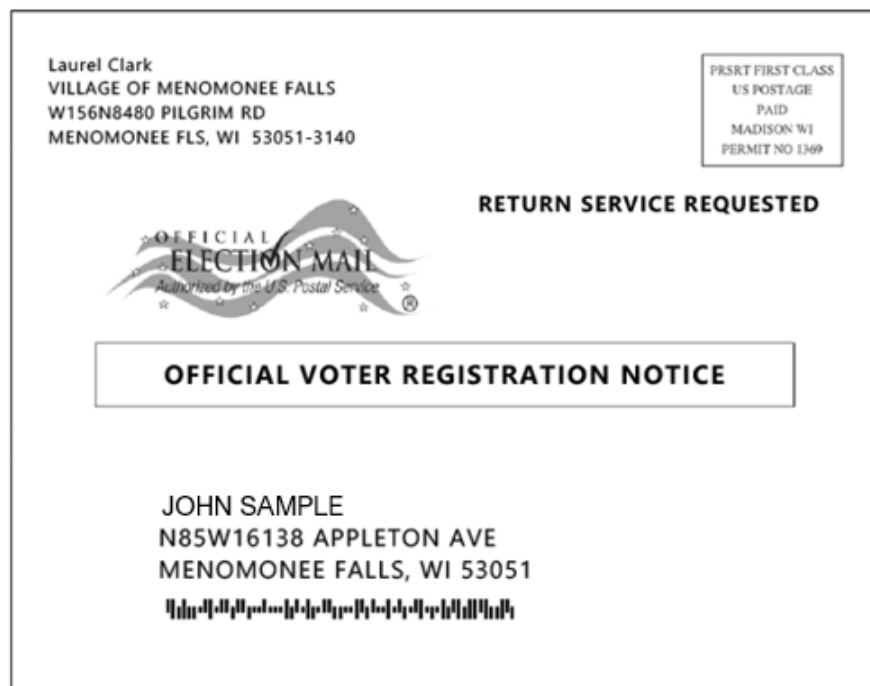
DALE C. COOPER  
12345 WHITE LODGE RD  
ANY TOWN, WI 55555-1234

CITY OF WAUKESHA - WAUKESHA COUNTY  
0009240857



5 0 0 0 1 6 7 5 4 6

Exterior Side 2 (Voter Address) – Graphics layout revised to conform to USPS requirements.





Interior Side 1 (Return Address to Clerk)<sup>1</sup> – Return IMB added.



<sup>1</sup> Note that the USPS does not allow the use of a business reply mail permit when returning to addresses other than the permit holder's address of record.

Interior Side 3 (2023 Optional Certification) – Color printing added.



## Keep Me Registered To Vote

Still at the same address? You may use this card to stay registered.


1. Sign the statement below.
2. Return this card to your municipal clerk's office by mail or in-person by **July 15, 2023**.

I hereby certify that I still reside at the address listed below and want to stay registered to vote in Wisconsin.

Sign **X** \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / 2023

DAVID CHESTERFIELD  
N85W16138 APPLETON AVE  
MENOMONEE FALLS, WI 53051-3047

CITY OF WAUKESHA - WAUKESHA COUNTY  
0009240857



5 0 0 0 1 6 7 5 4 6

Exterior Side 1 (Proposed 2023 Notice) – Emphasis on Consequences, added the word “Pending”, larger logo, and more white space.

**STATE OF WISCONSIN**  
**Notice of Pending Voter  
Registration Suspension**

Election records show you have not voted in the last four years.

**Stay registered to vote**  
If your address hasn't changed, sign and return the other half of this card. If your address is different, visit [myvote.wi.gov](https://myvote.wi.gov) to update your voter information.

**Need Help?** Call Wisconsin Elections Commission 1-866-868-3947.

**¿Necesitas ayuda?** Llama a su secretario municipal o visita [myvote.wi.gov/es-es](https://myvote.wi.gov/es-es)

**Statutory Notice of Suspension of Registration.** You are hereby notified that **your voter registration will be suspended**, according to state law, for failure to vote within the previous 4-year period, **unless you apply for continuation of your registration within 30 days**. You may continue your registration by signing the attached statement and returning it to the office of the municipal clerk by mail or in person. Wis. Stat. sec 6.50(1).



**If you do not respond to this card you will no longer be registered to vote in Wisconsin**



#### 4. Proposed Timeline

The date of the four-year maintenance mailing is established by Wis. Stat. § 6.50(1) which states that the postcard must be sent to qualifying voters by June 15. To meet this mandatory deadline, a final design must be approved by the Commission no later than April 2023. Staff is proposing the following timeline for the 2023 Four-Year Voter Record Maintenance project with final Commission approval of the postcard design scheduled for the Commissions regular March 2023 meeting.

##### 2023 Four-Year Voter Record Maintenance Timeline

---

September 21, 2022	2023 Project Introductory Commission Memo with proposed changes and project timeline
October – December 2022	Make any updates to mailing based upon Commission recommendations and perform usability testing
November 30, 2022	Quarter 4 Commission Meeting, update on Four-Year Maintenance Project
January – March 2023	Initial meetings with DOA printing and USPS regarding mailing design and execution
March, 2023	Final Commission approval of mailing design.
May 19, 2023	Finalize Mailing Design with DOA printing
June 15, 2023	Statutory deadline for WEC to mail the Notices of Suspension of Registration Mailing. Wis. Stat. § 6.50(1).
June 30, 2023	Clerks deactivate voter records for notices returned as undeliverable and update the status of voters who request continuation of registrations from Active – Suspended to Active – Registered. Wis. Stat. § 6.50(2).
July 31, 2023	Commission staff run an automated job to deactivate any voters who have not requested Continuation of Registration. Wis. Stat. § 6.50(2). Fifteen additional days are allowed for clerks to process voter Requests for Continuation received by July 15, 2023.
August 1, 2023	Commission publishes the required statistics. Wis. Stat. § 6.50(2r).





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** September 21, 2022  
**TO:** Members, Wisconsin Elections Commission  
**FROM:** Meagan Wolfe, Administrator  
**SUBJECT:** Updates on Unlawful Absentee Request Activity

## **Background**

On July 28, 2022, the Commission met to discuss instances of individuals requesting absentee ballots by impersonating other voters on MyVote.wi.gov. The online absentee ballot request process is over 6 years old and conforms to the statutory requirements to submit a ballot request by email. Indeed, the MyVote request process exists in order to generate an email to the appropriate local election official. The request review and ballot generation processes remain entirely manual and entirely local.

Since the Commission's July 28, 2022 meeting, there have been no additional reports of unlawful ballot requests. Aside from the widely publicized and previously discussed reports, not a single individual has reported to the WEC that another person unlawfully cast a ballot in their name during the August Partisan Primary.

This memorandum will provide updates on the results of the efforts to mitigate the risk of unlawful ballot requests.

## **MyVote Absentee Requests**

When using MyVote to facilitate a written email absentee request, voters must acknowledge they are making a lawful request, affirming that the voter information visible on the screen is true and correct. Checking of this affirmation is a required step to request an absentee ballot through MyVote.

☐ **The above address and name are mine and correct.**

**Any person who impersonates a registered elector, poses as another person for the purpose of voting at an election, falsely procures registration or election materials, or otherwise violates the law will be referred for prosecution. [Wis. Stat. § 12.13\(1\)](#), Wis. Stat. Chapters 939-951, and [52 U.S.C. § 20511](#).**

In the final step of the request process, the system requires the voter to affirmatively attest to the following certification:

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

☐ I hereby certify, to the best of my knowledge, that I am a qualified elector, a U.S. citizen, at least 18 years old at the time of the next election, having resided at the above address for at least 28 consecutive days preceding this election, with no present intent to move. I am not currently serving a sentence including probation or parole for a felony conviction, and am not otherwise disqualified from voting. I certify that all statements on this form are true and correct. If I have provided false information I may be subject to fine or imprisonment under State and Federal laws.\*

These notices, which require affirmative action by the voter, exist to ensure the user has ample opportunity to identify an erroneous submission, and ample notice that fraudulent submissions may be subject to criminal prosecution.

Staff worked with clerks to provide information concerning all MyVote absentee applications from individuals requesting that an absentee ballot be mailed somewhere other than the voter's registered address and in any instances where a clerk or voter had a concern. If concerns arose, WEC staff researched address information and reached out to the clerk for additional context for the request. Evidence of potential fraudulent ballot requests was provided to law enforcement upon request.

### **Efforts to Reinforce Lawful Use of the System**

WEC staff also implemented several actions to reinforce messaging about the absentee request process:

#### **1) Communication to Clerks.**

- a. On the afternoon of July 28<sup>th</sup>, the WEC staff issued an email to clerks (attached) which provided timely information about the potential of unlawful absentee requests.
- b. Following the July 28<sup>th</sup> Commission meeting, WEC staff removed the July 28<sup>th</sup> communication and posted an amended clerk communication that included Commission feedback on the same topic.

#### **2) Press Statement.**

- a. On July 28<sup>th</sup>, WEC staff issued a press release addressing unlawful absentee requests.
- b. On August 4<sup>th</sup>, WEC staff issued an additional press release concerning the July 28<sup>th</sup> Commission meeting, including the direction to send postcards to 3,962 voters who had submitted an absentee request for the Partisan Primary directing that the absentee ballot be sent to an address other than their registered address.

**3) Additional Message on MyVote.** On July 28<sup>th</sup>, the WEC staff added the previously mentioned additional statement, reminding individuals of the consequences of impersonating another voter to request an absentee ballot.

### **Postcard to Voters**

At the direction of the Commission, the WEC staff sent a mailer to selected voters who had requested an absentee ballot and who provided a mailing address that was different from their registration address. The mailer was sent to the voter's home/registration address. The finalized postcard text read:

This postcard confirms receipt of an absentee ballot request submitted through the MyVote Wisconsin website. The absentee request indicated you would like your ballot sent to an address other than your home/voter registration address.

If you did not submit this request or have questions about your voter record, please call us at the phone number below or email [elections@wisconsin.gov](mailto:elections@wisconsin.gov). If you submitted this request, no further action is required of you.

Verify your voter information at [myvote.wi.gov](http://myvote.wi.gov) by clicking My Voter Info. En Español: [myvote.wi.gov/es-es/ Questions/Preguntas](http://myvote.wi.gov/es-es/Questions/Preguntas)? 1-866-868-3947

The cost of printing for 3,962 postcards was \$553.72, postage with handling of the postcards is \$34.08.

WEC staff received few contacts about the mailer. Several individuals contacted the WEC to confirm the ballot mailing address. In those cases, it was confirmed that it was an address the individual had properly provided during their request. No individuals contacted staff to report a fraudulent ballot request. WEC staff do not believe additional postcards for the General Election would yield additional identification of fraudulent requests.

### **Criminal Proceedings**

At the Commission's direction, WEC staff responded to all local, state, and federal law enforcement requests for information. As a matter of policy, law enforcement organizations do not typically share information about ongoing investigations. The WEC was not invited to participate in any investigations and was not asked for its opinion regarding decisions to prosecute. Reporting suggests that at least one subpoena has been issued in relation to this incident and one individual has been charged with two counts of election fraud and two counts of unauthorized use of an individual's personal identifying information in connection with requesting absentee ballots for two other individuals.

### **Recommendations**

WEC staff may prepare additional communications, or further mailings, or other take other actions as directed by the Commission.





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022, Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Brandon Hunzicker, Staff Attorney

**SUBJECT:** Draft Scope Statement on Election Observers

## Introduction

During the August 31, 2022 special meeting, the Commission voted to “[d]irect staff to begin the first steps of moving toward a permanent rule on election observer policy.” Staff believe that the first step to move toward a permanent rule on election observer policy is to bring a draft scope statement before the Commission for discussion. It would also be possible for the Commission to direct staff to hold a hearing to solicit public comment on the general subject of election observers, or to appoint a committee to advise it about contemplated rulemaking. If, after making any changes to the following draft, the Commission approves this scope statement, staff will send the scope statement to the governor for approval and prepare, as allowed, for continuing the rulemaking process.

## Discussion

Though the Commission could direct staff to hold an informational hearing, or to form a committee under Wis. Stat. § 227.13, for the purpose of gathering advice on the subject matter of election observers, staff believe that the best opportunity to gather advice from interested parties before the drafting stage (assuming the scope statement is approved) would be during a preliminary public hearing and comment period under Wis. Stat. § 227.136. Because the Commission is specifically required by Wis. Stat. § 7.41(5) to promulgate rules regarding election observers, the overall scope of the rule is already well defined, and the Commission may not benefit from advice before the scope statement is submitted. After the scope statement is submitted, interested parties would have the benefit of reading the general scope and intended objective of the proposed rule, and could explain what they would like to see, or not see, in the first draft of the rule language.

For several scope statements the Commission has recently published in the administrative register, the Joint Committee for the Review of Administrative Rules has directed the Commission to hold a preliminary public hearing and comment period under Wis. Stat. § 227.136. Because the Commission is allowed under Wis. Stat. § 227.136(2) to hold such a hearing on its own initiative and to submit notice of such a hearing to the legislative reference bureau along with the statement of scope, staff recommend directing staff to prepare such notice for the Commission that can be approved at a meeting following approval of the scope statement.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

### **Recommended Motion**

The Commission directs staff to submit the scope statement concerning election observers, as discussed and modified by the Commission during this meeting, for approval by the governor in accordance with Wis. Stat. § 227.135. If the scope statement is approved, the Commission directs staff to prepare a notice for a preliminary public hearing and comment period under Wis. Stat. § 227.136 to be approved by the Commission at a subsequent meeting so that the scope statement and notice may be published simultaneously by the Legislative Reference Bureau in the Administrative Register.



**STATEMENT OF SCOPE**  
**Pursuant to Wis. Stat. § 227.135**  
**WISCONSIN ELECTIONS COMMISSION**

**Rule No.:** EL Ch. 4 Election Observers

**Relating to:** Conduct, Regulation, and Accommodation of Election Observers

**Rule Type:** Permanent

**FINDING OF EMERGENCY:**

N/A

---

**RULE ANALYSIS:**

**1. A description of the objective of the proposed rule.**

The Wisconsin Elections Commission (“Commission”) proposes to create Wis. Admin. Code EL Ch. 4 (“EL Ch. 4”), pertaining to the conduct, regulation, and accommodation of Election Observers. The Commission seeks to promulgate rules that set forth standards of conduct applicable to persons who are present at a polling place, or elsewhere, for the purpose of observing all public aspects of an election.

**2. Description of the existing policies relevant to the rule, new policies proposed to be included in the rule, and an analysis of policy alternatives.**

**Existing Policy:**

The Commission currently advises election officials, observer groups, and individuals on observer conduct using an expired version of emergency rules that were in place under the former Government Accountability Board. The Commission advises that the expired rules are the Commission’s interpretation of the public’s right to access under Wis. Stat. § 7.41.

**Proposed Policy:**

The Commission proposes to codify a permanent rule as required by Wis. Stat. § 7.41(5). The rule will expand upon items addressed in the statute that need clarification, such as: what interactions are permissible between observers, voters, and election officials; how a chief inspector may restrict which areas are open to observers; and what may count as disruptive behavior.

**Alternatives:**

If the Commission does not create EL Ch. 4, the current advice provided to local election officials, observer groups and individuals will remain, without the force and effect of an underlying administrative rule.

**3. Detailed explanation of statutory authority for the rule (including the statutory citation and language).**

Wis. Stat. § 7.41(5) states that the Commission “shall promulgate rules that are consistent with the requirements of sub. (2) regarding the proper conduct of individuals exercising the right under sub. (1), including the interaction of those individuals with inspectors and other election officials.”

Wis. Stat. § 5.05(1) states that the Commission “shall have the responsibility for the administration of chs. 5 to 10 and 12 and other laws relating to elections and election campaigns, other than laws relating to campaign financing.” Pursuant to such responsibility, the Elections Commission may “[p]romulgate rules under ch. 227 applicable to all jurisdictions for the purpose of interpreting or implementing the laws regulating the conduct of elections or election campaigns, other than campaign financing, or ensuring their proper administration.” Wis. Stat. § 5.05(1)(f).

Wis. Stat. § 7.08(3) states that the Commission shall “[p]repare and publish separate from the election laws an election manual written so as to be easily understood by the general public explaining the duties of the election officials, together with notes and references to the statutes as the commission considers advisable.”

Wis. Stats. § 227.11(2)(a) states that “[e]ach agency may promulgate rules interpreting the provisions of any statute enforced or administered by the agency, if the agency considers it necessary to effectuate the purpose of the statute, but a rule is not valid if the rule exceeds the bounds of correct interpretation.”

**4. An estimate of the amount of time agency employees will spend developing the proposed rule and of other resources needed to develop the rule.**

WEC staff estimates that it would take approximately 80 to 100 staff hours to promulgate the administrative rule.

**5. A description of all of the entities that may be affected by the proposed rule.**

The proposed rule will affect and is likely to provide procedural clarity, authority, and security to municipal clerks, other local election officials, media, accessibility advocates, local election inspectors, and all organizations and individuals that wish to observe elections in Wisconsin by maintaining a presence at polling places. To a significant degree, the proposed rule will codify existing practices, and thus will require only moderate compliance outreach to observers, media, accessibility advocates, and the public as well as training to clerks and local election officials. The effect of the proposed rule, and subsequent processes, will have little to no impact on small businesses.

**6. A summary and preliminary comparison of any existing or proposed federal regulation that addresses or is intended to address the activities to be regulated by the proposed rule.**

There are no existing federal laws that attempt to regulate the right of citizens to observe elections at polling places or attempt to regulate the conduct of persons who act as observers at polling places.

**Agency Contact Person:** Kelly McCormick, Staff Attorney  
(608)266-3061; [kelly.mccormick@wisconsin.gov](mailto:kelly.mccormick@wisconsin.gov)

---

Meagan Wolfe  
Administrator, Wisconsin Elections Commission  
                    , 2022  
Date Submitted



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** September 21, 2022

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe, Administrator

**SUBJECT:** Preparations for the 2022 General Election

## **Introduction**

Efficient and secure administration of the November General Election is the top priority of Wisconsin Elections Commission staff. Leading up to an election, staff are busy supporting clerks and voters through various election processes. Preparations for the General Election start long before election day, typically immediately after the previous year's Spring Election is closed out. At that point, staff review lessons learned from the previous election cycle and get to work making improvements to information technology systems, training programs, communicating with the public and clerks, and preparing to appropriately staff the General Election. This memorandum will briefly summarize agency preparations for the November General Election.

## **Information Technology**

Wisconsin Elections Commission staff develop and maintain almost all technology clerks and voters regularly interact with to view and maintain their election data including the voter registration list, absentee requests and ballots, contests, candidates, poll books, and other elections data. Much of the work done to prepare the voter registration system is completed at least a year ahead of entering the "active" period of an election where clerk-issued absentee ballots are in circulation. WEC staff use odd years where there is no regularly scheduled fall election to prepare for the following year's election cycle. Below are some improvements and initiatives completed by WEC staff to improve and monitor the use of the statewide voter registration system since summer 2021.

## **Statewide Voter Registration System**

In the last year, staff have reviewed and improved several areas in the voter registration system including absentee request and ballot management, efficiency in entering in-person absentee voting opportunities, and validating addresses, to name a few.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

In the area of absentee management, staff rigorously tested the various scenarios where a voter record experiences status changes and how that impacts the status of that voter's absentee requests and ballots. For example, when a voter re-registers to vote in a new municipality and has their records merged, there is a clear message to the clerk completing the merge if an active returned absentee ballot exists and will not allow the clerk to complete the process without reaching out to the previous clerk so that they know to reject the returned ballot in the voter's previous jurisdiction. Staff also developed two new reports to help increase the visibility of absentee applications associated with voters who qualify as "UOCAVA" voters. These are voters who are in the military, or who are permanently or temporarily overseas voters. The spouse or any dependents of a UOCAVA voter are also considered UOCAVA voters. Clerks and staff use these reports to ensure those ballots are sent by the required deadlines.

Staff also improved upon how clerks can manage in-person absentee voting information in the statewide voter registration system, making it easier to maintain and present the information to voters through MyVote. Clerks can now create in-person voting plans that can be used between election types. For example, clerks are required to notice in-person absentee voting locations for a primary and use those same locations and hours for the general election. Clerks can now enter that information under the primary election plan.

Since May 2021, staff have also worked with the United States Postal Service (USPS) to improve upon the accuracy of our zip code data associated to both home and mailing address records. Each address has always been validated against USPS formatting standards; however, the change is that 11-digit zip codes are also captured during this process. Staff then updated our intelligent mail barcodes (IMBs), applied to outgoing absentee ballot envelopes, to use these 11-digit zip codes. Anecdotally, it appears that the addition of this expanded zip code has greatly improved the speed of delivery of absentee ballots, as indicated by the decrease in reports of late delivered absentee ballots compared to previous years.

## **MyVote**

It is critical that Wisconsin's voters continue to have access to their own information and other statutorily required processes, such as online voter registration. WEC staff continue to monitor and make improvements to the MyVote site based on usage patterns and feedback to maintain this important resource. For example, staff noticed an increase in voters submitting online registrations when one was not required; the voter was actively registered and had not moved or changed their name. These new registrations could potentially cause issues in the voting and post-election reconciliation processes, especially if an absentee ballot request had been previously submitted. In response, staff deployed an update to prevent voters from unnecessarily re-registering when there was no change to their status, name, or address. If a voter attempts to register with no change to their information, MyVote notifies the voter they are already registered and do not need to continue with the current transaction. This small change has significantly reduced the number of voters re-registering unnecessarily with no increase in voter contacts. WEC staff also corrected a longstanding issue that prevented voters from completing an online voter registration on their 18th birthday.

Additionally, between the 2020 General Election and the 2022 Spring Election, staff revamped the access to in-person absentee voting information on MyVote. Previously, only registered voters were able to use this process; now, anyone with a validated Wisconsin address can obtain this information. After searching by address, MyVote can identify the municipality and display in a calendar format all the opportunities for a voter to vote in-person absentee in the eligible 13-day period before an election.

## **Badger Books**

Over 130 municipalities will be using Badger Books in the upcoming General Election. Staff have spent most of 2022 offering introductory training sessions, updating user manuals, and creating interactive training tutorials for both clerks and election inspectors to ensure users are as prepared as possible. So far this year, staff have facilitated 23 in-person training sessions around the state to onboard municipalities who are new to the program. Updated user manuals that expand on the pre-election and post-election tasks required by municipal clerks, pertaining both to WisVote tasks and general election administration considerations, will be made available well in advance of November.

In addition to training external partners, other members of WEC staff who have not been members of the Badger Book team in the past will be offered intensive training to bring them up to speed on the program. By increasing internal familiarity with the Badger Book application and the associated WisVote functions, the intention of these trainings is to grow the roster of WisVote, Help Desk, and Election Administration subject matter experts that can meaningfully assist or answer questions from Badger Book users.

Staff have also dedicated significant time making improvements identified by clerks and election inspectors. Most of these fixes and enhancements have been made to the WisVote functions of generating Badger Book files, entering poll worker credentials, and uploading voter participation and registration data following the election. The current iteration of the Badger Book application that election inspectors and voters interact with on election day is effective and stable. Due to logistical concerns, there are no plans to release any updates to the application until early to mid-2023.

In the days before the election, staff will be tracking when Badger Book municipalities generate the pre-election data file that will be used in their polling places. If a municipality has not generated a file by Monday, November 7, staff will contact the municipality directly and, if necessary, direct them to generate and load the data file onto their devices. As in past elections, staff will stagger coverage on Election Day to ensure that there are always multiple members of the team available for questions or troubleshooting throughout the day.

## **United States Postal Service Coordination**

As mentioned above, WEC staff worked with USPS partners to incorporate 11-digit zip codes into our system that has improved the speed, accuracy, and tracking of absentee ballots as they are delivered to a voter. WEC staff continue to meet with USPS representatives on a regular basis to communicate any

delivery issues that arise and to coordinate communication with local USPS representatives when large mailings will be delivered.

### **Accessibility**

WEC staff will continue to execute the Site Review Program plan approved by the Commission to ensure polling place compliance with the Americans with Disabilities Act (ADA) standards and to ensure polling places are accessible to all voters. The Site Review Program will continue to use volunteers from member organizations of the Accessibility Advisory Committee like Disability Rights Wisconsin and the Wisconsin Coalition of Independent Living Centers while also hiring temporary employees. This hybrid model allows WEC to have coverage across the entire state and to include individuals that have extensive knowledge of accessibility laws and Title II of the ADA. Returning reviewers will be required to participate in one and a half hours of virtual training which covers the survey, tools, and tablets in addition to a virtual Q&A session. New volunteers from member organizations will be required to complete 45 minutes of virtual training and one day of in-person training which includes the mock polling place exercise. New temporary staff will continue to complete two and a half days of in-person training. Polling places will be chosen for review based on the following criteria: those that have never been reviewed, those that have gone more than 8 years without a review, and those that had a high number of accessibility-related issues at their last review.

WEC staff continues to fill orders for supplies that increase accessibility through the Supply Program. The Supply Program was restocked in June to prepare for an increase in orders as local election officials prepare for the general election. Between June and August, sixty-six (66) municipalities made supply orders which resulted in 475 pieces sent. Among these supplies were accessible parking and curbside voting signage, wireless doorbells for curbside voting, and page magnifiers and signature guides for use by voters.

WEC staff meets regularly with the Accessibility Advisory Committee (AAC), which consists of representatives from ten disability and aging advocacy groups, to receive feedback regarding program initiatives. Staff will partner with members of the AAC to provide a clerk training webinar on best practices for the use of accessible voting equipment on October 5th.

### **Election Security**

The Wisconsin Elections Commission and its local, state, and federal partners have developed a multi-faceted and layered approach to election cyber security in Wisconsin. Any accounting of the measures taken is necessarily incomplete, both because an exact listing may be deleterious to security and because of the great diversity of measures taken across the many partners, but an overview is laid out here.

### **Cyber Security**

Election cybersecurity initiatives are broadly grouped into four categories: (1) education, (2) technical protection of systems under the WEC's control, (3) support for technical protection of other elections

systems, and (4) external mitigations. The principle underlying all of these is close cooperation between the WEC, local election officials and a variety of state and federal organizations. The WEC secures its own technical systems using networking and infrastructure controls provided by the Wisconsin Department of Administration (DOA) and monitoring through DOA and private sector partners, as well as continual internal review and regular external review by the Cybersecurity and Infrastructure Security Agency (CISA). The WEC also provides support for local officials through trainings, grant programs, loaner devices, topical advice, and connections to state and federal entities. The WEC and its partners work closely to create a “one call” system, where clerks experiencing an incident can make a call to any security partner and all of the relevant partners will be notified and brought in. One of the most significant partnerships is with Wisconsin’s Cyber Response Teams, a joint effort between DOA and the Wisconsin Department of Military Affairs to create a statewide network of trained and equipped cybersecurity professionals that can respond to incidents within hours.

### **Election Day Security**

The last few years have seen increasing concern from voters and election officials over the physical safety of polling places on Election Day. As with cybersecurity, the WEC’s response to this is multi-faceted and capitalizes on assistance from partners in all parts of government. The WEC works with state and federal partners to facilitate communication about relevant threat intelligence so that the WEC and local officials are always aware of emerging threats. Additionally, the agency helps localities to create contingency plans that allow polling places to ensure safety and integrity across a wide variety of potential incidents and encourages local election officials to coordinate with their local law enforcement in the development of these plans. The WEC also works with state and federal law enforcement on educating local law enforcement about the statutes and rights particular to elections and polling places. On Election Day itself, the WEC uses multiple means of communication to ensure statewide awareness and rapid response to issues. At the local level, chief election inspectors have broad legal latitude to maintain the secure, safe and smooth operation of polling places, up to and including having disruptors removed by law enforcement.

### **Public Outreach**

The Public Information Officer (PIO) has been active on many fronts as part of preparing for the general election in November. From a wide array of media engagements to the creation of a video education project to regular public appearances alongside county and municipal clerks; it’s been an active season in the PIO office.

### **Interviews with media sources.**

There is a steady drumbeat of interview requests for Administrator Meagan Wolfe from media at the local, state, and national level. Along with high interest from local reporters, other interview requests at the national level include the New York Times, Boston Globe, Washington Post, Wall Street Journal, ABC News, and CBS News. Administrator Wolfe also conducts numerous interviews with local media, including Wisconsin-based newspapers, along with TV and radio stations.

The PIO office facilitates interviews and gathers and provides requested election information to reporters. Administrator Wolfe represents the agency in most media interviews, while the PIO participates in select ones.

Reporters frequently request basic information about important election-related dates and deadlines, but also are increasingly looking for answers to complex inquiries about the statewide voter database, false rumors about Wisconsin's elections infrastructure, additional context and reaction related to recent audits and outside reviews of the agency, and information about what Wisconsin and federal laws require of election officials and voters.

The PIO office responds as efficiently as it can to the high volume of media requests in order to provide important information and context about how Wisconsin's elections work.

### **Large-group media availability sessions.**

Apart from individual media interviews, the PIO orchestrated a series of media availabilities in the run-up to the August Partisan Primary election. Each session included a short presentation from Administrator Wolfe, who was paired with either a county or municipal clerk to provide information and answer questions from the perspective at the state level and a more local level. Topics explored in the presentations included the statewide voter database, voter list maintenance, election security measures, absentee voting, and important upcoming dates and deadlines for the August Partisan Primary election. Each session also included media Q&A time at the end. A similar series of media availabilities is planned for the fall, in advance of the November General Election.

In mid-August, Administrator Wolfe participated in a one-hour digital program hosted by LeaderEthics, a nonprofit based in La Crosse devoted to fostering ethical behavior by elected leaders. She was joined by the municipal clerk from the City of Lake Geneva in a robust Q&A session with call participants. In mid-September, Administrator Wolfe will be a participant in an in-person panel discussion on Wisconsin elections administration hosted in Madison by WisPolitics.

### **Social media templates.**

Over the summer, the PIO developed and distributed a templated series of social media posts, with calendar-specific timing, for clerks to use in advance of the August Partisan Primary. Clerks report that ready-to-use posts encourage them to share the message in their own networks. The themed social posts were scheduled weekly in an attempt to make it simple and routine for the clerks to engage with social media efforts. The series of posts included information on important upcoming dates and deadlines related to the August Partisan Primary, options for how to vote, information on how election officials ensure accurate and secure elections, and more.

The PIO is developing another similar templated series of social media posts for clerks and the agency to use for the general election.



### **Elections education project.**

In late September, our four-part elections education video series called “Elections 101” will be released to the public. The videos will be directed into high school social studies classrooms across the state, with lesson plans for each video developed by the Department of Public Instruction. Along with the classroom component, the video series will be available to the general public as well, and the public content will be promoted via donated space for newspaper ads and public service announcements on radio. We also will share the video content on our agency social channels, and our various partners in the project have pledged to do the same. We believe the video series will help students and others better understand how elections administration really works in Wisconsin and is one small step toward refuting the misinformation that abounds regarding Wisconsin elections.

### **Tabletop Exercise on Election Security.**

A PIO staffer participated as part of the Wisconsin contingent in a national TTX about election security that was hosted by our agency. It was valuable to participate in the various “crisis scenarios” to be able to work through possible responses and actions from a communications and public outreach standpoint in the midst of a potential crisis on Election Day.

### **Local Election Official Training**

The Wisconsin Elections Commission is required by state law to provide training to municipal clerks, chief election inspectors and other local election officials. The WEC meets this requirement through a variety of training methods including in-person appearances at conferences organized by clerks and their professional organizations, live and prerecorded webinars, interactive trainings, such as tabletop exercises, and through the publication of manuals, guidance documents and other materials. Municipal clerks are required to provide training to their poll workers. WEC training materials are often used to conduct these trainings, but clerks can also provide additional training on procedures specific to their municipality, polling place or tasks the poll workers will be performing.

### **County and Municipal Clerk Conferences**

WEC staff attended or will attend a variety of clerk conferences leading up to the November election: Wisconsin Municipal Clerks Association Annual Conference, Green Bay Clerks Institute, Wisconsin Towns Association Annual Convention and the Wisconsin Association of School Superintendent Assistants.

### **Training Webinar Series**

WEC staff introduced the new webinar training series mid-summer and aired several election administration and statewide voter registration system training webinars in the last several months. The webinars focused on the proper set up of the polling place to ensure accessibility for all voters from the

parking lot to the polling area, counting write-in votes for the August Partisan Primary and addressing procedures in the WisVote system.

In preparation for the November election, the “Clerks 101” webinar introduced new clerks to the WEC and provided detailed information about training requirements and resources. The webinar also gave clerks a tour of the redesigned elections.wi.gov website and other web applications. The “Let’s Get Ready for November” webinar will review determining voter intent, and the return and processing of absentee ballots at the polls.

The WisVote webinar training series focused on keeping existing clerks up-to-date with changes to the statewide voter registration system and supplementing introductory training for clerks new to WisVote. WEC staff offer a combination of topic-specific webinars, such as “WisVote Absentee: Definitive Pre-Election Guide”, general-topic webinars, such as “2021 WisVote Updates”, and several open-topic webinars. Along with providing more detailed information on a variety of topics, the webinars also present an opportunity for clerks to ask WisVote-related questions directly to WEC staff. Before the General Election, WEC staff will be presenting two additional WisVote webinars, covering pre- and post-election responsibilities in WisVote

### **Poll Worker Training**

Poll worker training agendas that WEC staff had previously developed have been repurposed as training videos. The training agendas are task-based and modular in function so clerks can assemble a training plan depending on their training needs for a specific type of election and election worker. The training agenda videos review such election inspector duties as opening the polling place, poll book management, and voter registration.

### **Clerk Communications**

WEC staff planned a strategic schedule of clerk communications for the WEC website and the agency’s newsletter. These communications include information about the variety of training resources available in The Learning Center for clerks, chief inspectors and other local election officials and reminders about state training requirements. Upcoming clerk communications will review absentee ballot voting deadlines, including by mail, in person in the clerk’s office, in care facilities served by special voting deputies and ballot drop off guidance. The communications schedule will wrap up with end of night procedures for county and municipal clerks to follow after the polls close and will include guidance for those counties and municipalities that count their absentee ballots at a central count location.

### **Staffing**

In preparation for the November General Election and subsequent election cycles the Commission approved the extension of four (4) project employees through November of 2025. These positions are now an integral part of the Help Desk, WisVote and elections administration team and will continue to provide assistance to the redistricting project to maintain the WisVote address data, provide Help Desk

support to clerks and voters, administer the domain.gov subgrant program and provide support to the Badger Book program by providing clerk support on the use of electronic poll books.

Additionally, we are in the process of recruiting for 7 limited term employees to provide Help Desk and elections administration support to our 1,850 municipal clerks and 72 county clerks with WisVote application user support and business process support.

The Elections Commission has also contracted with Beyond Vision to provide telephone support starting on October 3 through November 11 to assist voters with the registration process and explain what information is needed to register; to provide information on how to vote absentee along with eligibility requirements; to explain different voting options, including options for returning the ballot; to explain how to determine if a ballot was received; to assist voters in finding their polling location; to assist voters in determining if they're registered to vote; to assist voters in finding what's on their ballot; and to help voters troubleshoot MyVote connectivity issues.

## Pre-Election Clerk Training Events

Type of Training	Training	Description	Date
EA Webinar	Polling Place Set-Up	How to set up a polling place with an emphasis on accessibility and the perspectives of voters with disabilities.	July 14, 2022
WisVote Webinar	WisVote Absentee: Definitive Pre-Election Guide	Review the absentee process in WisVote, covering application sources, ballot creation and tracking.	July 26, 2022
EA Webinar	August Partisan Primary: A Unique Type of Election	Counting votes, selecting a party preference and impact of crossover and overvoted ballots.	July 20, 2022
WisVote Webinar	WisVote Election Reconciliation	Reconciliation process, improvements and additions, how data is populated,	August 23, 2022
Clerk Conference	Wisconsin Municipal Clerks Association Annual Conference	Agency news, elections security, web applications, absentee voting processes.	August 26, 2022
EA Webinar	Clerks 101	Redesigned webinar, training requirements and resources, various web applications.	August 31, 2022
Clerk Training	Badger Books	Hands on training for clerks and election inspectors on electronic poll books.	September 8, 2022
EA Webinar	UOCAVA	Military, permanent and temporary overseas voter rules and deadlines.	September 14, 2022

## Pre-Election Clerk Training Events

WisVote Webinar	2022 General Election in WisVote	Pre- and post-election timeframes: important deadlines, notifications and resources.	September 20, 2022
Clerk Conference	Green Bay Clerks Institute	WisVote addressing and absentee processes.	September 21, 2022
Clerk Conference	Green Bay Clerks Institute	"Ask the Experts" panel discussion.	September 23, 2022
EA Webinar	School District Clerk Duties	Clerk duties, election tasks and available resources.	September 28, 2022
EA Webinar	Accessible Voting Equipment Best Practices	Best practices for placement, privacy, and use of accessible voting equipment.	October 5, 2022
Clerk Conference	Wisconsin School Superintendent Assistants Association	Election notices, cost of elections, recounts and recalls.	October 6, 2022
Clerk Conference	Wisconsin Towns Association	Elections security, agency news, Commission action, absentee voting procedures.	October 10, 2022
EA Webinar	Reminders for the November Election	Back to basics review of issuing ballots and managing the poll book.	October 12, 2022

### Pre-Election Clerk Training Events

WisVote Webinar	WisVote Absentee: Definitive Post-Election Guide	Absentee tasks such as post-election statuses, application management.	October 25, 2022
-----------------	--	---	------------------



# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022 Commission Meeting

**TO:** Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Administrator

Prepared by Commission Staff

**SUBJECT:** Electronic Registration Information Center (ERIC) Processes

## Introduction

This memo provides a quarterly update of ERIC Movers data.

### **A. Movers Review Process Background**

As part of Wisconsin's membership in ERIC, the WEC is required to contact voters who ERIC has flagged as having potentially moved. ERIC obtains data from a variety of sources, such as Wisconsin motor vehicle records, voter registration and motor vehicle records from participating states, and the National Change of Address (NCOA) database from the U.S. Postal Service. The Commission approved a quarterly Movers postcard mailing cycle in 2021. The postcard notifies voters that a transaction with WisDOT Division of Motor Vehicles or NCOA indicates their address may be different than their voter registration address. Voters who receive the postcard and have moved may choose to register online, by mail, at their clerk's office, or at their polling place on the next Election Day.

Voter records identified for these mailings remain active in status and have an updated status reason of "Movers"; they will appear as "Active/Movers" in WisVote. Records identified as "Active/Movers" in WisVote will also have the "Have you Moved?" watermark on poll books. Clerks have discretion to assess each case individually and may elect to deactivate records or restore the record to "Active/Registered" status. If the postcard is returned to the clerk's office as undeliverable, clerks must still send an Undeliverable 30-Day Notice letter to the voter prior to deactivating the record. If the 30-day notice comes back as undeliverable it would be handled normally and clerks can inactivate the voter record.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

Voters who initiate a voter registration in another state are inactivated, do not receive the mailing, and are not flagged as Movers.

## B. Movers Data Updates

The Quarter 3 (Q3) 2022 Movers Mailing work is underway. Approximately 58,200 postcards will be sent out on September 30, 2022.

Table 1: Summary of 2022 Movers Mailings

<b>2022 Movers Summary as of August 29, 2022</b>	<b>Voter Count</b>	<b>Percentage of Mailing</b>
Active - Movers Designations	85,342	74%
Active - Registered (includes merged records)	18,501	16%
Inactivated Records (includes Undeliverable)	12,201	10%
<b>Total Records</b>	<b>116,044</b>	<b>100 %</b>

Table 2: Summary of 2021 Movers Mailings

<b>2021 Movers Summary as of August 29, 2022</b>	<b>Voter Count</b>	<b>Percentage of Mailing</b>
Active - Movers Designations	134,823	59%
Active - Registered (includes merged records)	49,502	21%
Inactivated Records (includes Undeliverable)	46,277	20%
<b>Total Records</b>	<b>230,602</b>	<b>100%</b>

Table 3: Summary of Movers Mailings

<b>2021 &amp; 2022 Movers as of August 29, 2022</b>	<b>Voter Count</b>	<b>Percentage of Mailing</b>
Active - Movers Designations	220,165	63%
Active - Registered (includes merged records)	68,003	20%
Inactivated Records (includes Undeliverable)	58,478	17%
<b>Total Records</b>	<b>346,646</b>	<b>100%</b>



Table 4: Requested Continuation

<b>Quarter</b>	<b>Total Postcards</b>	<b>Requested Continuation – Active Status</b>	<b>Percentage of Mailing</b>	<b>Req. Cont. 6/27/22</b>
Q1/Q2 2021	97,704	1029	1.05%	957
Q3 2021	32,691	511	1.56%	479
Q4 2021	100,207	832	.83%	752
Q1 2022	55,032	625	1.14%	558
Q2 2022	61,012	371	.61%	N/A





# Wisconsin Elections Commission

212 East Washington Avenue | Third Floor | P.O. Box 7984 | Madison, WI 53707-7984

(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Administrator

Prepared by Commission Staff

**SUBJECT:** Voter Felon Audit Update

The Voter Felon Audit is a required post-election comparison of voters who cast a ballot at an election with the list of persons who were under Department of Corrections (DOC) supervision for a felony conviction at the time the vote was cast. Wis. Stat. §6.56(3m). The audit is conducted for any election that has a state or federal office position on the ballot.

The Voter Felon Audit occurs in several stages. The matches are first reviewed by the Department of Corrections, then by the municipal clerks and finally by Wisconsin Elections Commission staff before any referrals are made to county district attorneys for their own investigations. The process provides the Commission the ability to identify any potential voter/felon matches and it also allows the Commission to identify any discrepancies with the matches. It is the final check in identifying potential felon participation in an election, should such activity not be caught earlier through other statutory required processes, such as the felon list check by election officials at the polls. The process also ensures that election officials at all levels have performed their due diligence before cases are referred to a District Attorney.

Voter felon audits have been performed for all previous elections through the 2022 Spring Election. The 2022 Partisan Primary will be run after staff can verify all participation work has been entered. Staff is also providing its bi-yearly comprehensive update on the status of the past Voter Felon Audits and District Attorney response information. Attachment J.2 contains statistics regarding the number of initial matches between records of voters and records of felons, as well as the disposition of the cases referred to district attorneys that the Commission has been made aware of. Additional details regarding specific cases are included in the Commission's supplemental materials folder.

Staff is seeking guidance from the Commission regarding how many years staff should continue providing updates concerning older referrals. Staff attorneys interpret Wisconsin Statutes § 939.74(1) to indicate that the statute of limitations should be six years.

*Wisconsin Elections Commissioners*

Ann Jacobs, chair | Marge Bostelmann | Julie M. Glancey | Dean Knudson | Robert Spindell | Mark L. Thomsen

*Administrator*  
Meagan Wolfe

**Recommended Motion:** If a district attorney's office does not provide an update within 6 years of the election date, staff should consider the referral closed and discontinue providing updates to the commission.

Attachments:

2022 September Commission Report (Open Session)

VFA Referral Statistics (Open Session)

2022 September Commission Report (Closed Session – includes voter names)

## DA Tracker - 2010 GENERAL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 – Referred to DA	11/20/2014		
BROWN	5 – Referred to DA	10/9/2014		
RACINE	5 – Referred to DA	11/20/2014		
RACINE	5 – Referred to DA	11/20/2014		
WAUKESHA	5 – Referred to DA	11/20/2014		

## DA Tracker - 2011 SPRING ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
WAUKESHA	5 – Referred to DA	11/20/2014		

## DA Tracker - 2012 JUNE 5 RECALL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
LA CROSSE	5 – Referred to DA	11/18/2014		
RACINE	5 – Referred to DA	11/18/2014		

## DA Tracker -2012 PRESIDENTIAL AND GENERAL

County	Stage	Date Notice Sent	DA REPORT	Status
LA CROSSE	5 – Referred to DA	4/9/2014		
RACINE	5 – Referred to DA	4/9/2014		
RACINE	5 – Referred to DA	4/9/2014		
RACINE	5 – Referred to DA	4/9/2014		
RACINE	5 – Referred to DA	4/9/2014		

## DA Tracker - 2014 GENERAL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 -Referred to DA	3/31/2015		
RACINE	5 – Referred to DA	4/3/2015		
RACINE	5 – Referred to DA	4/2/2015		
RACINE	5 – Referred to DA	4/3/2015		
RACINE	5 – Referred to DA	3/31/2015		
RACINE	5 – Referred to DA	4/2/2015		
RACINE	5 – Referred to DA	4/3/2015		
RACINE	5 – Referred to DA	3/26/2015		
RACINE	5 – Referred to DA	4/3/2015		
SHEBOYGAN	5 – Referred to DA	3/31/2015	8/8/2017	Under Investigation.
WAUKESHA	5 – Referred to DA	3/31/2015		

## DA Tracker - 2015 SPRING ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 - Referred to DA	7/3/2015		
ASHLAND	5 - Referred to DA	7/3/2015		
LANGLADE	5 - Referred to DA	7/3/2015	8/17/2017	Under Investigation.

## DA Tracker - 2016 SPRING PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
ONEIDA	5 - Referred to DA	5/6/2016		

## DA Tracker - 2016 SPRING ELECTION & PRES.

County	Stage	Date Notice Sent	DA REPORT	Status
BROWN	5 - Referred to DA	8/9/2016		
BROWN	5 - Referred to DA	8/9/2016		
DANE	5 - Referred to DA	8/9/2016	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	8/9/2016	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	8/9/2016	2/13/2018	Under Investigation.
RACINE	5 - Referred to DA	8/9/2016		
SHEBOYGAN	5 - Referred to DA	8/9/2016	8/8/2017	Under Investigation.

## DA Tracker - 2016 PARTISAN PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
DANE	5 - Referred to DA	11/21/2016	2/13/2018	Under Investigation.

## DA Tracker - 2016 GENERAL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
BROWN	5 - Referred to DA	7/14/2017		
BROWN	5 - Referred to DA	7/18/2017		
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DANE	5 - Referred to DA	7/14/2017	2/13/2018	Under Investigation.
DOOR	5 - Referred to DA	7/17/2017		
MENOMINEE	5 - Referred to DA	7/19/2017		
MILWAUKEE	5 - Referred to DA	7/14/2017	5/2/2022	Under Investigation.
MILWAUKEE	5 - Referred to DA	7/17/2017	5/3/2022	Under Investigation.
MILWAUKEE	5 - Referred to DA	7/14/2017	5/4/2022	Under Investigation.
MILWAUKEE	5 - Referred to DA	7/18/2017	5/5/2022	Under Investigation.

MONROE	5 - Referred to DA	7/19/2017		
ONEIDA	5 - Referred to DA	7/17/2017		
PORTAGE	5 - Referred to DA	7/17/2017	5/12/2022	Under Investigation.
RACINE	5 - Referred to DA	7/14/2017		
RACINE	5 - Referred to DA	7/17/2017		
RACINE	5 - Referred to DA	7/17/2017		
RACINE	5 - Referred to DA	4/11/2017		
RACINE	5 - Referred to DA	7/17/2017		
RACINE	5 - Referred to DA	7/19/2017		
RACINE	5 - Referred to DA	7/19/2017		
ST. CROIX	5 - Referred to DA	7/17/2017		
SAUK	5 - Referred to DA	7/17/2017		
SHEBOYGAN	5 - Referred to DA	7/17/2017	8/8/2017	Under Investigation.

## DA Tracker - 2018 SPRING ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
WAUKESHA	5 - Referred to DA	7/18/2018		

## DA Tracker - 2018 PARTISAN PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 - Referred to DA	2/15/2019		
BROWN	5 - Referred to DA	2/18/2019		
CRAWFORD	5 - Referred to DA	2/18/2019		
DANE	5 - Referred to DA	2/15/2019	3/5/2019	Under Investigation.
MENOMINEE	5 - Referred to DA	2/18/2019	2/18/2019	Under Investigation.

## DA Tracker - 2018 GENERAL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
BROWN	5 - Referred to DA	6/3/2019		
BROWN	5 - Referred to DA	8/27/2019		
BROWN	5 - Referred to DA	6/3/2019		
DANE	5 - Referred to DA	6/3/2019	1/27/2022	Under Investigation.
DANE	5 - Referred to DA	6/3/2019		
DANE	5 - Referred to DA	6/3/2019		
DANE	5 - Referred to DA	9/9/2019	6/10/2022	Under Investigation.
JACKSON	5 - Referred to DA	9/9/2019	9/16/2019	Under Investigation.
MILWAUKEE	5 - Referred to DA	6/4/2019	4/20/2022	Charges Filed.
MILWAUKEE	5 - Referred to DA	6/4/2019	5/2/2022	Under Investigation.
MILWAUKEE	5 - Referred to DA	6/5/2019	4/20/2022	Charges Filed.
PORTAGE	5 - Referred to DA	8/27/2019	5/12/2022	Under Investigation.
PORTAGE	5 - Referred to DA	8/27/2019	5/12/2022	Under Investigation.
RACINE	5 - Referred to DA	8/27/2019		
ST. CROIX	5 - Referred to DA	8/27/2019		
SAUK	5 - Referred to DA	6/6/2019		

SHEBOYGAN	5 - Referred to DA	8/27/2019		
WAUSHARA	5 - Referred to DA	8/27/2019		

## DA Tracker - 2019 SPRING PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
BROWN	5 - Assigned to DA	9/9/2019		

## DA Tracker - 2020 SPRING PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
DANE	5 - Referred to DA	4/12/2021		
CLARK	5 - Referred to DA	4/22/2022		

## DA Tracker - 2020 SPRING ELECTION &

County	Stage	Date Notice Sent	DA REPORT	Status
DANE	5 - Referred to DA	5/6/2021		
DODGE	5 - Referred to DA	5/6/2021	5/12/2022	Charges Filed.
MILWAUKEE	5 - Referred to DA	4/15/2022	8/12/2022	Under Investigation.

## DA Tracker - 2020 PARTISAN PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
DOOR	5 - Referred to DA	10/1/2021		
LANGLADE	5 - Referred to DA	9/22/2021	4/19/2022	Charges Filed.

## DA Tracker - 2020 GENERAL ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 – Referred to DA	8/23/2021		
BROWN	5 – Referred to DA	9/17/2021		
BROWN	5 – Referred to DA	9/17/2021		
BUFFALO	5 – Referred to DA	9/15/2021		
CLARK	5 – Referred to DA	4/19/2022		
COLUMBIA	5 – Referred to DA	8/26/2021		
COLUMBIA	5 – Referred to DA	8/20/2021		
COLUMBIA	5 – Referred to DA	8/25/2021		
DANE	5 – Referred to DA	8/20/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	9/16/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	8/20/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	8/20/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	8/23/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	8/23/2021	1/27/2022	Under Investigation.
DANE	5 – Referred to DA	8/23/2021	1/27/2022	Under Investigation.
DODGE	5 – Referred to DA	6/9/2022		
FLORENCE	5 – Referred to DA	8/20/2021		
FOND DU LAC	5 – Referred to DA	9/21/2021	1/27/2022	Charges Filed.



FOREST	5 – Referred to DA	9/15/2021		
KENOSHA	5 – Referred to DA	4/22/2022		
MANITOWOC	5 – Referred to DA	8/20/2021	1/12/2022	Charges Filed.
MARATHON	5 – Referred to DA	8/19/2021		
MILWAUKEE	5 – Referred to DA	2/24/2022	6/24/2022	Under Investigation.
MILWAUKEE	5 – Referred to DA	8/23/2021	4/8/2022	Under Investigation.
MILWAUKEE	5 – Referred to DA	9/15/2021	10/27/2021	Charges Filed.
MILWAUKEE	5 – Referred to DA	9/15/2021	2/2/2022	Under Investigation.
MILWAUKEE	5 – Referred to DA	9/23/2021	4/8/2022	Under Investigation.
OUTAGAMIE	5 – Referred to DA	11/5/2021	2/3/2022	Under Investigation.
PIERCE	5 – Referred to DA	8/30/2021		
POLK	5 – Referred to DA	9/20/2021		
RACINE	5 – Referred to DA	8/20/2021		
RUSK	5 – Referred to DA	8/23/2021	8/17/2022	Charges Filed.
SAUK	5 – Referred to DA	8/20/2021	1/28/2022	Under Investigation.
SAUK	5 – Referred to DA	8/20/2021	1/28/2022	Charges Filed.
SAWYER	5 – Referred to DA	8/24/2021	3/4/2022	Under Investigation.
SAWYER	5 – Referred to DA	8/19/2021	3/4/2022	Under Investigation.
SAWYER	5 – Referred to DA	8/24/2021	3/4/2022	Under Investigation.
SHEBOYGAN	5 – Referred to DA	8/23/2021		
ST. CROIX	5 – Referred to DA	4/20/2022		
VERNON	5 – Referred to DA	10/1/2021	1/25/2022	Charges Filed.
WALWORTH	5 – Referred to DA	3/1/2022		
WALWORTH	5 – Referred to DA	9/16/2021		
WALWORTH	5 – Referred to DA	8/20/2021		
WAUKESHA	5 – Referred to DA	8/19/2021		
WAUKESHA	5 – Referred to DA	8/20/2021	8/17/2022	Under Investigation.
WAUKESHA	5 – Referred to DA	8/27/2021		
WAUKESHA	5 – Referred to DA	9/8/2021		
WAUKESHA	5 – Referred to DA	8/23/2021		
WAUKESHA	5 – Referred to DA	8/20/2021		
WAUKESHA	5 – Referred to DA	9/16/2021		
WAUKESHA	5 – Referred to DA	8/20/2021		
WAUPACA	5 – Referred to DA	8/23/2021		
WAUPACA	5 – Referred to DA	8/20/2021		
WAUPACA	5 – Referred to DA	9/17/2021		
WINNEBAGO	5 – Referred to DA	8/20/2021	6/22/2022	Under Investigation.
WINNEBAGO	5 – Referred to DA	8/20/2021	6/22/2022	Under Investigation.
WINNEBAGO	5 – Referred to DA	8/20/2021	6/22/2022	Under Investigation.

## DA Tracker - 2021 SPRING PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
MILWAUKEE	5 – Referred to DA	5/12/2022	5/22/2022	Under Investigation

## DA Tracker - 2021 SPRING ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
OUTAGAMIE	5 – Referred to DA	11/9/2021	2/3/2022	Under Investigation.
MILWAUKEE	5 – Referred to DA	3/4/2022	4/8/2022	Under Investigation.

## DA TRACKER - 2022 SPRING PRIMARY

County	Stage	Date Notice Sent	DA REPORT	Status
ASHLAND	5 - Referred to DA	6/15/2022		
MILWAUKEE	5 - Referred to DA	3/4/2022	4/8/2022	Under Investigation.
MILWAUKEE	5 - Referred to DA	6/15/2022	8/1/2022	Under Investigation.
ROCK	3 - Clerk Review			

## DA TRACKER - 2022 SPRING ELECTION

County	Stage	Date Notice Sent	DA REPORT	Status
DANE	3 - Clerk Review			
MENOMINEE	3 - Clerk Review			
MILWAUKEE	3 - Clerk Review			
MILWAUKEE	3 - Clerk Review			
MILWAUKEE	3 - Clerk Review			
MILWAUKEE	3 - Clerk Review			
PEPIN	3 - Clerk Review			
ROCK	3 - Clerk Review			
ROCK	3 - Clerk Review			
WAUKESHA	3 - Clerk Review			
WOOD	3 - Clerk Review			

## OPEN VOTER FELON AUDITS

ELECTION	Number of voters matched with felons per Election	Number of matches referred to district attorneys	Number of referrals closed by DA without charges	Number of referrals resulting in a conviction	Number of remaining referrals with current charges filed status	Number of matches or cases referred remaining open or under investigation	Number of matches closed	Total number of voters	Referrals as a percentage of total number of voters
2022 Spring Election	11	unknown	-	-	-	11	-	982,884	
2022 Spring Primary	4	3	0	0	0	3	0	241,450	
2021 Spring Election	8	4	2	0	0	2	6	953,414	0.00042%
2021 Spring Primary	2	2	1	0	0	1	1	339,805	
2020 General Election	147	107	34	10	6	57	90	3,297,524	0.00324%
2020 Partisan Primary	11	4	2	0	0	2	9	959,348	0.00042%
2020 May 12 Special Election	3	1	0	0	0	1	2	191,720	0.00052%
2020 Spring Election/Presidential Pref.	32	8	5	0	0	3	29	1,605,912	0.00050%
2020 Spring Primary	15	6	3	1	0	2	13	729,307	0.00082%
2019 Spring Primary	2	2	1	0	0	1	1	8,295	0.024111%
2018 General Election	79	52	30	4	0	18	61	2,688,879	0.001934%
8/14/2018 Partisan Primary	15	8	2	1	0	5	10	1,043,074	0.000767%
4/3/2018 2018 Spring Election	8	2	0	1	0	1	7	1,017,513	0.000197%
11/8/2016 General Election	111	79	36	16	0	27	84	3,004,051	0.002630%
8/9/2016 Partisan Primary	4	2	1	0	0	1	3	645,619	0.000310%
4/5/2016 Spring Election & Presidential Pref.	33	24	13	4	0	7	26	2,130,221	0.001127%
2/16/2016 Spring Primary	7	3	2	0	0	1	6	578,083	0.000519%
4/7/2015 Spring Election	9	6	3	0	0	3	6	858,683	0.000699%
11/4/2014 General Election	229	43	25	7	0	11	218	2,420,811	0.001776%
11/6/2012 General Election	89	36	24	7	0	5	84	3,085,450	0.001167%
6/5/2012 June 5 Recall Election	53	22	15	5	0	2	51	2,516,371	0.000874%
4/5/2011 Spring Election	16	7	5	1	0	1	15	1,524,528	0.000459%
11/2/2010 General Election	60	21	11	5	0	5	55	2,185,017	0.000961%

all matches are in stage 3 clerk review  
1 record in stage 3 clerk review

<b>Total for all not fully closed elections</b>	<b>948</b>	<b>433</b>	<b>215</b>	<b>62</b>	<b>6</b>	<b>170</b>	<b>777</b>		
<b>Total for fully closed elections</b>	105	41	32	9	0	0	95		





# Wisconsin Elections Commission

201 West Washington Avenue | Second Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | elections@wi.gov | elections.wi.gov

**DATE:** For the September 21, 2022, Commission Meeting

**TO:** Commissioners, Wisconsin Elections Commission

**FROM:** Meagan Wolfe, Administrator  
Wisconsin Elections Commission

Prepared by Elections Commission Staff

**SUBJECT:** Commission Staff Update

Since the last Elections Commission Update, staff of the Commission focused on the following tasks:

## 1. General Activities of Election Administration Staff

### August Partisan Primary

At the August Partisan Primary on August 9, 2022, voters participated in a primary election to select the various parties' nominees for the statewide constitutional offices, U.S. Senator, Representative in Congress, State Senator, Representative to the Assembly, and various local partisan offices. The canvassed results for contests outside the recount threshold were certified by Chairman Millis on August 23, 2022.

Staff offered extended hours in support of clerks completing their preparations for the Partisan Primary beginning on Thursday, August 4 and continuing through the following Wednesday, August 10.

Thursday, August 4, 2022, 4:30 p.m. – 6:00 p.m.  
Friday, August 5, 2022, 4:30 p.m. – 6:00 p.m.  
Saturday, August 6, 2022, 10:00 a.m. – 2:00 p.m.  
Monday, August 8, 2022, 4:30 p.m. – 6:00 p.m.  
Tuesday, August 9, 2022, 6:00 a.m. – 10:00 p.m.  
Wednesday, August 10, 2022, 4:30 p.m. – 6:00 p.m.

The August Partisan Primary had around a 26% overall turnout, which is higher than average for an August Partisan Primary. Overall call and email volume was higher as many voters were casting a ballot in their new local, congressional and legislative districts and potentially their first election in the year. No major issues were reported to the WEC.

*Wisconsin Elections Commissioners*

Don M. Millis, chair | Marge Bostelmann | Julie M. Glancey | Ann S. Jacobs | Robert Spindell | Mark L. Thomsen

Administrator  
Meagan Wolfe

### Congressional District 2 Recount

Wis. Stat. §9.01 allows any contest where, if over 4,000 total votes are cast in that specific office, a candidate who did not receive the highest number of votes but was within 1% of the highest vote getter to request a recount of the votes cast in that specific contest. After receiving the certified canvasses from the various counties within Congressional District 2, the vote total in the Republican contest between Erik Olsen and Charity Barry was 0.17% and therefore within the recount allowance. Candidate Olsen received 21,771 votes, and Candidate Barry received 21,697 votes, thus making Candidate Barry an aggrieved candidate and eligible to request a recount.

The Barry campaign requested a recount of the Republican Primary for Representative in Congress for all wards within Congressional District 2 on August 18, 2022. This included wards within Dane, Green, Iowa, Lafayette, Rock, and Sauk counties. Chairperson Don Millis ordered the recount on August 18, 2022. The recount started on August 20, 2022 and concluded on August 22, 2022. The final certified totals received from the various counties gave Candidate Olsen 21,774 votes, and Candidate Barry received 21,711 votes. County Boards of Canvass told WEC staff that the various changes in vote totals were due to the discovery of ballots where voter intent required assessment. Chairperson Millis certified the recounted results on August 25, 2022.

## **2. WisVote Staff Report**

### Addressing

Staff continue to assist clerks in updating their election plans, which match polling places with reporting units, for the upcoming Fall elections. After a redistricting cycle, new wards must be reassigned within the election plan. Staff will notify clerks where polling places or wards are not assigned within the election plan.

WEC staff added a new feature where clerks can mark an address as a “non-voting address” to prevent voters from registering at invalid voting addresses, such as a post office. This process requires the statewide voter registration system to maintain an inactive version of the address so that if a voter attempts to register at it, it is declined due to the non-voting address status manually assigned by clerks. This status is to be applied to addresses that should not be considered valid voting addresses. Addresses will still be permitted that designate a living area for a homeless individual.

### MyVote

Minor changes were made to the MyVote Wisconsin website to reinforce lawful use of the system and inhibit unlawful activity. Some items are discussed further in the memo to the Commission on fraudulent absentee ballot requests. WEC staff also responded to requests from voters and clerks and removed voters marked as Inactive/Deceased from appearing on MyVote. The voters cannot complete any of the actions on MyVote, therefore they do not have a reason to appear there. A

message of this change was added to the “No Results Found” message and noticed to clerks through a clerk communication on August 26.

### **3. Reconciliation and Statistical Reporting**

Commission staff continuously work with municipal and county clerks to meet reporting requirements following all state and federal elections.

Initial reporting of the Election Administration and Voting Statistics Report data is due to be reported to the state no later than 30 days after an election, or 45 after a General Election. Managing and reconciling the additional data proves challenging for some municipalities and generally requires WEC staff assistance. In cases where a jurisdiction cannot reconcile voting statistics, Commission staff work with individual clerks to ensure all reasonable efforts are applied to ensure the accuracy of their data.

The Election Administration and Voting Statistics Report deadline for the 2022 Spring Election was May 5, 2022. The most recent report for this election was posted to the website on September 1, 2022, and at that time there were still 41 municipalities who still had at least one reporting unit pending. The deadline for municipalities to complete their data entry in WisVote for the 2022 Partisan Primary is September 9 and the deadline to post the report to the website is September 16, 2022. Although the deadline has not yet passed, the current data shows that, as of September 2, there were 404 municipalities who have not fully completed their data entry yet for the August election.

The Election Day Registration (EDR) Postcard Statistics report is required to be initially posted within 90 days after an election and then updated monthly until there is a full accounting of all EDR postcards. As of September 1, 2022, Commission staff are monitoring the 2022 Spring Primary and 2022 Spring Election for this report. All municipalities involved in the 2022 Spring Primary have reported initial data on the postcards for those elections. There are currently 269 municipalities who have not completed their initial reporting of these postcards for the 2022 Spring Election.

### **4. Education/Training/Outreach/Technical Assistance**

Following this memorandum as Attachment 1 is a summary of initial certification, election administration, and WisVote training WEC staff conducted since the last Commission meeting in July.

Commission staff provided specialized election training through its election administration and WisVote webinar training series, including respective preparations for the August Partisan Primary. The election administration webinar reviewed counting votes and the impact of the voter’s selection of a party preference, casting a crossover vote or casting an overvoted ballot. The WisVote webinar addressed post-election absentee maintenance in the system, such as indefinitely confined voter maintenance letters and recording statuses, reconciliation, and data quality. A pre-recorded training webinar about absentee voting was also posted in The Learning Center.

Commission staff attended the Wisconsin Municipal Clerks Association Annual Conference in Wisconsin Dells in late August. Almost 350 clerks attended the WEC presentation, scheduled for the final segment of the 3-day conference. WEC staff reviewed election security protocols, agency news, court decisions, and by-mail and in-person absentee voting procedures.

Staff provided specialized election training through its election administration and WisVote webinar training series, including preparation for the August Partisan Primary and November General Election. The WisVote webinars addressed pre-election absentee ballot processes, such as application sources; creating and tracking ballot records in WisVote; and the WisVote reconciliation and statistics process, including correctly recording participation and common issues.

### WEC Newsletter

Since the last staff update, the WEC Newsletter has published four more issues in Volume II, with the last issue, Issue XIV, being published on September 8, 2022.

In our August 11 issue, Issue XII, the team reformatted the newsletter's styling so that it mirrors our updated website. Integral to this effort was a new member of agency staff and their addition to the WEC Newsletter team, whose background includes experience in graphic design and HTML coding.

At the time of this staff update's writing, our open rate remains around approximately 33% which, to this author's understanding, is a relatively decent open rate for an email marketing campaign.

## **5. Accessible Voting Program**

The Wisconsin Elections Commission will continue to review polling places on election days to ensure compliance with the Americans with Disabilities Act (ADA) standards and to ensure polling places are accessible to all voters. The Commission approved the 2022 staff plan that recommended conducting onsite reviews for each of the four statewide elections in Wisconsin scheduled for this year. In total, 250 polling places have been reviewed so far this year. In line with the approved plan, the review program will continue to use volunteers from member organizations of the Accessibility Advisory Committee, such as Disability Rights Wisconsin and the Wisconsin Coalition of Independent Living Centers, while also hiring temporary employees. This hybrid model allows WEC to have coverage across the entire state and to include individuals who have extensive knowledge of accessibility laws and Title II of the ADA. Returning reviewers will be required to participate in one and a half hours of virtual training, which covers the survey, tools, and tablets in addition to a virtual Q&A session. New volunteers from member organizations will be required to complete 45 minutes of virtual training and one day of in-person training, which includes the mock polling place exercise. New temporary staff will continue to complete two and a half days of in-person training. Polling places will be chosen for review based on the following criteria: those that have never been reviewed, those that have gone more than 8 years without a review, and those that had a high number of problems at their last review.



The WEC provides an accessible polling place self-assessment tool to clerks that they can use to analyze the needs and compliance of their polling locations. Local election officials have been encouraged to conduct updated assessments of their polling places and identify any areas for improvement. Attached to this self-assessment is the order form for the accessibility supply program where local election officials can request supplies to address some issues they may identify in their assessment or to improve the overall accessibility of their polling locations. WEC staff regularly provides local election officials with accessibility-related supplies, such as accessible parking and curbside voting signage, wireless doorbells for curbside voting and page magnifiers and signature guides for use by voters. Between June and August, 66 municipalities made supply orders which total up to 475 items sent.

The WEC will continue to emphasize accessibility for the remainder of 2022 through the promotion of the agency's accessible voting supply program, training for local election officials and poll workers, and by meeting with our Accessibility Advisory Committee (AAC). The AAC consists of representatives from ten disability and aging advocacy groups. Agency staff meet regularly with this group, and they provide feedback regarding initiatives such as voting equipment approval, poll worker training and public outreach efforts. Members of the committee also use resources developed in conjunction with WEC to conduct voter outreach and education events prior to each election. In July four members of the AAC joined the WEC Accessibility Specialist in a training webinar for clerks about accessible polling place set-up. In early October WEC staff plans to partner with AAC members again to provide a clerk training webinar on best practices for the use of accessible voting equipment. The next Accessibility Advisory Committee meeting will take place in late November.

The WEC received seven accessibility concerns from the form on the elections.wi.gov website following the August Partisan Primary. Four of these concerns were not related to accessibility. Of the three accessibility related concerns one was about lack of accessible parking spaces at a polling place, one was about lack of signage directing voters to the accessible entrance of a polling place, and one was about accessible voting equipment not being turned on while the polls were open. Staff is performing outreach to clerks and voters involved to resolve these problems.

## **6. Website Redesign**

The new website went live on July 19, 2022, with no significant technical issues. Website users have occasionally noted broken links and areas of improvement. At the August 31 Commission meeting, the Commission approved the purchase of a support package from Northern Commerce, Inc. The support package includes 180 development hours that will allow the team to continually improve the site and keep it up to date. It is pressing that WEC staff work with Northern to upgrade PHP, the language Drupal is written in, before it ceases to be supported in November 2022.

## 7. Badger Voters

Badger Voters is a website established by the Wisconsin Elections Commission to provide a simple and automated way for the public to request voter data lists and candidate nomination papers.

FY22 figures include requests and net revenue received through September 2, 2022. Note that nomination papers are offered at no charge and thus not included in the “Requests” and “Purchased” columns.

Fiscal Year	Requests	Purchased	% Purchased	Net Revenue	Nomination Papers
<b>FY2022</b>	998	912	91.4%	\$403,110	1185
<b>FY2021</b>	1,335	1,108	82.9%	\$1,131,859	307
<b>FY2020</b>	1,291	1,134	87.8%	\$619,907	402
<b>FY2019</b>	617	473	76.6%	\$328,015	NA
<b>FY2018</b>	706	517	73.2%	\$182,341	NA
<b>FY2017</b>	643	368	57.2%	\$234,537	NA
<b>FY2016</b>	789	435	55.1%	\$235,820	NA
<b>FY2015</b>	679	418	61.5%	\$242,801	NA
<b>FY2014</b>	371	249	67.1%	\$125,921	NA
<b>FY2013</b>	356	259	72.7%	\$254,840	NA
<b>FY2012</b>	428	354	78.0%	\$127,835	NA

Note: Prior to FY2020 the Net Revenue figure is for gross sales and does not account for any refunds.

## 8. Voting Equipment

During the current reporting period, voting equipment specialists received nine Engineering Change Orders (ECOs) from Dominion Voting Systems. Review of this submission is ongoing and, after final staff recommendation has been prepared, it will be routed to the Chair for final review. Additionally, Election Systems & Software (ES&S) has filed an application for approval of two new electronic voting systems, EVS 6.0.6.0 and EVS 6.0.7.0. Staff have worked closely with the vendor to begin scheduling certification testing for these systems, which will take place following the 2023 spring election cycle.

## 9. Elections HelpDesk/Customer Service Center

The Elections Help Desk staff is supporting more than 2,000 active WisVote users while also answering calls and emails from the public and election officials. Staff is monitoring state enterprise network and data center changes and status, processing voter cancelations and voter address verification postcards. Help Desk staff has been serving on and assisting on various project and development teams. Staff continues to maintain WisVote user and clerk listserv email lists and contact information, administering WEC’s O365 email system. The staff continues to administer the WisVote Active Directory system and the Elections Learning Center, maintaining system security.

Customer Service Call Volume  
608-266-8005 608-261-2028

July 2022	2,264
August 2022	3,316
<b>Total for Reporting Period</b>	<b>5,580</b>

Customer Service Email Volume  
[elections@wi.gov](mailto:elections@wi.gov)

July 2022	3,469
August 2022	3,448
<b>Total for Reporting Period</b>	<b>6,917</b>

Address Verification Postcards Mailed

July 2022	11,291
August, 2022	13,272
<b>Total for Reporting Period</b>	<b>24,563</b>

## 10. Communications Report

Since the Commission's last regular meeting on July 22, 2022, the PIO office saw an increased volume of media inquiries related to the August 9 Partisan Primary and has additionally made inroads toward communications projects that will prepare voters for the upcoming November General Election.

### Elections Education Project

Our four-part video education series on elections administration in Wisconsin is complete and will soon be released. By the September 21 Commission meeting, the content will be in final form and ready for viewing. We plan to make the content live on our website – [elections.wi.gov/101](https://elections.wi.gov/101) is the specific URL we are using for the landing page – on Sept. 22, and high school teachers will begin using the videos in social studies classrooms the week of September 26.

Some teachers will spread the content out over four weeks, using one video and the associated lesson plan each week – and others may choose to engage with all the content more immediately. Though we have a preferred order for the videos – Overview, Nuts & Bolts, Election Security, Day at the Polls – we are giving teachers flexibility in how they wish to use the video content.

Simultaneous to the classroom project, the Elections 101 project will be promoted in newspapers and on radio stations across Wisconsin, with an invitation for all Wisconsinites to view the videos on our agency website and elsewhere. The no-cost print and radio promotion is a result of public service contributions from the Wisconsin Newspaper Association, Wisconsin Broadcasters Association, and their members.

The PIO office also hopes to publicize the project through participating in select media interviews about the project.

### **Media Availabilities**

The PIO is currently working to organize a series of media availabilities to prepare the media and public for the General Election. Like those that took place over the summer months, the upcoming fall media availabilities will feature Administrator Wolfe and a municipal or county clerk, who will give a short presentation on a topic of elections administration and take questions from the media. As of the time of writing this update, the PIO envisioned three to four media availabilities taking place in October.

Topics may include:

- How the WEC and clerks ensure Wisconsin's elections are secure and accurate.
- How election officials count ballots, and what election certification looks like.
- How recounts work.
- Understanding unofficial Election Night results vs. certified, official election results.

### **Fall Social Media Plan**

Like the social media plan created for the August Partisan Primary, the PIO is working to launch another series of templated social media posts – which include suggested posts for Facebook/Twitter and accompanying photos/graphics – ahead of the November General Election. The goal of this project is to create a series of ready-to-post social media materials that municipal and county clerks can use to provide useful election information to voters.

Topics covered in the social media plan include important election-related dates and deadlines, election security information, and information on how to register and vote.

### **Media Engagement**

Administrator Wolfe conducted numerous media interviews for newspaper, TV, and radio ahead of and following the August Partisan Primary. Topics included information on how to vote, along with security measures related to requesting an absentee ballot via MyVote.

Following the Commission's August 31 budget meeting, Administrator Wolfe also participated in interviews about the Commission's budget request, particularly the proposal to create the Elections Inspector General program.

Leading up to the general election, the PIO office anticipates Administrator Wolfe and the PIO will participate in additional interviews on preparations for the November election and what to expect on Election Day and after.

## **11. Financial Services Activity**

The WEC financial staff has performed the following financial services activities since the July 22, 2022, Staff Update to the Commission:

- The financial staff continued to perform all procurement and financial year-end activities for the state fiscal year 2022 (FY22) June 30 close, running queries, inquiries, reports, and post-roll analyses, completing transaction and account reviews and reconciliations, and creating adjusting journal entries and budget journal entries when appropriate.
- Staff has continued to process the disbursement of the .gov municipal subgrant of federal Election Security grant funds and follow each disbursement with an email to the municipality providing an award letter and notification of expected funds.
- Over the past two months, staff has participated in eight meetings hosted by the State Controller's Office and its various sections and meant to facilitate relationships and open communication between the SCO and the state agencies' financial divisions.
- On July 27, 2022, staff submitted to the federal Election Assistance Commission (EAC) our updated Election Security grant budget and accompanying narrative following the Commission's approval of the 2022 disbursement's allocation of funds plan. We received EAC approval of our budget on July 29, 2022.
- On August 5, 2022, staff worked with the State Budget Office (SBO) to complete any necessary FY22 budget lapse transactions.
- On August 11, 2022, staff worked with the SBO to complete a prior year budget reversion in our General-Purpose Revenue (GPR) appropriation.
- On August 15, 2022, staff attended a SBO training on standard budget adjustments and on the new budget software system.
- On August 19, 2022, after working with the SCO and STAR system personnel to correct two incorrect transactions from 2018, staff completed all Form 78 verifications to verify all FY22 transactions in our agency's twenty appropriations.
- On August 24, 2022, staff received notice from the EAC's Office of Inspector General that we have a routine audit of our Help America Vote Act (HAVA) funds. The entrance conference will be held on September 14 with the audit fieldwork to begin after the November election.

- On August 29, 2022, staff submitted to the SCO our annual Accounts Receivable Aging Report.
- In addition, staff has performed the following monthly:
  - Staff has continued to perform and submit to the SCO scheduled month-end close queries, inquiries, and reports. Staff conducted necessary adjusting entries to resolve any discrepancies.
  - Staff has continued to validate Wisconsin Department of Administration (DOA)'s monthly Diverse Spend Reports.
  - Staff has continued to participate in monthly DOA virtual user group webinars pertaining to Project Costing and Accounts Receivable and Billing.
  - Staff has continued to participate in the virtual PCard Administrators Group to discuss issues pertaining to the Wisconsin Purchasing Card (PCard) and the State Agencies Purchasing Council (SAPC) to discuss procurement topics and updates.
  - Staff has continued to participate in the virtual Financial Leadership Council meetings at SCO.

## **12. Procurements**

The following 11 Purchase Orders totaling \$323,618.97 have been processed since the July 22, 2022, Staff Update to the Commission:

- A \$21,799.90 Purchase Order was written to Beyond Vision to assist with increased phone calls due to the ERIC EBU mailing and the August and November elections.
- A \$936.00 Purchase Order was written to Paragon Development Systems for laptop docking stations.
- A \$35,410.04 Purchase Order was written to SHI International Corp. for New Relic cyber security software license subscription.
- A \$62,642.12 Purchase Order was written to Insight Public Sector for OPSWAT cyber security software license subscription and support.
- A \$93,098.24 Purchase Order was written to Carahsoft Technology Corp. for annual website hosting.
- A \$79,085.32 Purchase Order was written to SHI International Corp. for ESS Elasticsearch cyber security data management software license subscription.

- A \$1,972.50 Purchase Order was written to WI Coalition Independent Living Centers for temporary staff to assist in November accessibility audits.
- A \$979.10 Purchase Order was written to the Department of Corrections for a staff office chair and sit-stand desk.
- A \$10,196.00 Purchase Order was written to SHI International Corp. for Smarty Streets address verification software subscription.
- A \$5,532.00 Purchase Order was written to DI & Associates for temporary staff to assist in August accessibility audits.
- A \$11,967.75 Purchase Order was written to DI & Associates for temporary staff to assist with phone calls and email answering prior to and through the November election.

*All purchases accurately followed the Wisconsin State Procurement Process.*

### **13. Meetings and Presentations**

WEC staff attended the following events since the last Staff Update memorandum.

July 19-21, 2022	NASED Summer Conference
July 22, 2022	ERIC Board of Directors Meeting
July 26, 2022	EI/MS-ISAC Monthly Meeting
July 28, 2022	NASS Meeting
August 3, 2022	State IT Director's Council Meeting
August 9, 2022	August Partisan Primary
August 16, 2022	WI-ISAC Cybersecurity Meeting
August 18, 2022	National Elections Security Tabletop Exercise
August 23, 2022	Accessibility Advisory Group Meeting
August 24, 2022	DOA Supported IT Meeting
August 26, 2022	Wisconsin Municipal Clerks Association Conference
August 30, 2022	Meeting with USPS EI/MS-ISAC Monthly Meeting

September 6, 2022	Wisconsin Homeland Security Council Meeting
September 13, 2022	Enterprise IT Meeting
September 14, 2022	Meeting with the U.S. Elections Assistance Commission
September 20, 2022	WI-ISAC Cybersecurity Meeting
September 21, 2022	Clerks Institute WisVote Training



**ATTACHMENT #1**

Wisconsin Elections Commission's Training Initiatives  
7/23/2022 – 9/21/2022

<b>Training Type</b>	<b>Description</b>	<b>Class Duration</b>	<b>Target Audience</b>	<b>Number of Classes</b>	<b>Number of Students</b>
Municipal Clerk	<p>2005 Wisconsin Act 451 requires that all municipal clerks attend a state-sponsored training program at least once every 2 years.</p> <p>MCT Core class is available in the WisVote Learning Center and in-person training classes with certified clerk-trainers.</p>	3 hours	All municipal clerks are required to take the training; other staff may attend. Clerks may attend refresher once per 2-year term.	<p>In-Person: 0</p> <p>16-section online presentation with quizzes</p>	<p>0</p> <p>58</p>
Chief Inspector	<p>Required training for new Chief Inspectors before they can serve as an election official for a municipality during an election.</p> <p>CIT Baseline class is available in the WisVote Learning Center and in-person with certified clerk-trainers.</p>	2-3 hours	Election workers for a municipality. Current chiefs and clerks may attend refresher once per 2-year term.	<p>In-Person: 5</p> <p>7-section online presentation with self-evaluation</p>	<p>62</p> <p>140</p>
Election Administration and WisVote Training Webinar Series	Series of programs designed to keep local government officials up to date on the administration of elections in Wisconsin.	60 + minute webinar training sessions hosted and conducted by Commission staff.	County and municipal clerks, chief inspectors, poll workers, election registration officials, and school district clerks.	9/20/22: 2022 General Election WisVote; 9/14/22: UOCAVA; 8/31/22: Clerks 101; 8/23/22: WisVote Election Reconciliation; 7/20/22: August Partisan Primary; 7/26/22: WisVote Absentee	50 – 500 per live webinar; posted to website for clerks to use on-demand.

**ATTACHMENT #1**

Wisconsin Elections Commission's Training Initiatives  
7/23/2022 – 9/21/2022

/

WisVote Training	Online training in core WisVote functions – how to navigate the system, how to add voters, how to set up elections and print poll books.	Varies	New users of the WisVote application software. Two user types, Clerk Role for full access and Data Entry Role for certain tasks.	Online	Not tracked
Clerk Conferences: August 26, 2022: Wisconsin Municipal Clerks Association Annual Conference					