

---

Wisconsin Elections Commission

---

Meeting of the Commission  
Tuesday, March 13, 2018  
10:00 A.M.

Agenda  
Open Session

Wisconsin Elections Commission Offices  
212 E. Washington Avenue, Third Floor  
Madison, Wisconsin

---

<b>A. Call to Order</b>	
<b>B. Administrator’s Report of Appropriate Meeting Notice</b>	
<b>C. Personal Appearances (Time reserved for personal appearances may be limited at the discretion of the Chair)</b>	
<b>D. Minutes of Previous Meeting – January 9, 2018</b>	<b>3</b>
<b>January 24, 2018</b>	<b>8</b>
<b>January 31, 2018</b>	<b>12</b>
<b>E. Request for Review of Voting Equipment Software Components</b>	
<b>F. Badger Book – Electronic Poll Book Application</b>	<b>16</b>
<b>G. Election Security Planning Update</b>	<b>21</b>
<b>H. Appointment of State Representative to U.S. Election Assistance Commission Standards Board</b>	<b>30</b>
<b>I. Voter Fraud Report</b>	<b>32</b>
<b>J. Agency Annual Report &amp; 2017 Accomplishments</b>	<b>37</b>
<b>K. Legislative Update</b>	<b>96</b>

**L. Commission Staff Update**

**106**

**M. Closed Session**

**1. Minutes of Previous Meetings**

**2. Litigation Update**

19.85 (1) (g)           The Commission may confer with legal counsel concerning litigation strategy.

19.851                 The Commission's deliberations concerning investigations of any violation of the election laws shall be in closed session.

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

**Wisconsin Elections Commission**  
Wisconsin Elections Commission Offices  
212 East Washington Avenue  
Madison, Wisconsin  
8:00 a.m. Tuesday, January 9, 2018

## Open Session Minutes

Present: Commissioner Mark Thomsen, Commissioner Ann Jacobs, Commissioner Beverly Gill, Commissioner Julie Glancey, Commissioner Jodi Jensen and Commissioner Dean Knudson (all by telephone)

Staff present: Michael Haas, Nathan Judnic, Sharrie Hauge, Richard Rydecki and Reid Magney

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

Commission Chair Mark Thomsen called the meeting to order at 8:00 a.m.

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

Interim Administrator Michael Haas informed the Commissioners that proper notice was given for the meeting.

### **C. Minutes of Previous Meetings**

**December 12, 2017**

**MOTION:** Approve open session minutes of the December 12, 2017 meeting of the Wisconsin Election Commission as submitted. Moved by Commissioner Knudson, seconded by Commissioner Gill. Motion carried unanimously.

### **D. Ballot Access Challenges and Issues**

Administrator Haas reported that the Commission received no ballot access challenges.

### **E. Ballot Access Report and Certification of Candidates for 2018 Spring Election**

Lead Elections Specialist Diane Lowe made an oral presentation based on a written report starting on page 10 of the January 2018 meeting materials regarding ballot access for the 2018

Spring Election. Of the 76 candidates who registered, Commission staff recommends 74 for approval. Two did not file nomination papers.

**MOTION:** Deny ballot status for the two candidates listed as “denied” on the Candidates Tracking by Office report contained in the January 2018 Commission meeting materials. Moved by Commissioner Jacobs, seconded by Commissioner Glancey. Motion carried unanimously.

**MOTION:** Certify ballot status for the 74 candidates listed as “approved” on the attached Candidate Tracking by Office report. Moved by Commissioner Jensen, seconded by Commissioner Jacobs. Motion carried unanimously.

## **F. Request for Review of Voting Equipment Software Components**

Staff Counsel Nathan Judnic made an oral report on the status of plans to provide the Jill Stein campaign with access to voting equipment software components. Staff is completing work on the draft plan, and recommends the Commission hold a special meeting at the end of January to discuss and potentially approve the plan.

Commissioners discussed scheduling a meeting and reached consensus to hold the meeting at 9 a.m. Wednesday, January 31, by teleconference.

## **G. Delegation of Authority to Administrator**

Interim Administrator Haas made an oral presentation based on a memorandum starting on page 44 of the Commission’s January 2018 meeting materials regarding delegation of authority. The motion is exactly the same as the one approved in late 2016. Mr. Haas described the history of the Commission’s delegation of authority to the administrator.

Commissioner Knudson asked about language in the memo stating that the administrator will “consult with the Commission Chair to determine whether Commission members should be polled or a special meeting conducted before action is taken.” He noted that polling members could constitute an illegal meeting. Mr. Haas and Chair Thomsen agreed.

Commissioner Jacobs said she would make the motion with Commissioner Knudson’s amendment, striking language regarding polling members.

**MOTION:** Pursuant to the Commission Administrator’s role as agency head and the State’s chief election official, the Wisconsin Elections Commission delegates the authority described below to its Administrator. In exercising all delegated authority, the Administrator is required to report, at the Commission meeting immediately following the delegated action, the specifics of the action taken, the basis for taking the action, and the outcome of that action.

1. The following authority is delegated to the Administrator subject to the requirement that before it is exercised, the Administrator consult with the Commission Chair to determine whether a special meeting should be held:

- To issue compliance review orders under the provisions of Wis. Stat. § 5.06;
  - To certify and sign election related documents including candidate certifications, certificates of election, and certifications of election results on behalf of the Commission;
  - To accept, review, and exercise discretion to approve applications for voting system modifications characterized as engineering change orders (ECOs) for systems previously approved for use in Wisconsin;
  - To implement the Commission's determinations regarding sufficiency of nomination papers or qualifications of candidates;
  - To communicate with litigation counsel representing the Commission in order to make timely necessary decisions regarding Commission litigation;
  - To make a finding pursuant to Executive Order #50, Sec. IV(8), that a proposed administrative rule does not have an economic impact.
  - To execute and sign contracts on behalf of the Commission, except related to special investigators as provided in Wis. Stat. § 5.05(2m), subject to the further provisions of this paragraph. The Administrator is required to request approval from the Commission for contracts involving a sum exceeding \$100,000, or for purchases from a statewide contract over \$100,000. The Administrator is required to request approval from the Commission prior to posting a Request for Proposal or Request for Bid. In addition, the Administrator may enter into a sole source contract only after obtaining approval from Commission Chair and providing five days' prior notice to the Commission regardless of the dollar amount.
2. The following authority is delegated to the Administrator without the requirement for prior consultation with the Commission Chair before action is taken:
- To exempt municipalities from polling place accessibility requirements pursuant to the provisions of Wis. Stat. § 5.25(4)(a);
  - To exempt municipalities from the requirements for the use of voting machines or electronic voting systems pursuant to the provisions of Wis. Stat. § 5.40(5m);
  - To authorize the non-appointment of an individual who is nominated to serve as an election official under the provisions of Wis. Stat. § 7.30(4)(e);
  - To execute and sign contracts on behalf of the Commission, except related to special investigators as provided in Wis. Stat. § 5.05(2m), for contracts involving a sum not exceeding \$100,000, or for purchases from a statewide contract involving sums not exceeding \$100,000.

- To issue written informal advisory opinions pursuant to Wis. Stat. §5.05(6a) related to recurring issues or issues of first impression for which no formal advisory opinion has been issued.

Moved by Commissioner Jacobs, seconded by commissioner Knudson. Motion carried unanimously.

## **H. Request for Senate Public Hearing Re. Administrator Confirmation**

Commissioner Knudson noted that the Commission appointed Mr. Haas as interim administrator more than 18 months ago, and it is time for the Senate to do its part and hold a confirmation hearing prior to a vote on confirmation.

**MOTION:** Request a Senate public hearing on the confirmation of Michael Haas as administrator of the Wisconsin Elections Commission. Moved by Commissioner Knudson, seconded by Commissioner Jacobs.

Commissioners discussed how to communicate the motion to the Senate and agreed to send a letter.

Chair Thomsen called the question. The motion carried unanimously.

## **I. Staff Update**

Interim Administrator Haas provided an oral update on development of the electronic poll book system and plans to have pilot sites in April instead of February to give staff more time to ensure the system is fully developed. He also informed the commission that he has been nominated to serve as secretary of the National Association of State Election Directors (NASSED) for 2018.

## **J. Closed Session**

Adjourn to closed session as required by statutes to confer with counsel concerning pending and potential litigation, and to discuss a personnel matter.

**MOTION:** Move to closed session pursuant to Wis. Stat. §§ 19.85(1)(g) to confer with counsel concerning pending and potential litigation and 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Moved by Commissioner Jacobs, seconded by Commissioner Gill.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jensen:	Aye	Jacobs:	Aye
Knudson:	Aye	Thomsen:	Aye

Motion carried unanimously. The Commission recessed at 8:32 a.m. and convened in closed session at 8:42 a.m.

**K. Adjourn**

The Commission adjourned in closed session at 9:01 a.m.

#####

The next regular meeting of the Wisconsin Elections Commission is scheduled for Tuesday, March 13, 2018, at the Commission's offices in Madison, Wisconsin beginning at 10:00 a.m. The Commission will hold a special meeting by teleconference on January 31, 2018 beginning at 9:00 a.m.

January 9, 2018 Wisconsin Elections Commission meeting minutes prepared by:

---

Reid Magney, Public Information Officer

February 5, 2018

January 9, 2018 Wisconsin Elections Commission meeting minutes certified by:

---

Beverly Gill, Commission Secretary

March 13, 2018



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

**Wisconsin Elections Commission**  
Wisconsin Elections Commission Offices  
212 East Washington Avenue  
Madison, Wisconsin  
3:00 p.m. Wednesday, January 24, 2018

## Open Session Minutes

Present: Commissioner Mark Thomsen, Commissioner Ann Jacobs (in person), Commissioner Beverly Gill, Commissioner Julie Glancey, Commissioner Jodi Jensen and Commissioner Dean Knudson (by telephone)

Staff present: Michael Haas, Nathan Judnic, Sharrie Hauge, Richard Rydecki and Reid Magney

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

Commission Chair Mark Thomsen called the meeting to order at 3:01 p.m.

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

Interim Administrator Michael Haas informed the Commissioners that proper notice was given for the meeting.

### **C. Senate Administrator Confirmation Vote and Appointment of Interim Administrator**

Chair Thomsen said the meeting was called to discuss the Senate's vote not to confirm Michael Haas as administrator of the Wisconsin Elections Commission and what it means. He noted that Commissioner Knudson had distributed a motion to Commissioners earlier, and suggested that each Commissioner share his or her thoughts about the Senate's decision.

Chair Thomsen discussed his reasons for supporting the Commission reappointing Mr. Haas as interim administrator.

Commissioner Gill said the Commission unanimously supported Mr. Haas, and as a voter and taxpayer she wonders why the Senate did not vote to retain him.

Commissioner Jacobs reviewed a memorandum distributed to Commissioners and the public analyzing the statutes regarding the Commission's ability to appoint an administrator of its

choice. She said her review of the law disagrees entirely with the memo from Legislative Council.

Commissioner Knudson said the Commission's top priority should be to ensure continuity and competence in elections. He noted he was the chief author of the bill that created the Elections and Ethics Commissions, and said the intent of the law was that if the Senate rejected an administrator nominee it creates a vacancy.

Commissioner Glancey spoke in support of Mr. Haas as administrator and questioned how the Senate could get rid of someone based on a perception they had done something wrong.

Commissioner Jensen said she disagrees with Chair Thomsen and Commissioner Jacobs' interpretation of the statute. She said Senate confirmation has a purpose, and a person who is rejected cannot serve. She said she agrees with Commissioner Knudson that it is time to move on and appoint a new interim administrator.

Commissioners continued to discuss their positions on the administrator appointment.

**MOTION:** That the Wisconsin Elections Commission retain or appoint, depending on the condition of the law, Mike Haas as interim administrator of the Wisconsin Elections Commission. Moved by Commissioner Jacobs, seconded by Commissioner Glancey.

Commissioner Gill suggested placing a time limit on the appointment of 30 to 60 days.

Commissioner Jacobs said she would want the period to extend through the February and April elections and the subsequent canvass, possibly April 30.

Commissioner Gill agreed to April 30, and Commissioner Jacobs said she would accept Commissioner Gill's suggestion as a friendly amendment to the motion. Commissioner Glancey seconded the amendment. The amended motion reads:

That the Wisconsin Elections Commission retain or appoint, depending on the condition of the law, Mike Haas as interim administrator of the Wisconsin Elections Commission through April 30, 2018.

Further discussion.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jacobs:	Aye	Jensen:	No
Knudson:	No	Thomsen:	Aye

Motion carried 4-2.

Commissioner Knudson said he would like to make a motion based on the materials he distributed, with some changes.

**MOTION:** 1) Direct the chairman to advertise the administrator position for 60 days, followed by a Commission meeting to narrow the field to three applicants. Schedule a Commission meeting to interview applicants not more than 90 days from today. 2) Direct the chairman to inform the Senate that Michael Haas has been named Interim Administrator pending a nationwide search for the next Administrator. His name will be submitted for confirmation as required by law, however the Commission's intention will be to replace him with the individual chosen during the search process. Moved by Commissioner Knudson, seconded by Commissioner Jensen.

Commissioner Knudson said he made his motion because Mr. Haas cannot be confirmed and he believes the commission needs someone who has never been accused of partisanship.

**MOTION:** Table the motion until the Commission's next meeting January 31. Moved by Chair Thomsen, seconded by Commissioner Jacobs.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jacobs:	Aye	Jensen:	No
Knudson:	No	Thomsen:	Aye

Motion carried 4-2. Motion is tabled.

#### **D. Closed Session**

Adjourn to closed session as required by statutes to confer with counsel concerning pending and potential litigation, and to discuss a personnel matter.

**MOTION:** Move to closed session pursuant to Wis. Stat. §§ 19.85(1)(g) to confer with counsel concerning pending and potential litigation and 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Moved by Commissioner Jacobs, seconded by Commissioner Glancey.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jensen:	Aye	Jacobs:	Aye
Knudson:	Aye	Thomsen:	Aye

Motion carried unanimously. The Commission convened in closed session at 4:02 p.m.

#### **E. Adjourn**

The Commission adjourned in closed session at 4:16 p.m.

#####

The next regular meeting of the Wisconsin Elections Commission is scheduled for Tuesday, March 13, 2018, at the Commission's offices in Madison, Wisconsin beginning at 10:00 a.m. The Commission is scheduled to hold a special meeting by teleconference on January 31, 2018 beginning at 9:00 a.m.

January 24, 2018 Wisconsin Elections Commission meeting minutes prepared by:

---

Reid Magney, Public Information Officer

February 6, 2018

January 24, 2018 Wisconsin Elections Commission meeting minutes certified by:

---

Beverly Gill, Commission Secretary

March 13, 2018

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

**Wisconsin Elections Commission**  
Wisconsin Elections Commission Offices  
212 East Washington Avenue  
Madison, Wisconsin  
9:00 a.m. Wednesday, January 31, 2018

## Open Session Minutes

Present: Commissioner Ann Jacobs, Jodi Jensen and Dean Knudson (in person), Commissioner Mark Thomsen, Commissioner Beverly Gill and Commissioner Julie Glancey, (by telephone)

Staff present: Michael Haas, Meagan Wolfe, Nathan Judnic, Sharrie Hauge, Richard Rydecki and Reid Magney

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

Commission Chair Mark Thomsen called the meeting to order at 9:00 a.m.

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

Interim Administrator Michael Haas informed the Commissioners that proper notice was given for the meeting.

### **C. Request for Review of Voting Equipment Software Components**

Legal Counsel Nathan Judnic made an oral presentation based on a written memorandum starting on page 3 of the January 31 meeting materials regarding the Jill Stein campaign's request to review software components of voting equipment used in the 2016 Presidential Recount, which is permitted by state statutes. Staff has been working with the Stein campaign, voting equipment vendors and an independent testing lab to arrive at a plan for Stein's representatives to review the software components in a secure setting. Staff now recommends that the Commission adopt software components review parameters described in the memo. Given the complexity of the issues involved, staff recommends delaying the effective date of any final decision made by the Commission by 30 days.

Attorney Chris Meuler of the Stein campaign urged the Commission to approve the plan, effective February 15 rather than in 30 days.

Attorney Mike Cox spoke on behalf of the two voting equipment vendors, Dominion Voting Systems and Election Systems & Software (ES&S). He urged the Commission to delay the final decision for 30 days to give the vendors time to review the plan. He also said that some software components identified by the independent testing lab were not used in November 2016, and should not be included in the review. Attorney Cox also expressed concerns about setting limits on the time frame for the Stein campaign to review the software and the ability of the Stein campaign to publish whatever it wants about its review.

Commissioners and staff discussed the issues of limiting what the Stein campaign can publish and the amount of time for the review. Commissioners discussed amending the staff recommended motions to provide that the Stein campaign would provide the Commission and the vendors with a written examination plan by February 15, 2018, prior to any review, and that only software used in the 2016 General Election would be subject to review.

Chair Thomsen said he would entertain the following motions:

**MOTION #1:** The Wisconsin Elections Commission, with the exception of the first sentence contained in paragraph 4.a., adopts the memorandum, the Confidentiality Non-Disclosure Agreement (Attachment 1) and the opinion and technical packages of code identified in the Pro V & V, Inc. report (Attachment 2), to the extent those technical packages contain software components that were used in the 2016 General Election and therefore subject to review, as its final decision related to the Jill Stein for President request for access to software components under Wis. Stat. § 5.905(4).

**MOTION #2:** Paragraph 4.a. of the memorandum is modified to read: “By no later than the close of business on February 15, 2018, the Recipient shall provide the designated representative(s) of ES&S and Dominion (“Vendor”) and the Commission with a written examination plan concerning the specific details of all examinations to be conducted, including a reasonable timeframe for the review to occur.”

**MOTION #3:** Except for the deadline related to the written examination plan as described in amended Paragraph 4.a. of the memorandum, the final decision of the Wisconsin Elections Commission related to the Jill Stein for President request for access to software components under Wis. Stat. § 5.905(4) is effective March 2, 2018.

Motions moved by Commissioner Jacobs, seconded by Commissioner Jensen. Motions carried unanimously.

#### **D. Commission Administrator Status/Tabled Motion**

Chair Thomsen discussed Commissioner Knudson’s motion to begin a search for a new administrator, which was tabled at the January 24, 2018, special meeting regarding the administrator. He suggested that the Commission not make a substantive decision until early March, which is within the 45-day period set by statute for the Commission to name an administrator. During that time, Mr. Haas would continue as interim administrator.

Commissioner Knudson said that because of the Senate's vote against confirmation, the administrator position is vacant. He urged commissioners to appoint an interim administrator and begin a search for a permanent replacement.

Commissioners further discussed the motion.

**MOTION:** Table Commissioner Knudson's motion until a special meeting on March 1 or 2, 2018. Moved by Chair Thomsen, seconded by Commissioner Jacobs.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jacobs:	Aye	Jensen:	No
Knudson:	No	Thomsen:	Aye

Motion carried 4-2.

Chair Thomsen polled commissioners on their preference for a special meeting date. By consensus, commissioners agreed to meet at 9 a.m. on Friday, March 2 to discuss the tabled motion.

## **E. Closed Session**

Adjourn to closed session as required by statutes to confer with counsel concerning potential litigation and to discuss a personnel matter.

**MOTION:** Move to closed session pursuant to Wis. Stat. §§ 19.85(1)(g) to confer with counsel concerning potential litigation and 19.85(1)(c) to consider the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Moved by Commissioner Jacobs, seconded by Commissioner Glancey.

Roll call vote: Gill:	Aye	Glancey:	Aye
Jensen:	Aye	Jacobs:	Aye
Knudson:	Aye	Thomsen:	Aye

Motion carried unanimously. The Commission convened in closed session at 10:28 a.m.

## **E. Adjourn**

The Commission adjourned in closed session at 10:59 a.m.

#####

The next regular meeting of the Wisconsin Elections Commission is scheduled for Tuesday, March 13, 2018, at the Commission's offices in Madison, Wisconsin beginning at 10:00 a.m. The Commission will hold a special meeting by teleconference on March 2, 2018 beginning at 9:00 a.m.

January 31, 2018 Wisconsin Elections Commission meeting minutes prepared by:

---

Reid Magney, Public Information Officer

February 7, 2018

January 31, 2018 Wisconsin Elections Commission meeting minutes certified by:

---

Beverly Gill, Commission Secretary

March 13, 2018

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## MEMORANDUM

**DATE:** For the March 13, 2018 Commission Meeting

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

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared and Presented by:  
Sara Linski  
WisVote Specialist

**SUBJECT:** Badger Book Pilot Program Details

### **Introduction**

The Badger Book will be used in five polling locations for the Spring Election on April 3, 2018. Staff seeks to evaluate the performance and usability of the Badger Book e-poll book software and determine how it interacts with hardware selected by staff. The pilot program will provide the opportunity to gather feedback and make improvements before making the system available statewide for the August and November elections.

### **Software Features and Hardware Configurations**

Staff determined that the Badger Book will achieve three main functions: checking in a voter, processing an absentee ballot, and registering a voter. In addition, the software will support the redirection of voters who attempt to vote at the wrong polling place, capture misspelling notes on a voter record, direct a poll worker to offer provisional voting opportunities in appropriate situations, and allow local elections officials to print necessary reports for post-election activities. These features will be supported by a barcode scanner which will have the ability to search for the voter by name during the check in process, and for an absentee ballot using the mailing ID listed on the absentee ballot return envelope.

When the voter data is downloaded from WisVote and transferred to the USB to be loaded onto the Badger Book, all poll book information will become encrypted. Voter data will then only be accessible

to those with a login to the Badger Book system. The Badger Book devices will not be connected to the internet on Election Day.

Two configurations for hardware will be used during the pilot in the Spring Election:

1. The City of Brookfield and City of Mequon will use the Point of Service configuration. Each Badger Book station will include:
  - ELO PC all-in-one with a 15-inch monitor (election inspector facing)
  - 10-inch ELO touchscreen monitor (voter facing)
  - Printer stand
  - Wireless keyboard
  - Wireless mouse
  - Thermal receipt printer
  - Barcode scanner
  
2. The Town of Trenton, City of Sun Prairie, and City of Beloit will use the tablet-based option. Each Badger Book station will include:
  - HP 2 tablet
  - Swivel base
  - USB hub extender
  - Wireless key board
  - Wireless mouse
  - USB Receipt Printer
  - Barcode Scanner

## **Participants**

The pilot will take place in five polling locations. Staff has been in regular contact with clerks of the selected locations since November 2017. As part of participating in the pilot, clerks agreed to these stipulations:

1. The polling location must be willing to incorporate Election Day Registrations into the regular voter check in line.
2. Absentee ballots sent to the pilot location must not be pre-numbered.
3. Poll workers who will be working the pilot locations must attend Badger Book training the week prior to Election Day.
4. The polling location should be equipped and prepared to run the election as if there were no e-poll books. The polling location and poll workers must be equipped to switch to paper poll book process if needed.
5. For voters registering on Election Day, election inspectors will need to use their existing process to ensure voters are in the correct polling location. The Badger Book will not be able to make that determination.
6. Either the clerk or a designee will need to be on site at the polling location to assist in troubleshooting with poll workers and collecting feedback.
7. Hardware will be provided at no cost for the pilot.

2018 Spring Election Pilot Sites, April 3, 2018

<b>Municipality</b>	<b>County</b>	<b>Polling Location</b>	<b>Ward(s)</b>
City of Brookfield	Waukesha County	Brookfield Public Safety Building	Ward 14-17
Town of Trenton	Washington County	Trenton Town Hall	Ward 1-8
City of Beloit	Rock County	First Congressional Church	Wards 16
City of Sun Prairie	Dane County	Colonial Club	Ward 1-5
City of Mequon	Ozaukee County	Pieper Power Education Center	Wards 8-10

**On Boarding**

As part of being a pilot location, each clerk has agreed to additional training for their poll workers on March 26-29. Clerks will find and secure a training location in which to train their poll workers on the Badger Book. Poll workers will be required to receive training on all three functions: Voter Check In, Processing an Absentee, and Election Day Registration. Additionally, most clerks will hold a voter event to provide voters the opportunity to ask questions and acquaint themselves with the equipment before Election Day. Details about training, voter events, hardware configuration, and the staff resources are found in the table below.

2018 Spring Election Pilot Sites, April 3, 2018

<b>Municipality</b>	<b>Training Date</b>	<b>Voter Event</b>	<b>Type of Hardware</b>	<b>Assigned Election Day WEC Staff</b>
City of Brookfield	3/27	3/27 2:00pm – 5:00pm	Point of Service	Sara Linski
Town of Trenton	3/26	n/a	Tablet based	Christopher Doffing
City of Beloit	3/28	3/28 11:00am – 12:30pm	Tablet based	Robert Williams
City of Sun Prairie	3/29	3/29 12:00pm – 2:00pm	Tablet based	Mike Nelson
City of Mequon	3/26	3/26 4:00pm – 5:30pm	Point of Service	Michelle Hawley

## **Methods for Feedback**

To evaluate the Badger Book, several strategies will be employed to collect feedback. Timing feedback will be collected using the Voter Wait Time Tool from the Election Tools resources. Voters will be asked to hold scanned cards at the beginning of the line and to hand them back to a poll worker at the end of the check in process where they will be scanned back in. This data will then be sent back to the website TimeStation where we can evaluate the wait time a voter experienced at a site using the tablet-based configuration and the point of service-based configuration. This data will be compared against two paper poll book sites in the Village of Waunakee and City of New Berlin who will also be collecting voter wait time data.

Poll worker satisfaction and usability feedback for hardware and software will be gathered by paper survey completed at the end of their shift. Additionally, feedback will be gathered from voters via optional paper surveys completed before leaving the polling location. Using these strategies, the pilot will aim to answer the below questions:

### Hardware and Configuration

- Is the hardware easy and intuitive for a poll worker and voter to use?
- Did scanning and typing to search for a voter move any more quickly than searching for a voter by hand on the paper poll book?
- Did the point of service hardware configuration perform better or worse than the tablet-based configuration?
- How did the consolidation of lines for Check-In and Election Day Registrations impact the voter experience overall?
- Were there any communication lapses or issues between networked Badger Books?

### Software

- Do poll workers struggle to find the next step in a process?
- Do poll workers struggle to find how to go back a step in the process?
- Was there any information lacking on any screen that impeded a poll worker's ability to perform their job?
- Did any instructions in the poll book conflict with training provided at the municipal level?
- Do poll workers feel more confident in their ability to evaluate a photo ID?
- Were poll workers able to validate voter numbers throughout the day?
- Do poll workers feel it is easier to find the correct voter using the e-poll book versus paper poll book?
- Did any language create confusion for what a poll worker is supposed to do next?
- Did the addition of the statewide voter database for redirection purposes provide any benefit?
- How often does a poll worker require assistance to navigate the system?
- What, if any, scenarios arise that the Badger Book cannot handle?

### **Post-Pilot Activities**

After the election, staff will reconvene to share experiences and evaluate poll worker, voter, and clerk feedback to determine what improvements or fixes need to be made to the system before launch. Staff will work with the development team to make these changes and with the PDS team to redesign the hardware configuration, if needed. Beyond that, developers will focus on creating clerk workflows in WisVote to manage their own data download before the election and upload voter participation and voter registration information post-election. Staff will also work to provide additional opportunities for clerks to evaluate the Badger Book for purchasing purposes in summer 2018.

This report is for the Commission's information and no action is required at this time.



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

---

**DATE:** For the March 13, 2018 Commission Meeting  
**TO:** Members, Wisconsin Elections Commission  
**FROM:** Meagan Wolfe, Administrator  
**SUBJECT:** Election Security Planning- 2018 Update

Wisconsin Elections Commission staff continues to identify and implement election security best practices at the agency and state enterprise level, and is working on a comprehensive plan to address security concerns on the municipal and county level. Many public and private sector organizations have produced new resources on the national level for the use of state and local election officials. WEC staff has developed an outline and plan for Wisconsin elections security and is in the process of examining these new resources to ensure that available best practices are included in the state specific plan. The Wisconsin 2018 elections security plan involves three main sections: planning and preparation, response planning, and communications. A draft of the planning and preparation section was presented to the Commission in December. WEC staff is currently completing the response and communications sections of the report and new resources available from national partners that focus on response planning and communications will be incorporated into the final WEC security plan.

In addition to analyzing newly available election security resources, the WEC is also continuing to implement election security measures both in-house and with the municipal and county clerks. As has been previously discussed, the WEC's unique relationship with all 1853 municipal clerks, who each have different levels of technological resources and support, requires the WEC to ensure that each of those municipalities has the information that is necessary to administer elections in a secure manner. Currently, WEC staff is working on the following election security measures, which are summarized in detail below:

- 1) New Election Security Resources:** Analyzing and implementing playbooks and best practices from national election partners.
- 2) Election Security Clerk Training:** Developing a plan to disseminate election security information to all 1853 municipalities and 72 counties.
- 3) WisVote User Policy:** Implementing a new WisVote statewide voter registration system user policy and confidentiality agreement.
- 4) System Testing:** Working with Wisconsin Division of Enterprise Technology (DET) and the U.S. Department of Homeland Security (DHS) to plan additional testing of Wisconsin election systems.

**5) Response and Communications Planning:** Development of Wisconsin Response and Communications plan for municipal and county clerks.

**1) New Election Security Resources**

New election security resources through national public and private sector partners are being made available for use by state elections officials on an almost daily basis. Groups such as the Belfer Center for Science and International Affairs at Harvard University (Belfer Center), Center for Internet Security (CIS), National Institute for Standards in Technology (NIST), and the Department of Homeland Security's FEDVTE have released election security resources in the last few months or weeks. These resources are significant as they are the cumulation of vetted best practices developed by viewing elections security from a national perspective. WEC staff is in the process of collecting and analyzing such resources to determine if and how they can be utilized for the implementation of the Wisconsin specific elections security plan. The following is a summary of how the more noteworthy nationally available election security resources are being utilized in Wisconsin.

In late 2017, the Belfer Center's Defending Digital Democracy Project (D3P) was launched as an effort to learn about the current state of elections security on the national level and produce a playbook for states to use to implement election security best practices. The D3P team is a partnership between academics, state and local election officials, and private sector partners such as Google. WEC staff, DET staff, and local election officials met with the D3P team to explain elections administration and security measures and challenges in Wisconsin in late 2017. In February 2018, D3P released three playbooks for election officials based on the election security needs and concerns observed in Wisconsin and over 30 other states. The D3P playbooks follow the same format as the Wisconsin Elections Security plan: preparation, response and communication. These three playbooks will be a useful tool for expanding the Wisconsin specific plan.

D3P will be hosting an event in late March in Cambridge, Massachusetts to train states on how to implement the recommendations outlined in the playbooks. D3P has invited three representatives from each state to attend the event. The goal of the event is to train the representatives from each state who will then bring that knowledge back to their states and train local municipal and county election officials. A major piece of the D3P training will be teaching state representatives how to conduct election security table top exercises with local election officials. Table top exercises are scenario-based planning tools in which participants roleplay response strategies for hypothetical elections security incidents such as a breach of voter data or the physical compromise of voting equipment. The WEC is sending five representatives from staff to the D3P events, with three staff attending the dressed rehearsal training event and two additional staff members attending the formal training. Upon returning from the D3P event, WEC staff will then train county clerks on what they learn at county training events scheduled for April. WEC staff is asking county clerks to then assist the WEC in training municipal clerks in May and throughout the remainder of 2018.

Other play books have also recently become available through groups such as NIST which produced what is generally considered the gold standard of cyber security response guides. This document is over 400 pages long and is currently being analyzed by WEC staff who will condense the materials for inclusion in training for Wisconsin's local election officials. Other groups, such as CIS, which is

a partner organization of the DHS-affiliated Multi State-Information Sharing and Analysis Center (MS-ISAC) have also produced elections security playbooks which include check lists and security implementation suggestions. The NIST and CIS documents will be utilized in the training and resources WEC provides to county and municipal clerks in preparation for the fall 2018 elections.

At the June 2018 Commission meeting WEC staff will be reporting about the D3P training event and other progress made in implementing new security best practices and resources available through national organizations.

## **2) Election Security Clerk Training**

WEC staff has also started the process of providing election security training to municipal and county clerks and is taking a unique approach compared to other state election offices. Almost all other states have a county-based election administration system and the state elections office is charged with training 50-80 county offices on election security. In Wisconsin, the municipal-based election system requires the WEC to be responsible for training 1853 municipal clerks on election security. The sheer number of local election officials in Wisconsin demands that the WEC deploy a variety of training methods, such as using the WisVote online learning center to provide interactive online training content and partnering with county clerks to develop a train-the-trainer elections security program for municipalities.

Using the online learning center, WEC staff has been able to develop six interactive online tutorials on various election security topics. These tutorials focus not only on election specific training but also incorporate general cyber security training. These tutorials include: password security, avoiding phishing scams, avoiding ransomware and other malware, web browser security, and WisVote user policies. WEC will also incorporate other tools into the learning center such as checklists and links to additional training available through FEDVTE.

At the March meeting of the Wisconsin County Clerks Association (WCCA) meeting, WEC staff suggested a plan to the county clerks on how to partner with county clerks to train the municipal clerks on elections security. The goal is that counties will serve as regional hubs to train municipalities and host and conduct regional trainings. The WEC staff will be meeting with county trainers to provide them with training materials, and train them on election security best practices, election security response plans and conducting table top exercises. WEC staff has begun scheduling the trainings with the county clerks and developing the training materials. The plan is to coordinate training events for the county clerks on a schedule that will be completed by late April. The counties will then be expected to train the municipal clerks in the month of May. This will give municipalities time to implement security best practices and response and contingency planning into their election administration plans for the August and November elections.

## **3) WisVote Policy**

As the WEC continues to implement elections security best practices into its own election administration applications, one of the main initiatives is updating the policy and process in which users access the WisVote system. Currently, all WisVote users are required to submit a signed confidentiality agreement and a user policy agreement to the WEC before they are given access to the

system. The updated confidentiality agreement and user agreement will be housed electronically so that WEC staff can easily monitor compliance and submission of the agreement. WisVote users will acknowledge the new agreement electronically as part of a new, more secure, WisVote login screen. WEC will begin rolling out the new policy and WisVote user requirements in May 2018 for new users and will require all existing users to acknowledge and comply with the new agreement by July 2018.

A copy of the new draft confidentiality and user agreements are attached for the Commission's review. WEC staff asks the Commission to provide any feedback or edits to the policy prior to the April 3, 2018 elections to allow time to incorporate changes prior to roll-out. Main updates to the agreement are as follows:

*-Learning center requirements.* The new agreement requires potential WisVote users to complete WEC cyber security training before they will be given access to the user policy and assigned credentials to access WisVote. Security training is housed in the WEC WisVote learning center. Once the training is complete and the user acknowledges the agreements, they will then be given permissions to enter WisVote. Potential WisVote users will not be granted access to WisVote until they have completed the required training.

*-Custodian of Personal Identifiable Information (PII) language.* The new WisVote policy reinforces the concept that users of the WisVote system are the custodians of PII for voters in their jurisdiction. The policy explains that as the custodians of PII users of WisVote have a duty to operate election systems in a secure way by maintaining minimum system requirements, protecting their passwords, and utilizing other security best practices.

*-Minimum hardware and operating system requirements.* The new policy requires that WisVote users keep the device used to access WisVote updated with current operating systems and patches.

*-Requirement to report security issues and incidents.* Users of WisVote will be required to report any election related security issues or incidents to the WEC and appropriate law enforcement. If a WisVote user becomes aware of an issue or incident that could impact the WisVote system or voter data, they will be required to follow the WEC prescribed communications protocol in order to mitigate and/or remedy the issue.

*-Authorization to conduct RVA and other assessments.* Language that allows the WEC and other government partners such as DHS and DET to conduct system testing and assessments is included in the new policy. This will allow WEC to arrange assessments, like the DHS phishing assessment, without having to get special authorization from each WisVote user every time there is a test or assessment.

#### **4) System Testing**

The WEC has been continuing to work directly with DET and DHS to arrange and plan for a Risk Vulnerability Assessment (RVA). An RVA conducted by DHS is a two-week testing campaign in which DHS cyber security specialists simulate hacking attempts on election systems from both outside and inside the state network to identify vulnerabilities. DHS will then present the WEC with

a report that outlines any vulnerabilities identified and suggestions for how those vulnerabilities can be remedied. Planning for the RVA involves reviewing and entering into a DHS Rules of Engagement (ROE) document that outlines specifics about agency and state enterprise structure. WEC has been working directly with DET to complete the ROE document. DET involvement in scheduling and planning for the DHS assessment is crucial. In order to test for vulnerabilities in WEC systems and applications, DHS will need access to DET firewalls and other protections.

There is also a second piece of the DHS RVA that involves a phishing campaign where DHS will send simulated malicious emails to users of state elections applications. The phishing assessment will then track the activity of the email recipients and then provide WEC with a report on that activity. Based on the report, the WEC can then tailor any training for WisVote users to better educate system users. It is expected that the DHS assessments will be conducted in May or June of 2018.

## **5) Response and Communications Planning**

Finally, the WEC is in the process of continuing to implement the remaining items on the 2018 Wisconsin Elections Security Report. A draft of the planning and preparation section of the document was submitted to the Commission in December 2018. WEC staff continues to build on that section of the report as new information and resources become available. WEC staff is also working on the response and communications section of the report by utilizing newly available resources from national partners as outlined above. In addition to utilizing national resources, the WEC is also developing Wisconsin specific election security response plans for municipal and county clerks.

The response planning portion of the final report will outline possible elections and cyber security scenarios for county and municipal clerks. Scenarios will include potential incidents like the breach of a user password allowing for unauthorized access to municipal voter lists, mitigating and responding to a malware attack such as ransomware, and attempted physical tampering with voting equipment. The WEC will then develop response and communication plans and will assign each possible scenario to a response and communication plan that the clerk can reference in the event of such an incident. The response plans will include step by step guides, outline roles and responsibilities, and provide contacts for handling each scenario. The communication plans will include a protocol for communicating such incidents to make sure that all necessary parties, such as law enforcement, DHS, WEC and others are notified and involved in responding where appropriate.





Return form to:

Wisconsin Elections Commission  
[elections@wi.gov](mailto:elections@wi.gov)  
Help Desk: 608-261-2028  
Fax: 608-267-0500

## WisVote Confidentiality Agreement (2/16/2018 Draft)

### **AGREEMENT PURPOSE AND COVERED USERS:**

The purpose of the agreement is: (1) to inform all users of their responsibilities with respect to the information they encounter while performing duties related to the WisVote system and (2) to ensure that users understand and acknowledge these responsibilities. Users include, and are not limited to, those working as consultants, contractors, permanent or temporary staff employees, interns, or individuals under some other arrangement for the Wisconsin Elections Commission (WEC); Division of Enterprise Technology (DET) or other parts of the Department of Administration (DOA); Department of Health and Family Services (DHFS); Department of Transportation (DOT); or Department of Corrections (DOC); local elections officials; and any individual assisting a government agency with administering elections. All users may be asked to re-sign the agreement periodically.

### **COVERED DATA AND INFORMATION:**

As a WisVote user, you are being entrusted with access to the sensitive personal information of electors. Wisconsin law prohibits unauthorized disclosure of certain information, including dates of birth, operators' license numbers, social security numbers, confidential elector addresses, and indications of accommodations to vote. See Wis. Stat. § 6.36(1)(b)(1). It is your responsibility to be familiar with laws governing handling and disclosure of sensitive information and to take appropriate actions to safeguard this data. The unauthorized disclosure or use of sensitive personal information may result in serious criminal or civil penalties. See Wis. Stat. § 12.60(1)(a-b); Wis. Stat. § 943.201(2); and/or 18 U.S.C. § 2724.

While performing tasks on the WisVote system, you must exercise reasonable care not to access or disclose any information on the WisVote system unless it directly relates to the administration of elections, prescribed in your official duties, or as otherwise prescribed by law. This agreement covers electronic data, as well as hard copies printed from WisVote. Your ability to access or view hard copies of printed information from WisVote does not grant you the authority to disclose it.

### **SYSTEM VULNERABILITIES:**

In the course of performing job duties, if you encounter system vulnerabilities, such as the specifics of a system break-in or security exposure, you must immediately inform the Wisconsin Elections Commission's Help Desk (608-261-2028 or [elections@wi.gov](mailto:elections@wi.gov)) and your supervisor of such vulnerabilities, and you should not disclose them further without approval. This restriction is intended to reduce the risk that such vulnerabilities will be exploited.

### **ACCESS AUDIT:**

WisVote users are advised that access to information residing on computer or network equipment used to support the WisVote system may be logged and the logs reviewed for appropriateness. Access logging and review are routine for staff granted broad access authority because of their work duties, such as system administrators, and may also be used for end users. Access logging may be initiated under other circumstances including random access-control audits.

### **ACKNOWLEDGEMENT:**

I will use any information access privilege(s) granted to me in the course of performing duties on the WisVote system only in the performance of my assigned job duties. I understand that information and data I encounter in all cases should be protected and I will use reasonable care not to disclose confidential information.

I recognize there will be consequences for any unauthorized use of federal, state, and local data. I will comply with all applicable laws, rules, and policies to this effect. I understand it is my responsibility to protect my User ID and Password from use by others. I understand that the Wisconsin Elections Commission reserves the right to rescind any privileges or capabilities at any time. I further understand that any violation of this agreement may be a violation of work rules and may result in discipline including termination, fines, and possible criminal charges.

I understand that, under Wisconsin's Uniform Electronic Transactions Act, my signature, even if in electronic form, has full legal effect. See Wis. Stat. § 137.15. I understand and agree that typing my name or clicking "I agree" has the same legal effect as if I have physically signed the agreement. I have read this agreement and am signing it voluntarily.

\_\_\_\_\_  
Printed Name of WisVote User

\_\_\_\_\_  
Signature of WisVote User

\_\_\_\_\_  
Name of Agency/Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Supervisor??

\_\_\_\_\_  
Date



Return form to:

Wisconsin Elections Commission

[elections@wi.gov](mailto:elections@wi.gov)

Help Desk: 608-261-2028

Fax: 608-267-0500

## WisVote User Agreement (2/16/18 - DRAFT)

### **PURPOSE AND SCOPE:**

WisVote is a web-based election administration system designed to assist election officials in various election-related tasks including, and not limited to, voter registration, ballot access, absentee and provisional ballot tracking, establishment of polling places, training, etc. WisVote is the successor to Wisconsin's former Statewide Voter Registration System (SVRS) and is maintained by the Wisconsin Elections Commission (WEC) in compliance with the federal Help America Vote Act of 2002 (HAVA) and Wisconsin law authorizing an electronic voter registration list, Wis. Stat. § 6.36.

Access to WisVote will assist you in administering elections that are fair, free, and efficient. With this access comes important responsibilities including the maintenance of accurate data and the safeguarding of sensitive, personally identifiable information (PII) of countless electors. Sensitive PII is defined as information that identifies an individual or information about an individual, that if lost, compromised, or disclosed without authorization, could result in substantial harm, embarrassment, or inconvenience to an individual. Under Wisconsin election law, Wis. Stat. § 6.36(1)(b)(1), PII includes:

- Social Security Numbers
- Dates of Birth
- Operators' License Numbers
- Confidential Elector Addresses
- Indications of Accommodations to Vote

In exchange for access to WisVote, you agree to be legally bound by the terms, provisions, and confidential requirements set forth in this User Agreement, the WisVote Confidentiality Agreement, and all applicable federal and state laws. You also agree to comply with all ongoing directives and recommendations from the Wisconsin Elections Commission aimed at improving the security and integrity of the WisVote system with respect to hardware, software, and operating system requirements, password/account management changes, and security training. This agreement applies to any person who accesses WisVote and any associated equipment that is used to manage, access, and/or monitor the WisVote system. All WisVote users must agree to the terms of this policy and sign it to obtain and/or maintain access to the system.

### **INDIVIDUAL RESPONSIBILITIES:**

An individual accessing the WisVote system must comply with the following standards and provisions:

- WisVote shall be used only for tasks directly related to the administration of elections.
- Users will successfully complete all required WEC computer security training and follow outlined best practices.
- Users may access, use, or disclose electors' sensitive personal identifying information, only when necessary, and only as it relates to the administration of elections, prescribed in the user's official duties, or as otherwise prescribed by law.
- Users may NOT display or provide electors' sensitive personal identifying information to unauthorized persons.
- Users are strictly prohibited from sharing WisVote accounts, sharing passwords, and multi-factor-authentication credentials.
- Each user is required to secure and maintain his/her own WisVote account.
- Users will notify the WEC Help Desk when they are leaving employment or are no longer responsible for working in WisVote to deactivate their account as soon as possible to ensure that only active, authorized users have access to the system.

- Users will only access WisVote using systems where reasonable security safeguards are in place, have been taken, including:
  - running an operating system that receives regular security updates from the manufacturer (operating systems no longer supported by the manufacturer, such as Windows XP, should not be used);
  - regularly updating the operating system, browser(s), and other applications, as necessary; and
  - installing an anti-virus scanner that receives regular updates and runs regular scans.
- User agrees NOT to access WisVote using a device that the user believes has been compromised by a virus.
- Users agrees to contact the WEC's Help Desk if the WisVote system becomes erratic, or if it appears the system has been tampered with, or the user's local virus protection software identifies an infection. Degraded system performance or erratic behavior may indicate the presence of a virus.

**INCIDENT NOTIFICATION:**

User agrees to take all appropriate action, whether by instruction, agreement, or otherwise, to ensure the protection, confidentiality, and security of the information and associated automated systems. User agrees to immediately report all violations or suspected violations of information security to the Wisconsin Elections Commission's Help Desk (608-261-2028 or [elections@wi.gov](mailto:elections@wi.gov)), and, when applicable, to his/her employment supervisor.

User additionally agrees to contact the Wisconsin Election Commission's Help Desk if, for any reason, the user is unable to fully comply with any of the conditions outlined in this User Agreement.

**ACKNOWLEDGEMENT:**

I certify that I have reviewed, understand, and agree to abide by the User Agreement set forth above. I further agree to treat all personal identifying information as sensitive and will not disclose any unless otherwise expressly permitted by statute. Failing to comply with this agreement may result in the user's loss of access to the WisVote system, and may result in disciplinary action, and civil or criminal liability, or both under applicable provisions of federal and state laws.

I understand that, under Wisconsin's Uniform Electronic Transactions Act, my signature, even if in electronic form, has full legal effect. See Wis. Stat. § 137.15. I understand and agree that typing my name or clicking "I agree" has the same legal effect as if I have physically signed the agreement. I have read this agreement and am signing it voluntarily.

\_\_\_\_\_  
Printed Name of WisVote User

\_\_\_\_\_  
Signature of WisVote User

\_\_\_\_\_  
Name of Agency/Organization

\_\_\_\_\_  
Date

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## MEMORANDUM

**DATE:** For the March 13, 2018 Special Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared and Presented by:  
Michael Haas  
Legal Counsel

**SUBJECT:** Appointment of State Representative to U.S. EAC Standards Board

### **Background**

The Help America Vote Act of 2002 (HAVA) establishes a Standards Board attached to the U.S. Election Assistance Commission (EAC), consisting of a state election official and a local election official from each state, the District of Columbia and the four Territories of American Samoa, Guam, Puerto Rico and the U.S. Virgin Islands. 42 USC 15341 et seq. Members of the Standards Board review the proposed voluntary voting systems guidelines established by HAVA, the voluntary guidance provided by the U.S. Elections Assistance Commission (EAC) under HAVA Title III and the best practices recommendations provided by the EAC. The Standards Board typically meets once per year. Its scheduled meeting in late January was postponed due to the brief federal government shutdown and has been rescheduled to late April.

Under HAVA, the state election official is selected by the chief State election official of each state. Under the Statutes governing the Government Accountability Board, the Elections Division Administrator, in consultation with the Board, appointed the state election official to serve on the Standards Board. In March 2015, the Government Accountability Board, based on the recommendation of the Director and General Counsel, approved the appointment of the Elections Division Administrator to serve as the state election official on the Standards Board. When the Elections Commission came into existence, the Administrator continued to serve as Wisconsin's state representative to the Standards Board.

Wis. Stat. §5.055 states that the commission administrator "shall, in consultation with the commission, appoint an individual to represent this state as a member of the federal election assistance commission standards board." Given the change in the Administrator position, it is appropriate for the

Administrator to consult with the Commission and formalize the appointment of the state representative to the EAC Standards Board. The Standards Board requires formal notice of any change in a state's representatives to the Board.

Based upon the business of the Standards Board and the Administrator's role as the state's chief election official, staff recommends that the Commission Administrator continue to serve as Wisconsin's state representative to the Standards Board. In the event that the Administrator cannot attend a meeting of the Standards Board, the Administrator can designate another staff member to attend, although that individual may not vote on items considered by the Board.

HAVA also provides that the local election officials in each state shall select a local election official under a process supervised by the chief State election official. Wisconsin law provides that the Commission Administrator shall conduct and supervise a process for the selection of an election official by county and municipal clerks and boards of election commissioners to represent local election officials as a member of the Standards Board. Wis. Stat. § 5.055. As a result of a process supervised by the G.A.B., Barb Goeckner currently serves as Wisconsin's local election representative to the Standards Board for a four-year term which ends at the end of 2019.

**Recommended Motion:**

The Commission ratifies the appointment of Administrator Meagan Wolfe to serve as the State of Wisconsin's representative to the U.S. EAC Standards Board, and directs staff to notify the EAC of the appointment.

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## MEMORANDUM

**DATE:** For the March 13, 2018 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared and Presented by:  
Nathan W. Judnic  
Legal Counsel

**SUBJECT:** Report of Suspected Election Fraud, Irregularities or Violations

Wis. Stat. § 7.15(1)(g) requires municipal clerks to “report suspected elections frauds, irregularities, or violations of which the clerk has knowledge to the district attorney for the county where the suspected activity occurs and to the commission.” The Commission is then required to “annually report the information obtained ... to the legislature under s. 13.172(2).” Wis. Stat. § 13.172(2) directs state agencies to submit reports to the chief clerks of each house of the Legislature who in turn publish notice of the report in the journals of the respective houses and then distribute the report to members of the Legislature upon request.

Municipal clerks typically provide reports of suspected election fraud or irregularities to the Commission by email or letter, and in most cases the report is a copy of the referral they have made to the District Attorney under Wis. Stat. § 7.15(1)(g). Attached to this memorandum is the proposed cover letter and report to be submitted to the Legislature which summarizes the information received from local election officials. This report is limited in that it only reports District Attorney referrals made by municipal clerks that the Commission has been made aware of. It is possible that other suspected election frauds, irregularities or violations have been referred without the Commission’s knowledge. It is also possible that citizens or organizations may have filed complaints directly with a District Attorney which the Commission has no way of knowing or tracking.

At the Commission’s March 2017 meeting, the Commission directed staff to schedule this report to be submitted for review in the spring of each year. The timeframe for this report is February 16, 2017 through February 15, 2018. There were no regularly scheduled elections in the Fall of 2017.

The report provides the Legislature with four key pieces of information: timeframe of the report, date on which the Commission received information from the municipal clerk about the referral, the county

in which the referral was made and a brief description of the suspected election fraud, irregularity or violation. Where the referral was specific, or contained multiple instances of the same type of activity that was referred, the report notes the multiple activity referred in parentheses.

For most types of referrals, the Commission has no information about whether the District Attorney found enough evidence to file charges or whether any charges resulted in a conviction.

**Recommended 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).

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

March XX, 2018

Sent Via Email Only

Patrick E. Fuller  
State Assembly Chief Clerk  
17 W. Main St., Room 401  
Madison, WI 53703  
[Patrick.Fuller@legis.wisconsin.gov](mailto:Patrick.Fuller@legis.wisconsin.gov)

Jeff Renk  
State Senate Chief Clerk  
P.O. Box 7882  
Madison, WI 53707  
[Jeff.Renk@legis.wisconsin.gov](mailto:Jeff.Renk@legis.wisconsin.gov)

**Re: Submission of Report to Legislature – Report of Suspected Election Fraud,  
Irregularities or Violations pursuant to Wis. Stat. § 7.15(1)(g)**

Chief Clerks Fuller and Renk:

Enclosed please find the Wisconsin Election Commission's report to the Legislature of suspected election fraud, irregularities or violations as reported to the Commission by municipal clerks pursuant to Wis. Stat. § 7.15(1)(g). This report is submitted to your offices pursuant to Wis. Stat. § 13.172(2), and notice of this report is to be included in the journals of each respective house, with distribution of the report to members of the Legislature upon request.

Report Notes

The report provides the Legislature with four key pieces of information: timeframe of the report, date on which the Commission received information from the municipal clerk about the referral, the county in which the referral was made and a brief description of the suspected election fraud, irregularity or violation. Where the referral was specific, or contained multiple instances of the same type of activity that was referred, the report notes the multiple activity referred in parentheses.

This report includes notices of referrals received February 16, 2017 through February 15, 2018 and is limited in that it only reports referrals to District Attorneys made by municipal clerks that the Commission has been made aware of, and it is possible that other suspected election frauds, irregularities or violations have been referred without the Commission's knowledge. It is also possible that citizens or organizations have filed complaints directly with a District Attorney which the Commission has no way of knowing or tracking. For most types of referrals, the Commission has no

information about whether the District Attorney found enough evidence to file charges or whether any charges resulted in a conviction.

If you have any questions regarding this report, please contact the Elections Helpdesk at 608-261-2028 or [elections@wi.gov](mailto:elections@wi.gov).

Sincerely,

**WISCONSIN ELECTIONS COMMISSION**

A handwritten signature in black ink that reads "Mark Thomsen". The signature is written in a cursive, flowing style.

Mark Thomsen  
Commission Chair

Cc: Wisconsin Elections Commission

Enclosure

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## Report of Suspected Election Fraud, Irregularities or Violations

Pursuant to the requirement contained in Wis. Stat. § 7.15(1)(g), the Wisconsin Elections Commission (WEC) submits to the Wisconsin Legislature the following report of “suspected election fraud, irregularities or violations” based on information submitted to the WEC by municipal clerks. This report is submitted to the chief clerks of each house of the Legislature per Wis. Stat. § 13.172(2).

The timeframe for this report is information the WEC received from February 16, 2017 through February 15, 2018. Please see the transmittal letter to the chief clerks which accompanies this report that describes the contents and limitations of this report.

<b>Date</b>	<b>County</b>	<b>Suspected Election Fraud, Irregularity or Violation</b>	<b>Related Election</b>
4/20/17	Oneida	Intentionally registering and voting in wrong municipality	2017 Spring Election
6/1/17	Washington	Election day registration postcards returned as undeliverable (3 voters)	2016 General Election
6/2/17	Sawyer	Voting twice in same election, two different municipalities	2016 General Election
6/26/17	St. Croix	Voter qualifications – U.S. Citizenship	Unknown
10/5/17	Vilas	Voting twice in same election (absentee and at polls)	2016 General Election



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

---

**DATE:** For the March 13, 2018 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared by:  
Reid Magney  
Public Information Officer

**SUBJECT:** 2017 Annual Report

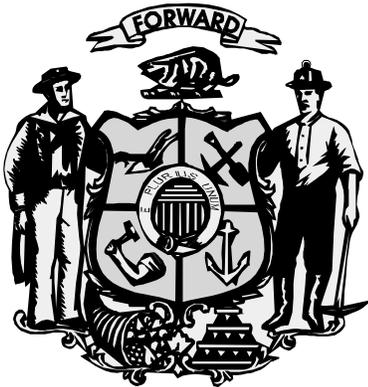
The Wisconsin Elections Commission is pleased to submit its 2017 annual report to the Governor and the chief clerk of each house of the legislature, in accordance with Wis. Stat. §§ 15.04(1)(d) and 5.05(5e). This report provides information on the performance and operations of the Commission during its first fiscal year of existence, from July 1, 2016 to June 30, 2017, as well as projects, goals, and objectives as developed for the agency budget. This report also includes information required specifically of the Elections Commission, as well as information provided at the Commission's discretion. Finally, the report also includes information on matters within the Commission's jurisdiction and recommendations for legislation.

## **Recommended Motion:**

Approve submission of the Wisconsin Elections Commission's 2017 Annual Report to the Governor and the Legislature.



2017  
Annual Report  
of the  
**Wisconsin  
Elections  
Commission**



**Wisconsin Elections Commission**

212 East Washington Avenue  
Third Floor  
P.O. Box 7984  
Madison, WI 53701-7984

Phone: 608-266-8005  
Fax: 608-267-0500  
E-mail: [elections@wi.gov](mailto:elections@wi.gov)  
Website: <http://elections.wi.gov>

**Performance Report**



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

---

**DATE:** March 13, 2018

**TO:** The Honorable Scott Walker, Governor of Wisconsin

**CC:** Chief Clerk, Wisconsin State Senate  
Chief Clerk, Wisconsin State Assembly

**FROM:** Wisconsin Elections Commission

**SUBJECT:** 2017 Annual Report

## **A. Introduction**

The Wisconsin Elections Commission is pleased to submit its 2017 annual report to the Governor and the chief clerk of each house of the legislature, in accordance with Wis. Stat. §§ [15.04\(1\)\(d\)](#) and [5.05\(5e\)](#). This report provides information on the performance and operations of the Commission during its first fiscal year of existence, as well as projects, goals, and objectives as developed for the agency budget. This report also includes information required specifically of the Elections Commission, as well as information provided at the Commission's discretion. Finally, the report also includes information on matters within the Commission's jurisdiction and recommendations for legislation.

## **B. Information All Agencies Are Required to Report under [Wis. Stat. §15.04\(1\)\(d\)](#)**

### Mission

The mission of the Commission is to enhance representative democracy by ensuring the integrity of Wisconsin's electoral process through the administration of Wisconsin's elections laws and the dissemination of information, guidance and services to local election officials, candidates, policymakers, voters and the public, utilizing both staff expertise and technology solutions.

### Agency Description

The Elections Commission is comprised of six members, who serve five-year terms. One member is appointed by the senate majority leader; one appointed by the senate minority leader; one appointed by the speaker of the assembly; one appointed by the assembly minority leader; and two are members who formerly served as county or municipal clerks and who are nominated by the governor with the advice and consent of a majority of the members of the senate. A detailed description of the appointment of Commissioners is provided in Wis. Stat. §15.61. The transition plan from the Government Accountability Board to the Elections Commission put forth by the

Department of Administration established a rotational term schedule of the Commissioners. The Commission elects a chair and vice-chair from its members by a majority vote.

The Commission Administrator serves as the agency head and the chief election officer of the state. The Commission staff is required to be non-partisan. The agency has a staff of 9.75 GPR and 22.00 PRF full-time employees. The 22 federally-funded permanent positions were approved in the 2015-17 biennial budget. Sixteen of the 22 federal positions were converted to permanent GPR positions in the 2017-2019 Biennial Budget.

The Commission administers and enforces Wisconsin law pertaining to elections (Wisconsin Chapters 5 to 10 and 12). Commission activities fit into four general functions: general administration; education, training and assistance to local election officials, candidates, and officeholders; voter education and outreach; and complaint resolution. Within these functional areas, the Commission implements legislative changes and initiatives, develops policy, issues formal opinions and guidance, promulgates administrative rules, prescribes procedures and forms, carries out investigations, responds to inquiries from local election officials, candidates and the public, and completes related activities.

The Commission's four functional activities are further described below:

### *1. Election Administration*

The agency ensures compliance with federal and state election laws. Commission staff evaluates nomination papers and other documents to recommend to the Commission as to whether state and federal candidates qualify for ballot access. Agency staff completes testing of electronic voting systems and makes recommendations regarding Commission approval of such systems, conducts accessibility audits of polling places, and certifies state and federal election results in Wisconsin. Commission staff also develops and maintains the statewide voter registration system (WisVote) as well as other election management IT systems and applications. Staff also prepares reports and documentation to assist the Commission in making decisions related to election administration at its regular meetings, and works with the Legislature in its development of election-related legislation.

### *2. Support for Local Election Officials*

Elections in Wisconsin are conducted by 1,925 local clerks at the town, village, city and county levels. Commission staff provides education, training, and administrative and technical support to local election officials, on both a cyclical and daily basis. Courses and classes for election officials on both election administration responsibilities and tasks involving the statewide voter registration system are available on the Internet through an extensive webinar series. The agency also offers in-person presentations to various professional associations and other groups. The agency prepares detailed manuals to assist local election officials in carrying out their election-related responsibilities. Ongoing support to local clerks includes review of ballot formats, providing election forms, and answering inquiries regarding voting equipment and election procedures, as well as completing tasks in WisVote such as printing poll books, tracking ballot issuance and voter participation, updating voter registration records; maintaining candidate lists and polling place locations, and producing various reports for clerks. Local election officials rely on the WisVote

application and agency staff support to conduct all federal, state and local elections. In 2017, agency staff began development of an electronic poll book system to be tested during the Spring 2018 elections and made available to all clerks who wish to adopt them for Fall 2018 elections.

### *3. Voter Information and Service*

Agency staff conducts extensive voter outreach regarding election procedures, voter registration and voting requirements. Agency staff maintains and updates the MyVote Wisconsin website (<https://myvote.wi.gov>), which is linked to the agency website (<http://elections.wi.gov>), which enables voters to check their voter registration status, and locate polling place and ballot information. Data available on the MyVote Wisconsin site is drawn from the statewide voter registration system, WisVote. On January 9, 2017, online voter registration as authorized by 2015 Wisconsin Act 261 became available on MyVote. Voters who do not possess a Wisconsin driver license or state ID card are able to complete and print a voter registration application and mail it to their municipal clerk. The information completed by the voter is saved in the WisVote system to expedite the voter's registration. The site also provides a secure method for military and overseas voters to apply for an absentee ballot and have it delivered to them electronically. Additional resources are available to voters and the public on the agency's website. The agency also assists members of the public with obtaining valid photo identification for voting. Finally, electors can learn about Wisconsin's voter photo ID law requirement at the Bring It to the Ballot website (<https://bringit.wi.gov>).

### *4. Voter and Election Data*

Through maintenance of WisVote, the agency's Election Data Collection System and the Canvass Reporting System, agency staff collects and analyzes election data, and compiles information for required reports to the federal government and state policymakers. Agency staff also makes the data available to the general public and research organizations through its BADGER Voters website as well as on the agency's main website. Agency staff creates reports to comply with federal statutes and federal grant requirements.

## Programs, Goals, Objectives and Activities

### *Program 1: Administration of Elections*

Goal: Ensure open, fair and transparent elections, by cultivating public confidence in the integrity of the electoral process.

Objective/Activity: Administer state-level election responsibilities and provide educational, training and customer service resources to local elections officials, candidates, voters and the general public.

Performance Measures, Goals, and Performance

<b>Prog. No.</b>	<b>Performance Measure</b>	<b>Goal 2015</b>	<b>Actual 2015</b>	<b>Goal 2016</b>	<b>Actual 2016</b>
1.	Monitor the number of contacts the public makes to WEC	750,000	974,729	750,000	1,227,783
1.	Monitor public satisfaction with agency and local election officials through the agency's complaint system.	550	139	250	215
1.	Maintain data and records on the number of educational outreach activities, training and technical assistance provided to local elections partners and the general public.	90	116	75	127

The Wisconsin Elections Commission was required to report on goals established by the G.A.B. for fiscal years 2015 and 2016 as a part of its budget request. The table below includes the new performance measures established by the Wisconsin Elections Commission that were used beginning with fiscal year 2017 and moving forward.

<b>Prog. No.</b>	<b>Performance Measure</b>	<b>Goal FY 2017</b>	<b>Actual 2017</b>	<b>Goal FY 2018</b>	<b>Goal FY 2019</b>
1.	Monitor the number of contacts the public makes to WEC.	1,300,000		1,300,000	1,300,000
1.	Monitor public satisfaction with agency and local election officials through the agency's complaint system.	225		175	200
1.	Maintain data and records on the number of educational outreach activities, training and technical assistance provided to local elections partners and the general public.	130		130	130

### Statutory Duties of the Elections Commission and the Agency's Compliance

The table in appendix A outlines the statutory duties of the Wisconsin Elections Commission, as well as provides a summary of the agency's compliance with those requirements or any unresolved issues related to those duties.

A summary of significant achievements and tasks completed by the staff of the Wisconsin Elections Commission from July 1, 2016 to June 30, 2017 is attached in appendix B.

### **C. Information the Elections Commission is required to Report under [Wis. Stat. § 5.05\(5e\)](#)**

#### Names and Duties of All Individuals Employed by the Commission

Wisconsin Elections Commission staff members are required to be non-partisan, in accordance with [Wis. Stat. §5.05\(4\)](#).

##### *Administrator – Michael Haas*

Under the general policy direction of the Elections Commission, the Administrator is responsible for providing the administrative leadership and support necessary to enable the commission to carry out its statutory functions with respect to the administration and enforcement of election laws. The duties and responsibilities of this position are diverse in nature and include such activities as implementation of Commission policies and directives; law and rule interpretations; program planning; staff supervision; public and legislative contacts; and the development and improvement of record keeping and procedural systems.

The Administrator serves as a representative of the Commission and provides administrative leadership and support to the Commission in such areas as processing of complaints; development of formal and informal opinions; administrative rule development; drafting and review of proposed legislation; implementation of federal and state legislation and court rulings; data collection, analysis and dissemination; identification of problems which may require investigation or interpretation; preparation of special reports; administration of contracts and federal grants; preparation for Commission meetings; and any other areas the Commission may assign.

Please see appendix C for a full list of the Administrator's duties.

##### *Assistant Administrator – Meagan McCord Wolfe*

Under the general supervision the Administrator, the Assistant Administrator provides an array of executive-level policy, administrative and professional services for the Wisconsin Elections Commission and to the Administrator. This position serves as the second-in-command in the absence of the Administrator. This position develops policy and procedures, and goals and objectives for information technology support for the agency. This position supervises personnel responsible for information technology and related functions and manages the coordination and

portfolios of outsourced information technology services with vendor partners. This position develops policy and procedures, sets goals and performance objectives, and develops and implements program assessment tools for the Commission staff. Ms. Wolfe was appointed to this new position in April 2017.

*Legal Counsel – Nathan Judnic*

Under the general supervision of the Administrator of the Wisconsin Elections Commission, this position is responsible for providing legal advice to the Commission and its staff on the application of election administration laws to the Commission and its staff. This position is responsible for preparing legal opinions, enforcement orders, and administrative rules to implement agency policy and authority.

*Elections Supervisor – Ross Hein and Richard Rydecki*

Under general supervision of the Administrator, the Elections Supervisor provides an array of executive-level policy, administrative and professional services for the Wisconsin Elections Commission and the Administrator. During this fiscal year, the Elections Supervisor oversaw personnel responsible for information technology and related functions and manages the coordination and portfolios of outsourced information technology services with vendor partners. After Mr. Hein accepted a position at the Department of Workforce Development, the Elections Supervisor position became responsible for overseeing the election administration and training staff. This position now develops and coordinates policies and procedures, sets goals and performance objectives, and develops and implements program assessment tools for the election administration staff, and is held by Richard Rydecki.

*Chief Administrative Officer – Sharrie Hauge*

Under the general supervision of the Administrator, this position is responsible for the development and implementation of the biennial and annual operating budgets, manages financial and office operations, procurement, facilities management, human resources, the agency's Help Desk, Continuity of Operations and Continuity of Government Planning (COOP/COG), coordinates federal grant programs; and prepares special reports and analyses for the Administrator.

*Webmaster/Public Information Officer – Reid Magney*

Under the general supervision of the Administrator, this position provides a wide variety of support for Commission operations. This position serves as the agency's webmaster, media spokesperson and public records officer. This position also provides confidential support services to the Commission, including taking meeting minutes and planning meetings.

*Training Coordinator – Allison Coakley*

Under the supervision of the Elections Supervisor, the Training Coordinator is responsible for creating and managing the Elections Commission's training program for local election officials. This position coordinates the preparation of training materials and events, including Manual

updates, written communications, webinars, and in-person presentations. This position also monitors local election officials' compliance with training requirements.

#### *Elections Specialists — multiple incumbents*

Seven positions under the Elections Commission were classified as Elections Specialists during this fiscal year. Elections Specialists' responsibilities are mostly related to election administration. Staff in this classification during this fiscal year were: Diane Lowe, Lead Elections Specialist; Meagan Wolfe, Voter Services Elections Specialist; Richard Rydecki, Accessibility and Electronic Voting Equipment Elections Specialist; Jennifer Webb, Elections Specialist; and Robert A. Williams, Elections Specialist. There were five vacant Elections Specialist positions at the end of the fiscal year.

Under the general supervision of the Administrator (and now the Elections Supervisor), these positions provide operational execution of the Wisconsin Elections Commission's statutory responsibilities and ensure compliance with Wisconsin's elections laws. The individuals in these positions must be able to respond to questions involving complex application of statutes and administrative code and assist local election officials. The individuals in these positions conduct policy and legal analysis related to the administration of Wisconsin's elections laws and review applicable court decisions for potential impact on the Commission's responsibilities. These positions report to the Administrator and the Commissioners regularly about the success of programs, policies and procedures, and develop and implement more effective, efficient ways to achieve program goals.

#### *WisVote Specialists — multiple incumbents*

Eleven positions under the Elections Commission were classified as WisVote Specialists or had responsibilities for supporting Wisconsin's statewide voter registration system, known as WisVote. This support includes IT development and WisVote user support and training to local election officials who use the system. Staff in this category during the fiscal year included Sarah Whitt, IT Lead; Ann Oberle, UAT Lead; Christopher Doffing, Juanita Borton and Michael Nelson, Training Officers; Patrick Brennan, Tony Bridges, Gregory Grube, Jodi Kitts, Sara K. Linski, and Mai Choua Thao, WisVote Elections Specialists.

#### *Help Desk Support — multiple incumbents*

Two positions under the Elections Commission are classified as Help Desk support positions. Under the supervision of the Assistant Administrator, these positions provide a wide variety of technical services to the Commission and its staff and to local election officials and the public. Staff in this category are Steve Rossman, Help Desk Lead, and John Hoeth, Help Desk Support.

#### *Office Operations Associates — multiple incumbents*

Three positions under the Elections Commission are classified as Office Operations Associate positions. Under the supervision of the Chief Administrative Officer, these positions provide

operational support by staffing the front desk, answering telephones, and providing additional support. Staff in this category were Tiffany Schwoerer, Marni Martinson and Jennifer Johnson.

*Accountant – Gamze Ligler*

Under the general supervision of the Chief Administrative Officer, this position creates and maintains the financial statements and general ledger through the use of the Statewide PeopleSoft STAR ERP system, manages expenditures to biennial and annual operating budgets, manages GPR and Federal Grants reporting, implements procurement activities and prepares financial reporting and audits.

*Paralegal – Vacant*

The Wisconsin Elections Commission was authorized during the fiscal year to employ a Paralegal to support the Legal Counsel in promulgation of administrative rules and other legal duties. This position was not filled during the fiscal year due to the priority of election preparations and a request of the Department of Administration to delay filling the position until finalization of the biennial budget, which ultimately eliminated the position.

**D. Summary of Determinations and Advisory Opinions Issued Under [Wis. Stat. § 5.05\(6a\)](#)**

The Elections Commission did not issue any formal or informal advisory opinions, nor did it authorize the Administrator or his designee to issue informal written advisory opinions or transmit an informal advisory opinion electronically on its behalf during its first year of operations beginning June 30, 2016.

**E. Summary of Investigations Conducted**

The Elections Commission did not authorize any investigations during its first year of operations.

**F. Recommendations for Legislation**

The Commission's Legislative Agenda, approval by the Commission at its March 14, 2017 meeting, is attached as appendix D.

# Appendix A

## Statutory Duties of the Wisconsin Elections Commission

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
General Statutory Authority	5.05(1)	The elections 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. Wis. Stat. § 5.05(1).
Administrative Rules	5.05(1)(f)	Promulgate 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 laws regulating campaign financing, or ensuring their proper administration. Wis. Stat. § 5.05(1)(f).
Investigations & Enforcement	5.05(2m)(a)	The commission shall investigate violations of laws administered by the commission. Wis. Stat. § 5.05(2m)(a).
Elections Commission Statutory Authority	5.05(2w)	The elections commission has the responsibility for the administration of chs. 5 to 10 and 12. Wis. Stat. § 5.05(2w).
Chief Election Officer	5.05(3g)	The commission administrator shall serve as the chief election officer of this state. Wis. Stat. § 5.05(3g).
Nonpartisan Employees	5.05(4)	All employees of the commission shall be nonpartisan. Wis. Stat. § 5.05(4).
Annual Report	5.05(5e)	The commission shall submit an annual report under s. 15.04(1) (d) and shall include in its annual report the names and duties of all individuals employed by the commission and a summary of its determinations and advisory opinions. Wis. Stat. § 5.05(5e).
Election Officials	5.05(7)	The commission shall conduct regular information and training meetings at various locations in the state for county and municipal clerks and other election officials. Wis. Stat. § 5.05(7).
Education & Information	5.05(10)	The commission shall adopt and modify as necessary a state plan that meets the requirements of P.L. 107-252 to enable participation by this state in federal financial assistance programs authorized under that law. Wis. Stat. § 5.05(10).
Education & Information	5.05(12)	The commission shall conduct an educational program for the purpose of educating electors who cast paper ballots, ballots that are counted at a central counting location, and absentee ballots of the effect of casting excess votes for a single office. Wis. Stat. § 5.05(12).
Education & Information	5.05(13)(a)	The commission shall maintain one or more toll-free telephone lines for electors to report possible voting fraud and voting rights violations, to obtain general election information, and to access information concerning their registration status, current polling place locations, and other information relevant to voting in elections. Wis. Stat. § 5.05(13)(a).
Overseas / Absent Military Voting	5.05(13)(c)	The commission shall maintain a free access system under which a military elector, as defined in s. 6.34 (1) (a), or an overseas elector, as defined in s. 6.34 (1) (b), who casts an absentee ballot may ascertain whether the ballot has been received by the appropriate municipal clerk. Wis. Stat. § 5.05(13)(c).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Overseas / Absent Military Voting	5.05(13)(d)	The commission shall designate and maintain at least one freely accessible means of electronic communication which shall be used for the following purposes: 1. To permit a military elector or an overseas elector to request a voter registration application or an application for an absentee ballot at any election at which the elector is qualified to vote in this state. 2. To permit a military elector or an overseas elector to designate whether the elector wishes to receive the applications electronically or by mail. 3. To permit a municipal clerk to transmit to a military elector or an overseas elector a registration application or absentee ballot application electronically or by mail, as directed by the elector together with related voting, balloting, and election information. Wis. Stat. § 5.05(13)(d).
Subscription Service	5.05(14)(b)	The commission shall establish a subscription service whereby a person may electronically access the absentee ballot information provided under s. 6.33(5)(a), including semiweekly updates of such information. Wis. Stat. § 5.05(14)(b).
Reporting	5.05(14)(c)	On election night the commission shall provide a link on its Internet site to the posting of each county's election returns on each county's Internet site. Wis. Stat. § 5.05(14)(c).
Registration	5.05(15)	The commission is responsible for the design and maintenance of the official registration list under s. 6.36. Wis. Stat. § 5.05(15).
Registration	5.05(15)	The commission shall require all municipalities to use the list in every election and may require any municipality to adhere to procedures established by the commission for proper maintenance of the list. Wis. Stat. § 5.05 (15).
Poll Lists	5.05(18)	The commission may facilitate the creation and maintenance of electronic poll lists for purposes of s. 6.79 including entering into contracts with vendors and establishing programs for development and testing. Wis. Stat. § 5.05(18).
Elections Division Administrator	5.055	The commission administrator shall, in consultation with the commission, appoint an individual to represent this state as a member of the federal election assistance commission standards board. Wis. Stat. § 5.055.
Elections Division Administrator	5.055	The administrator shall also conduct and supervise a process for the selection of an election official by county and municipal clerks and boards of election commissioners to represent local election officials of this state as a member of the federal election assistance commission standards board. Wis. Stat. § 5.055.
Elections Division Administrator	5.056	The commission administrator shall enter into the agreement with the secretary of transportation specified under s. 85.61 (1) to match personally identifiable information on the official registration list maintained by the commission under s. 6.36 (1) and the information specified in s. 6.34 (2m) with personally identifiable information maintained by the department of transportation. Wis. Stat. § 5.056.

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Complaints	5.06	The commission may conduct a hearing on the matter in the manner prescribed for treatment of contested cases under ch. 227 if it believes such action to be appropriate. Wis. Stat. § 5.06(1).
HAVA Compliance	5.061	The commission shall make a final determination with respect to the merits of the complaint and issue a decision within 89 days of the time that the complaint or the earliest of any complaints was filed. Wis. Stat. § 5.061.
Voting Rights/Impediments	5.25(4)	The commission shall ensure that the voting system used at each polling place will permit all individuals with disabilities to vote without the need for assistance and with the same degree of privacy that is accorded to nondisabled electors voting at the same polling place. Wis. Stat. § 5.25(4).
Voting Rights/Impediments	5.25(4)(b)	In any jurisdiction that is subject to the requirement under 42 USC 1973aa-1a to provide voting materials in any language other than English, the commission shall ensure that the voting system used at each polling place in that jurisdiction is in compliance with 42 USC 1973aa-1a.
Voting Rights/Impediments	5.25(4)(d)	No later than June 30 of each odd-numbered year, the commission shall submit a report on impediments to voting faced by elderly and handicapped individuals to the appropriate standing committees of the legislature under s. 13.172(3). In preparing its report the commission shall consult with appropriate advocacy groups representing the elderly and handicapped populations. Wis. Stat. § 5.25(4)(d).
Voting Rights/Impediments	5.35(6)(a)4a.	The commission shall prescribe instructions for electors for whom proof of identification is required under s. 6.79 (2) or for whom proof of residence under s. 6.34 is required under s. 6.55 (2). Wis. Stat. § 5.35(6)(a)4a.
Voting Rights/Impediments	5.35(6)(a)4b.	The commission shall prescribe general information concerning voting rights under applicable state and federal laws, including the method of redress for any alleged violations of those rights. Wis. Stat. § 5.35(6)(a)4b.
Ballots	5.60(1)(b)	The elections commission shall certify the candidates' names and designate the official ballot arrangement for candidates for state superintendent, justice, court of appeals judge, circuit judge and for metropolitan sewerage commission commissioners elected under s. 200.09 (11) (am). Wis. Stat. § 5.60(1)(b).
Ballots	5.62(3)	The commission shall designate the official primary ballot arrangement for statewide offices and district attorney within each prosecutorial district by using the same procedure provided in s. 5.60 (1) (b). Wis. Stat. § 5.62(3).
Ballots	5.655(3)	The commission shall prescribe notices and instructions to be given to electors who use a consolidated ballot. Wis. Stat. § 5.655(3).
Ballots	5.72(2)	The commission shall review ballots and proof copies and shall notify the county and municipal clerk of any error as soon as possible but in no event later than 7 days after submission. Wis. Stat. § 5.72(2).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Electronic Voting Systems	5.87(2)	The commission shall, by rule, prescribe uniform standards for determining the validity of votes cast or attempted to be cast with each electronic voting system approved for use in this state under s. 5.91. Wis. Stat. § 5.87(2).
Electronic Voting Systems	5.905(2)	The commission shall determine which software components of an electronic voting system it considers to be necessary to enable review and verification of the accuracy of the automatic tabulating equipment used to record and tally the votes cast with the system. Wis. Stat. § 5.905(2).
Electronic Voting Systems	5.905(2)	The commission shall require each vendor of an electronic voting system that is approved under s. 5.91 to place those software components in escrow with the commission within 90 days of the date of approval of the system and within 10 days of the date of any subsequent change in the components. Wis. Stat. § 5.905(2).
Electronic Voting Systems	5.905(2)	The commission shall secure and maintain those software components in strict confidence except as authorized in this section. Wis. Stat. § 5.905(2).
Electronic Voting Systems	5.905(3)	The commission shall promulgate rules to ensure the security, review and verification of software components used with each electronic voting system approved by the commission. Wis. Stat. § 5.905(3).
Electronic Voting Systems	5.91(intro)	The commission shall certify any ballot, voting device, automatic tabulating equipment or related equipment and materials to be used in an electronic voting system. Wis. Stat. § 5.91(intro).
Electronic Voting Systems	5.93	The commission may promulgate reasonable rules for the administration of electronic voting systems. Wis. Stat. § 5.93.
Electronic Voting Systems	5.95	The commission shall prescribe information to electors in municipalities and counties using various types of electronic voting systems to be published in lieu of the information specified in s. 10.02 (3) in type B notices whenever the type B notice information is inapplicable. Wis. Stat. § 5.95.
Overseas / Absent Military Voting	6.06	The commission is the agency designated by the state of Wisconsin under 42 USC 1973ff-1 to provide information regarding voter registration and absentee balloting procedures to absent members of the uniformed services and overseas voters with respect to elections for national office. Wis. Stat. § 6.06.
Overseas / Absent Military Voting	6.22(4)(d)	For military absentee ballots, the commission shall prescribe the instructions for marking and returning ballots and the municipal clerk shall enclose instructions with each ballot, including supplemental instructions for local elections. Wis. Stat. § 6.22(4)(d).
Overseas / Absent Military Voting	6.24(3)	The commission shall design a form to ascertain the qualifications of overseas electors. The commission shall ensure that the form is substantially similar to the original form under s. 6.33 (1), insofar as applicable. Wis. Stat. § 6.24(3).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Overseas / Absent Military Voting	6.24(4)(d)	The commission shall prescribe a special certificate form for the envelope in which the absentee ballot for overseas electors is contained, which shall be substantially similar to the certificate used for absentee voters domiciled in Wisconsin as provided under s. 6.87(2). Wis. Stat. § 6.24(4)(d).
Overseas / Absent Military Voting	6.24(5)	The commission shall prescribe a special ballot for use by overseas/military voters whenever necessary, limited to national offices and designed to comply with the requirements under ss. 5.60(8), 5.62, and 5.64(1) insofar as applicable. Wis. Stat. § 6.24(5).
Overseas / Absent Military Voting	6.24(6)	For overseas ballots, the commission shall prescribe the instructions for marking and returning ballots and the municipal clerk shall enclose instructions with each ballot, including supplemental instructions for local elections. Wis. Stat. § 6.24(6).
Registration	6.275(2)	The commission shall publish registration and voting statistics on its website within 7 days of receipt from local election officials and update this information on a monthly basis. Wis. Stat. § 6.275(2).
Overseas / Absent Military Voting	6.276(2)	Within 30 days after each general election, each municipal clerk shall transmit to the commission a report of the number of absentee ballots transmitted to absent military and overseas electors and the combined number of those ballots that were cast by those electors in that election. Wis. Stat. § 6.276(2).
Overseas / Absent Military Voting	6.276(3)	Within 90 days after each general election, the commission shall compile the information contained in the municipal clerks' reports and transmit the information to the federal Election Assistance Commission. Wis. Stat. § 6.276(3).
Registration	6.29(2)(am)	The commission shall provide to each municipal clerk a list prepared for use at each municipal clerk's office showing the name and address of each person whose name appears on the list provided by the department of corrections under s. 301.03 (20m) as ineligible to vote on the date of the election, whose address is located in the municipality, and whose name does not appear on the registration list for that municipality. Wis. Stat. § 6.29(2)(am).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Electronic Registration	6.30(5)	The commission shall maintain on the Internet a secure registration form that enables the elector to enter the information required under s. 6.33 (10) electronically. The commission shall include on the registration form a place for the elector to give this authorization. Upon submittal of the electronic application, the commission shall obtain from the department of transportation a copy of the electronic signature of the elector. The commission shall maintain the application on file and shall notify the municipal clerk or board of election commissioners of the municipality where the elector resides of its receipt of each completed application. The commission shall also permit any elector who has a current and valid operator's license issued to the elector under ch. 342 or a current and valid identification card issued under s. 342.50 to make changes in his or her registration at the same Internet site that is used by electors for original registration under this subsection. Wis. Stat. § 6.30(5).
Registration	6.33(1)	The commission shall prescribe the format, size, shape and content of registration forms consistent with statutory requirements. Wis. Stat. § 6.33(1).
Registration	6.33(5)(a)	Municipal clerks may update changes to registrations within 45 days after the date of a general election. The commission administrator may, upon request of a municipal clerk, permit the clerk to update registration entries that change on the date of a general election within 60 days after that election. The municipal clerk shall also provide to the commission information that is confidential under s.6.47(2) in such manner as the commission prescribes. Wis. Stat. § 6.33(5)(a).
Absentee Vote Tracking	6.33(5)(a)2	The commission shall maintain a list under s. 6.36 (1) that allows municipal clerks to enter information regarding tracking absentee ballots. Wis. Stat. § 6.33(5)(a)2.
Electronic System	6.34(4)	The commission shall maintain a system that electronically verifies, on an instant basis, information specified under sub. (3) (b) from the information submitted in lieu of proof of residence under sub. (2m), using the information maintained by the department of transportation pursuant to the commission's agreement with the secretary of transportation under s. 85.61 (1). Wis. Stat. § 6.34(4).
Registration List	6.35(2)	The commission shall prescribe, by rule, the procedure and methods by which municipal clerks and boards of election commissioners shall maintain records of registrations that are entered electronically under s. 6.30 (5). Wis. Stat. § 6.35(2).
Registration	6.36(1)(a)	The commission shall compile and maintain electronically an official registration list consistent with statutory requirements. Wis. Stat. § 6.36 (1)(a).
Registration	6.36(2)(a)	The commission shall, by rule, prescribe the space and location for entry of each elector's signature on the poll list which shall provide for entry of the signature without changing the orientation of the poll list from the orientation used by the election officials. Wis. Stat. § 6.36(2)(a)

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Registration	6.36(6)	The commission shall establish by rule the fee for obtaining a copy of the official registration list, or a portion of the list, including access to the subscription service established under s. 5.05 (14)(b). The amount of the fee shall be set, after consultation with county and municipal election officials, at an amount estimated to cover both the cost of reproduction and the cost of maintaining the list at the state and local level. The rules shall require that revenues from fees received be shared between the state and municipalities or their designees under s. 6.33(5)(b), and shall specify a method for such allocation. Wis. Stat. § 6.36(6).
Registration	6.50(1)	No later than June 15 following each general election the commission shall identify each elector who has not voted within the previous 4 years and mail a suspension notice. Wis. Stat. § 6.50(1)
Registration	6.50(2)	The commission shall change the registration status of an elector receiving a notice of suspension who does not apply for continuation of registration within 30 days of the date of mailing the suspension notice. Wis. Stat. § 6.50(2)
Registration	6.50(2g)	The commission may delegate to a municipal clerk or board of election commissioners of a municipality the responsibility to change the registration status of voter suspended under s. 6.50(2). Wis. Stat. § 6.50(2g)
Registration	6.50(2r)	No later than August 1 of an odd-numbered year the commission shall publish on its website specified statistics related to the suspension notice mailing. Wis. Stat. § 6.50(2r).
Registration	6.55(2)(cs)	The commission shall provide to each municipal clerk a list prepared for use at each polling place showing the name and address of each person whose name appears on the list provided by the department of corrections under s. 301.03(20m) as ineligible to vote on the date of the election, whose address is located in the area served by that polling place, and whose name does not appear on the poll list for that polling place. Wis. Stat. § 6.55(2)(cs).
Registration	6.56(3m)	As soon as possible after all information relating to registrations after the close of registration for an election is entered on the registration list following the election under s.6.33 (5) (a), the commission shall compare the list of new registrants whose names do not appear on the poll lists for the election because the names were added after the commission certified the poll lists for use at the election with the list containing the names transmitted to the board by the department of corrections under s. 301.03(20m) as of election day. If the commission finds that the name of any person whose name appears on the list transmitted under s. 301.03(20m) has been added to the registration list, the commission shall enter on the list the information transmitted to the commission under s. 301.03(20m) and shall notify the district attorney for the county where the polling place is located that the person appears to have voted illegally at the election. Wis. Stat. § 6.56(3m).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Registration	6.56(7)	The commission may elect to perform audits of all electors registering to vote at the polling place and all electors registering by agent on election day. Wis. Stat. § 6.56(7).
Absentee Voters	6.869	The commission shall prescribe uniform instructions for municipalities to provide to absentee electors. Wis. Stat. § 6.869.
Special Registration Deputies	6.875(5)	The commission shall prescribe an oath that special registration deputies in nursing homes and care facilities must file as required by s. 7.30(5). Wis. Stat. § 6.875(5).
Registration	6.92; 6.925	The commission may prescribe by rule questions that inspectors or other electors may use to test a person's qualifications in a challenge. Wis. Stats. §§ 6.92, 6.925.
Election Officials	7.03(2)	The commission shall fix the amount to be paid any person employed to perform duties for the state. If the commission employs an individual to perform duties which are the responsibility of a county or municipality, the commission shall charge the expense to the county or municipality. Wis. Stat. § 7.03(2).
Ballots	7.08(1)(a)	In addition to its duties for ballot arrangement under ch. 5 and date and notice requirements under ch. 10, the commission shall prescribe all official ballot forms and revise them to harmonize with legislation and the current official status of the political parties whenever necessary. Wis. Stat. § 7.08(1)(a).
Ballots	7.08(1)(a)	The commission shall include on each ballot form in the endorsement section space for identifying overvoted or damaged ballots as original or duplicate with an identifying serial number. Wis. Stat. § 7.08(1)(a).
Ballots	7.08(1)(b)	The commission shall also prescribe the necessary sample forms and ballot containers to make the canvass, returns, statements and tally sheet statements for all elections the results of which are reportable to the commission under s. 7.60(4)(a), and all other materials as it deems necessary to conduct the elections. Wis. Stat. § 7.08(1)(b).
Registration	7.08(1)(c)	The commission shall prescribe the format, size, and shape of registration forms required by ss. 6.24(3) and (4), 6.30(4) and (5), 6.33(1), 6.47 (1)(am)2. and (3), 6.55(2), and 6.86 (2) to (3). All such forms shall contain a statement of the penalty applicable to false or fraudulent registration or voting through use of the form. Forms are not required to be furnished by the commission. Wis. Stat. § 7.08(1)(c).
Electronic Voting Systems	7.08(1)(d)	The commission shall promulgate rules for the administration of the statutory requirements for voting machines and electronic voting systems and any other voting apparatus which may be introduced in this state for use at elections. Pursuant to such responsibility, the commission may obtain assistance from competent persons to check the machines, systems and apparatus and approve for use those types meeting the statutory requirements and shall establish reasonable compensation for persons performing duties under this paragraph. Wis. Stat. § 7.08(1)(d).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Candidates	7.08(2)(a)	The commission shall transmit to each county clerk a certified list of all candidates on file in its office for which electors in that county may vote. Wis. Stat. § 7.08(2)(a).
Publications	7.08(3)	The commission shall prepare 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. Wis. Stat. § 7.08(3).
Publications	7.08(4)	The commission shall publish the election laws and shall sell or distribute or arrange for the sale or distribution of copies of the election laws to county and municipal clerks and boards of election commissioners and members of the public. Wis. Stat. § 7.08(4).
Publications	7.08(5)	The commission shall distribute, upon request and free of charge, to any candidate for representative in Congress, state senator, or representative to the assembly a copy of the map or maps received under s. 16.96(3)(b) showing district boundaries. Wis. Stat. § 7.08(5).
Electronic Voting Systems	7.08(6)	Following each general election, audit the performance of each voting system used in this state to determine the error rate of the system in counting ballots that are validly cast by electors. If the error rate exceeds the rate permitted under standards of the federal election commission in effect on October 29, 2002, the commission shall take remedial action and order remedial action to be taken by affected counties and municipalities to ensure compliance with the standards. Wis. Stat. § 7.08(6).
Election Officials	7.08(11)	The commission shall allocate and assign sufficient members of its staff to coordinate their activities with local election officials and maintain their availability to respond to inquiries from local election officials for each statewide election and each recount in progress. Wis. Stat. § 7.08(11).
Voting Rights/Impediments	7.08(12)	The commission shall engage in outreach to identify and contact groups of electors who may need assistance in obtaining or renewing a document that constitutes proof of identification for voting and provide assistance to the electors in obtaining or renewing that document. Wis. Stat. § 7.08(12).
Voter Fraud	7.15(1)(g)	Report summary of suspected election frauds, irregularities and violations received from municipal clerks annually to the legislature under s 13.72. Wis. Stat. § 7.15(1)(g).
Election Officials	7.31(1)	The commission shall establish requirements for certification of individuals to serve as chief inspectors. The requirements shall include a requirement to attend at least one training session held under sub. (5) before beginning service. Wis. Stat. § 7.31(1).
Election Officials	7.31(3)	The commission shall, upon application, issue certificates to qualified individuals who meet the requirements to be certified as chief inspectors. Each certificate shall carry an expiration date. Wis. Stat. § 7.31(3).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Election Officials	7.31(4)	The commission shall require each individual to whom a certificate is issued under this section to meet requirements to maintain that certification. Wis. Stat. § 7.31(4).
Election Officials	7.31(5)	The commission shall conduct regular training programs to ensure that individuals who are certified by the commission as chief election inspectors are knowledgeable concerning their authority and responsibilities. The commission shall pay all costs required to conduct the training programs from the appropriation under s. 20.510(1)(bm). Wis. Stat. § 7.31(5).
Election Officials	7.315	The commission shall, by rule, prescribe the contents of the training that municipal clerks must provide to inspectors, other than chief inspectors, and to special voting deputies appointed under s. 6.875. Wis. Stat. § 7.315.
Election Observers	7.41(5)	The commission may promulgate rules that are consistent with the requirements of the public's right to access to the polling place regarding the proper conduct of individuals exercising the right, including the interaction of those individuals with inspectors and other election officials. Wis. Stat. § 7.41(5).
Canvass	7.60(5)(b)	If the board of canvassers becomes aware of a material mistake in the canvass of an election for state or national office or a statewide or technical college district referendum prior to the close of business on the day the elections commission receives returns from the last county board of canvassers with respect to that canvass, the board of canvassers may petition the elections commission to reopen and correct the canvass. The elections commission shall direct the canvass to be reopened and corrected if it determines that the public interest so requires. Wis. Stat. § 7.60(5)(b).
Canvass	7.70(1)	Upon receipt of the certified statements from the county clerks, the commission shall record the election results by counties and file and carefully preserve the statements. Wis. Stat. § 7.70(1).
Canvass	7.70(3)	The chairperson of the commission or a designee of the chairperson appointed by the chairperson to canvass a specific election shall publicly canvass the returns and make his or her certifications and determinations on or before the 2nd Tuesday following a spring primary, the 15th day of May following a spring election, the 3rd Wednesday following a partisan primary, the first day of December following a general election, the 2nd Thursday following a special primary, or within 18 days after any special election. Wis. Stat. § 7.70(3).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Canvass	7.70(5)	The commission shall record in its office each certified statement and determination made by the commission chairperson or the chairperson's designee. Immediately after the expiration of the time allowed to file a petition for recount, the commission shall make and transmit to each person declared elected a certificate of election under the seal of the commission. For presidential electors, the commission shall prepare a certificate showing the determination of the results of the canvass and the names of the persons elected, and the governor shall sign, affix the great seal of the state, and transmit the certificate by registered mail to the U.S. administrator of general services. Wis. Stat. § 7.70(5).
Nomination Papers	8.07	The commission shall promulgate rules under this chapter for use by election officials in determining the validity of nomination papers and signatures thereon. Wis. Stat. § 8.07.
Nomination Papers	8.12(1)(d)	The commission shall forthwith contact each person whose name has been placed in nomination under par. (b) and notify him or her that his or her name will appear on the Wisconsin presidential preference ballot unless he or she files, no later than 5 p.m. on the last Tuesday in January of such year, with the commission, a disclaimer stating without qualification that he or she is not and does not intend to become a candidate for the office of president of the United States at the forthcoming presidential election. Wis. Stat. § 8.12(1)(d).
Ballots	8.12(2)	The form of the official ballots (Presidential Preference Vote) shall be prescribed by the commission. Wis. Stat. § 8.12(2).
Reporting	8.12(3)	No later than May 15 following the presidential preference primary, the commission shall notify each state party organization chairperson under sub. (1) (b) of the results of the presidential preference primary within the state and within each congressional district. Wis. Stat. § 8.12(3).
Candidates	8.185(2)	The commission may waive the requirement of 8.185(2) but only if the results of the general election indicate that a write-in candidate for the office of president is eligible to receive the electoral votes of this state except for noncompliance with this subsection. In such event, the write-in candidate shall have until 4:30 p.m. on the Friday following the general election to comply with the filing requirements of this subsection. Wis. Stat. § 8.185 (2).
Nomination Papers	8.19(3)	The commission shall not certify nor the county clerk print the name of any person whose nomination papers indicate a party name comprising a combination of existing party names, qualifying words, phrases, prefixes or suffixes in connection with any existing party name. Wis. Stat. § 8.19(3).
Nomination Papers	8.40(3)	The commission shall, by rule, prescribe standards consistent with this chapter and s. 9.10 (2) to be used by all election officials and governing bodies in determining the validity of petitions for elections and signatures thereon. Wis. Stat. § 8.40(3).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Special Elections	8.50(1)(b)	If [a] special election concerns a national or state office, the commission shall give notice as soon as possible to the county clerks. Wis. Stat. § 8.50(1)(b).
Special Elections	8.50(1)(d)	When the election concerns a national office or a special election for state office is held concurrently with the general election, the commission shall transmit to each county clerk a certified list of all persons for whom nomination papers have been filed in its office at least 62 days before the special primary, and in other cases the commission shall transmit the list to each county clerk at least 22 days before the special primary. If no primary is required, the list shall be transmitted at least 42 days prior to the day of the special election unless the special election concerns a national office or is held concurrently with the general election, in which case the list shall be transmitted at least 62 days prior to the day of the special election. Wis. Stat. § 8.50(1)(d).
Recount	9.01(1)(ag)4.	The commission shall deposit all moneys (recount fees) received by it into the account under s. 20.511 (1) (g), and shall pay the fees required for each recount to the county clerks of the counties in which the recount is to be held. Wis. Stat. § 9.01(1)(ag)4.
Recount	9.01(1)(ar)3.	Whenever the commission receives a valid (recount) petition and any payment under par. (ag) 3., the commission shall promptly by certified mail or other expeditious means order the proper county boards of canvassers to commence the recount. Wis. Stat. § 9.01(1)(ar)3.
Recount	9.01(1)(ar)3.	The commission chairperson or the chairperson's designee may not make a determination in any election if a recount is pending before any county board of canvassers in that election. Wis. Stat. § 9.01(1)(ag)3.
Recount	9.01(1)(ar)3.	The commission chairperson or the chairperson's designee need not recount actual ballots, but shall verify the returns of the county boards of canvassers in making his or her determinations. Wis. Stat. § 9.01(1)(ar)3.
Recount	9.01(2)	When the recount concerns an election for a state or federal office, the commission shall promptly prepare a copy of the petition for delivery to each opposing candidate for the same office whose name appears on the ballot. In a recount proceeding for a partisan primary, the commission shall prepare a copy of the petition for delivery to each opposing candidate for the same party nomination for the same office, to each opposing candidate for the party nomination of each other party for the same office and to each independent candidate qualifying to have his or her name placed on the ballot for the succeeding election. Wis. Stat. § 9.01(2).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Recount	9.01(5)(c)	If the commission chairperson or the chairperson's designee receives the recount results, the chairperson or designee shall publicly examine the returns and determine the results not later than 9 a.m. on the 3rd business day following receipt, but if that day is earlier than the latest day permitted for that election under s. 7.70(3)(a), the commission chairperson or designee may examine the returns and determine the results not later than the day specified in s. 7.70(3)(a). Wis. Stat. § 9.01(5)(c).
Recount	9.01(10)	The commission shall prescribe standard forms and procedures for the making of recounts under this section. Wis. Stat. § 9.01(10).
Recount	9.01(10)	The procedures prescribed by the commission shall require the boards of canvassers in recounts involving more than one board of canvassers to consult with the commission staff prior to beginning any recount in order to ensure that uniform procedures are used, to the extent practicable, in such recounts. Wis. Stat. § 9.01(10).
Recall	9.10(3)(b)	Within 31 days after the petition is offered for filing, the commission with whom the petition is offered for filing shall determine by careful examination whether the petition on its face is sufficient and so state in a certificate attached to the petition. Wis. Stat. § 9.10(3)(b).
Recall	9.10(3)(b)	If the commission finds that the amended petition is sufficient, the commission shall file the petition and call a recall election to be held on the Tuesday of the 6th week commencing after the date of filing of the petition. Wis. Stat. § 9.10(3)(b).
Election Notices	10.01(1)	The form of the various election notices shall be prescribed by the commission to standardize election notices. To accomplish this purpose, the commission shall make rules and draft whatever forms it considers necessary. The commission shall also prescribe the provisions for municipal notices which shall be sent to each county clerk who shall immediately forward them to each municipal clerk. Wis. Stat. § 10.01(1).
Election Notices	10.01(1)	Notification or certification lists of candidates or referenda questions sent to the county clerks shall prescribe the form in which the county clerks shall publish the relevant portions of the notice and any additional county offices and referenda questions. Wis. Stat. § 10.01(1).
Election Notices	10.06(1)(a)	On or before November 15 preceding a spring election the commission shall send a type A notice to each county clerk. Wis. Stat. § 10.06(1)(a).
Election Notices	10.06(1)(c)	As soon as possible after the deadline for filing nomination papers for the spring election, but no later than the 2nd Tuesday in January, the commission shall send a type B notice certifying the list of candidates to each county clerk if a primary is required. Wis. Stat. § 10.06(1)(c).

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Election Notices	10.06(1)(e)	As soon as possible following the state canvass of the spring primary vote, but no later than the first Tuesday in March, the commission shall send a type B notice certifying to each county clerk the list of candidates for the spring election. Wis. Stat. § 10.06 (1)(e).
Election Notices	10.06(1)(e)	When there is a referendum, the commission shall send type A and C notices certifying each question to the county clerks as soon as possible, but no later than the first Tuesday in March. Wis. Stat. § 10.06 (1)(e).
Election Notices	10.06(1)(f)	On or before the 3rd Tuesday in March preceding a partisan primary and general election the commission shall send a type A notice to each county clerk. Wis. Stat. § 10.06 (1)(f).
Election Notices	10.06(1)(h)	As soon as possible after the deadline for determining ballot arrangement for the partisan primary on June 10, the commission shall send a type B notice to each county clerk certifying the list of candidates for the partisan primary. Wis. Stat. § 10.06 (1)(h).
Election Notices	10.06(1)(i)	As soon as possible after the state canvass, but no later than the 4th Tuesday in August, the commission shall send a type B notice certifying the list of candidates and type A and C notices certifying each question for any referendum to each county clerk for the general election. Wis. Stat. § 10.06 (1)(i).
Advisory Opinions	5.05(5t)	Within 2 months following the publication of a decision of a state or federal court that is binding on the commission and this state, the commission shall issue updated guidance or formal advisory opinions, commence the rule-making procedure to revise administrative rules promulgated by the commission, or request an opinion from the attorney general on the applicability of the court decision. Wis. Stat. § 5.05(5t).
Advisory Opinions	5.06(6a)	The commission shall review a request for an advisory opinion and may issue a formal or informal written or electronic advisory opinion to the person making the request. Wis. Stat. § 5.05(6a).
Advisory Opinions	5.05(6a)(a)1.	Any individual. Either personally or on behalf of an organization or governmental body, may make a request of the commission in writing, electronically, or by telephone for a formal or informal advisory opinion regarding the propriety under chs. 5 to 10 or 12 of any matter to which the person is or may become a party. Wis. Stat. § 5.05(6a)(a)1.
Advisory Opinions	5.05(6a)(a)2.	To have legal force and effect, each formal and informal advisory opinion issued by the commission must be supported by specific legal authority under a statute or other law, or by specific case or common law authority. Wis. Stat. § 5.05(6a)(a)2.
Advisory Opinions	5.05(6a)(a)4.	At each regular meeting of the commission, the administrator shall review informal advisory opinions requested of and issued by the administrator and that relate to recurring issues or issues of first impression for which no formal advisory opinion has been issued. Wis. Stat. § 5.05(6a)(a)4.

<b>Subject</b>	<b>Statutory Reference</b>	<b>Duties</b>
Advisory Opinions	5.05(6a)(b)4.	The commission may authorize the commission administrator or his or her designee to issue an informal written advisory opinion or transmit an informal advisory opinion electronically on behalf of the commission. Wis. Stat. § 5.05(6a)(b)4.
Advisory Opinions	5.05(6a)(c)3.	Promptly upon issuance of each formal advisory opinion, the commission shall publish the opinion together with the information specified under sub. (5s) (f) on the commission's Internet site. Wis. Stat. § 5.05(6a)(c)3.

# Appendix B

## 2017 Accomplishments of the Wisconsin Elections Commission



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## **FY 2016-2017 Election Commission Major Achievements**

1. Transition from the Government Accountability Board (G.A.B.) to the Wisconsin Elections Commission: Senior G.A.B. staff worked with the Department Administration in early 2016 to complete a transition plan from the G.A.B. to the new Wisconsin Elections Commission and Wisconsin Ethics Commission, which was approved by the Joint Committee on Finance. Staff worked to orient new Commissioners as they were appointed and served as ex-officio members of the G.A.B. during the Spring of 2016, prior to the start of the two new commissions on June 30, 2016.

Staff also developed draft memoranda of understanding for shared office space and shared services between the two new commissions prior to the transition date, after which those MOUs were refined and approved by the two Commissions. In preparation for the changeover, staff developed new separate websites and new letterheads for each commission, and made many changes to rename and reformat standard forms and manuals to reflect the new structure and names. Financial staff also worked with DOA to create separate financial accounts for the two new agencies and allocate resources to each according to the transition plan.

2. Administration of Four Successful Statewide Elections and Other Election Events: Agency staff worked in conjunction with more than 1,850 municipal clerks, 72 county clerks, and tens of thousands of other local election officials to successfully conduct the 2016 Partisan Primary, 2016 General Election, 2017 Spring Primary, and 2017 Spring Election. Also, during 2016-2017 staff provided administrative guidance to local election officials for 7 special elections in five municipalities and two school districts. There were no special elections required to fill vacancies for legislative or other state offices.

In addition to training and support of local election officials, staff worked with numerous candidates and other organizations to prepare for the elections. Following elections for state and federal offices, staff assembled and reviewed official results from the counties, prepared the official canvass for certification and issued Certificates of Election to the winners. Staff also provided guidance and assistance to municipalities and districts concerning the recall and special election process.

- 2017 Spring Ballot Access Procedures: The Spring Primary and Spring Election included nonpartisan elections and staff assisted state judicial candidates with the filing of ballot access documents. Staff completed the review of nomination papers submitted by 71 candidates for Superintendent of Public Instruction and judicial offices and made recommendations regarding the certification of candidates or denial of ballot access. Staff

also processed and evaluated challenges to nomination papers as well as appeals regarding decisions of local filing officers.

- Ballot Design: Agency staff continued efforts to improve and standardize the design of ballots to be used in Wisconsin elections. Staff developed proposed ballot designs for both statewide elections and solicited input from clerks, political parties, and legislators. The Wisconsin Elections Commission continued the practice of approving proposed ballot designs for the regularly-scheduled Fall 2016 elections and for the Spring 2017 elections.
  - Extended Office Hours: Agency staff members were available to assist local election officials before and after regular business hours in the days leading up to and after regular elections, as well as during the conduct of recounts. Staff was available for 16 hours on the day of the 2017 Spring Primary and 17 hours on the days of the 2017 Spring Election, 2016 Partisan Primary, and 2016 General Election to assist with issues ranging from the opening of polling places to the reporting of unofficial results on Election Night. Staff also logged every telephone call received during the weeks surrounding each election to track the type of issues which arose and the resolution of those issues.
3. WisVote Maintenance: The WisVote system launched on January 11, 2016. WisVote is used by Wisconsin's municipal clerks, county clerks, and thousands of staff in clerks' offices to register voters and administer elections. The WisVote system addressed several critical deficiencies of the former Statewide Voter Registration System, most notably improving ease of use, reducing maintenance and hosting costs, and improving stability, security and supportability.
- WisVote Learning Center: Agency staff developed and maintained the WisVote Learning Center website to deliver WisVote training to those using the system. The WisVote Learning Center is a completely on-line training platform. All users of the former SVRS system were set up with accounts in the Learning Center and were sent instructions to access the Learning Center and complete the required training for WisVote. The Learning Center contains interactive tutorial videos created by agency staff covering all aspects of the WisVote system. It includes a complete training manual written by staff that can be printed by clerks. It includes links to the many WisVote webinars prepared and recorded by staff both before and after the WisVote launch. The website received more than 92,000 page views during 12,081 sessions from 3,709 unique users in fiscal year 2017.
  - Rapid Felon Updates: The process used to interface with the Wisconsin Department of Corrections (DOC) was completely redeveloped for WisVote. Instead of the monthly batch files delivered to SVRS, agency staff worked with DOC to create a nightly web service process so that new felon records and any updates to existing felon records are now processed in WisVote every night. This upgraded process has tremendously improved the accuracy of the matching process in WisVote which compares felon records to voter records, and of the Ineligible Voter Lists that clerks print from WisVote to prevent felons on probation or parole from registering and voting while they are still serving a felony sentence.

- Ongoing Maintenance: WisVote staff continued to make improvements to the functionality of the WisVote system. Some of the more notable improvements include:
  - Improvements to the system to allow WEC staff to approve and track clerk training records.
  - The addition of an automated feature that alerts a voter's previous state if the voter has registered to vote in Wisconsin.
  - Enhancements to the reports and views available in WisVote that allow clerks to monitor data quality and accuracy of post-election tasks.
  - Development of a letters and mailings entity in WisVote that allows clerks to generate consistent mailings and track voter responses to ongoing list maintenance mailings.
  - Ongoing security updates, system and server patches and routine bug fixes.
  
- 4. MyVote Wisconsin Website: WEC staff continued to make enhancements to the MyVote.wi.gov website in 2017. Voters now have the option to email a PDF of their registration form to themselves. This allows voters the flexibility to print their by-mail registration applications at a later time when they have access to a printer. Staff also made changes to how the MyVote site collects voters' previous, out-of-state address information and the changes allow the previous addresses to be stored in the WisVote system. The previous address information is then used to create a report that the WEC sends to the voter's former state. The voter's former state may then use the previous address information to inactivate the records of voters who have moved.
  - Launch and Training for the Redesigned MyVote: Following the June 2016 launch of the redesigned MyVote Wisconsin website, there were no major problems or issues reported. In FY 2016-17, the site successfully handled 1.12 million sessions from 591,208 unique users. Users access their voter information more than 185,000 times, looked at a sample ballot more than 178,000 times, viewed their polling place more than 160,000 times. More than 12,000 voters used the site to request an absentee ballot. There were 2,241 Military or Permanent Overseas voters who used the site to download an absentee ballot.

The launch of the MyVote 2.0 website was a significant change for both Wisconsin clerks and voters. To prepare clerks and voters for the change, WEC staff developed numerous training resources. Training materials included a 60-page user manual. Agency staff also published a pre-recorded webinar for clerks in anticipation of the site's launch. After the launch, agency staff continued to develop and publish MyVote training materials for clerks and voter groups.
  - Online Voter Registration: After several months of development and testing in conjunction with the Division of Motor Vehicles, on January 9, 2017 WEC staff launched an Online Voter Registration (OVR) system through the existing MyVote.wi.gov website. The OVR system was developed and implemented in accordance with 2015 Wisconsin Act 261. Wisconsin's OVR system is available to eligible Wisconsin voters who have a current and valid Wisconsin Driver License or State ID card.

Eligible voters are able to utilize online registration through MyVote at any time up to the 20<sup>th</sup> day before an election. After that time online registration becomes unavailable, pursuant to 2015 Wisconsin Act 261. During the time that OVR is unavailable, the MyVote system allows voters to complete a voter registration form using a manual registration process. Allowing voters to utilize the manual registration process during “closed registration” offers a number of benefits to both clerks and voters. At the November 8, 2016 General Election nearly 30,000 voter registration applications were entered into WisVote through the MyVote website.

- MyVote/WisVote Address Services: One of the most critical components of both the MyVote website and the WisVote database is the address validation system. The address validation system is key to ensuring that voters receive the correct ballot, are assigned to the correct polling place and appear on the correct poll book. The WEC’s former address software service was discontinued in July of 2016. WEC staff researched and implemented a new address service provider in June of 2016. Agency IT developers then linked the new address service to the MyVote website and the WisVote database. The new service has greatly increased the accuracy and the positive address return rate for all agency systems.

Staff focused on voter address information to help ensure data accuracy in the 2017 elections. Data quality checks were in place to flag address issues so that WEC staff could follow-up with municipal clerks in order to address specific issues. Staff reached out to clerks who had voters with address problems, voters who may have had matches to death or felon records, and voters who may have duplicate voter registration records.

Staff also worked on new and updated district maps that reflect an effort to more accurately display parcel and school district lines, as well as include newer annexations that have occurred throughout the state. The new district maps utilized new official wards and tax parcel maps that counties are now required to submit to the state.

5. Electronic Poll Books: On June 20, 2017 the commission approved staff to design and develop an e-poll book specifically tailored to Wisconsin elections. Staff also researched and spoke with vendors to determine the costs and benefits of inviting vendors to apply for certification and sell e-poll book software in Wisconsin. Staff believed the benefits of being able to tailor the e-poll book to Wisconsin statutes and having control over software updates as laws change to be compelling arguments to keep development in house. Ultimately, the commission accepted the staff recommendation to create the e-poll book with an in-house development team and to pilot the e-poll book in the Spring of 2018.

The e-poll book will serve as a tool to guide poll workers through the process of registering and checking in voters. Clerks will be able to import electronically captured data into WisVote. This process upgrade will result in both time and costs savings for clerks after each election. The e-poll book will be able to scan WI State IDs and licenses to find the correct voter in the poll book, which should reduce wait times for voters.

6. Four-Year Voter Record Maintenance: In June 2017, the Commission mailed notices to 381,495 registered voters who had not voted in any election after December 31, 2012. To

remain active in the statewide voter registration system, the voters had one month to contact their municipal clerk and request continuation of their registration. Voters who either did not respond to the postcard or whose postcard was returned to the municipal clerk as undeliverable had their status changed to inactive in WisVote. Approximately 92% of voters who were mailed a notice had their registration status changed from eligible to ineligible as a result of the 2017 process, which was consistent with previous cycles, and slightly lower than the rate in three of the last four years in which the maintenance process was completed.

7. Voter Photo Identification: Larger-than-expected turnout for the Presidential Preference Primary in April 2016 highlighted the need for additional photo ID education. The former G.A.B. directed staff to request \$250,000 in § 13.10 funding from the Joint Committee on Finance for a paid photo ID Informational Campaign in advance of the 2016 Partisan Primary and 2016 General Election. After the request was approved, staff worked with the Wisconsin Broadcasters Association and the KW2 ad agency to place television, radio and online advertising for the Bring it to the Ballot photo ID informational campaign. Following the District Court decision in *One Wisconsin Now Institute v. Thomsen*, staff worked with the Wisconsin Department of Justice and the Department of Transportation to promote the Photo ID Petition Process (IDPP) by developing new informational materials for voters.
8. Recount: There were three recounts ordered for the 2016 General Election that WEC staff was required to coordinate: Iron County District Attorney, State Senate District 32, and President of the United States. For all offices, the recount confirmed that the candidate who appeared to receive the most votes on Election Day was the winner. Although all recount efforts require significant preparations and coordination, the Presidential recount certainly required the most, given the abbreviated timeframe to complete the recount by the federal safe harbor date.

The hard work of many individuals contributed to the success of the first statewide recount for President in Wisconsin. Election officials completed the statewide recount of almost 3 million ballots in roughly 12 days. The very small number of changes in totals, given the overall number of ballots cast, confirms that Wisconsin's Presidential Election was fair, accurate and transparent, and should promote public confidence in the election results as well as our election administration system and procedures.

Recounts can serve as a good roadmap for additional training of local elections officials, and staff incorporated lessons learned into 2017 training efforts. In addition to the hard work and dedication of the county clerks, county boards of canvass, county and city elections commissions, municipal clerks, deputies, tabulators and other election workers to ensure the recount was completed accurately and by the established deadline, the Commission staff also dedicated significant time, effort and resources to ensure the recount went as smoothly as possible and finished on time.

The 2017 Spring Election did not result in any contests where WEC staff was required to coordinate a recount. Staff did provide guidance and assistance to twelve different local jurisdictions and districts who received petitions to recount election results.

9. Electronic Registration Information Center: 2015 Wisconsin Act 261 required the agency to enter into an agreement with ERIC, a consortium of states which share data from their voter registration and motor vehicle agencies. ERIC has two goals: to identify voters who may be eligible to vote but are not registered, and to identify voters who are registered but whose registrations are inaccurate or out of date.

The ERIC Membership Agreement requires that participating states reach out to voters who may be eligible but are unregistered once every two years, ahead of the fall General Election, no later than October 1. To meet this requirement, WEC staff designed a postcard mailer and coordinated the printing and mailing of the ERIC notification. The postcard directed recipients to register to vote using the MyVote website or to contact the WEC for more information. In September 2016, the commission mailed 1,238,538 postcards, and approximately 209,102 voters who received them registered to vote for the 2016 General Election. As required by the ERIC Membership Agreement, WEC staff also certified to ERIC on November 28, 2016 that the mailings occurred, and that at least 95% of the voters on the Eligible but Unregistered lists provided by ERIC were contacted.

Agency staff anticipated that the mailing of the ERIC postcards would significantly increase email and phone inquiries from voters. To prepare for the increased volume of calls, the WEC contracted with the Beyond Vision call center in Milwaukee. Agency staff trained Beyond Vision representatives to answer questions about voter registration and voter eligibility. Overall, the Beyond Vision call center answered 2,388 ERIC related phone calls. The WEC also hired and trained eight temporary employees through a staffing agency to assist with the influx of calls and emails resulting from the ERIC mailing. The temporary employees answered more than 5,000 ERIC related email and phone inquiries between September 23 and November 8, 2016.

10. Election Security and Contingency Planning: In 2016 and 2017, agency staff took unprecedented actions to ensure all elections were safeguarded from malicious attacks. Wisconsin Elections Commission staff partnered with the U.S. Department of Homeland Security (DHS) and the Wisconsin Department of Administration's Division of Enterprise Technology (DET) to ensure that Wisconsin's election-related IT systems were prepared for the 2016 Presidential and General Election. Wisconsin was one of several states to work with DHS National Cybersecurity and Communications Integration Center to perform a Cyber Hygiene Assessment. Through this program, DHS performed continuous security and vulnerability scans of Election Commission IT infrastructure and systems to assess their vulnerability to cyber-attacks.

Elections Commission staff partnered with Wisconsin Emergency Management, DET and Wisconsin's Adjutant General to help ensure that Wisconsin was prepared for the heightened security required to ensure a smooth election process. DET issued an enterprise-wide change freeze from October 25 to November 11, barring any IT system changes across all of state government without prior approval from the agency-head and the state CIO's office. Commission staff also hosted a joint meeting with the Federal Bureau of Investigation, the U.S. Department of Justice, the Wisconsin Department of Justice, Wisconsin Emergency Management, and representatives of the Milwaukee and Dane County district attorney offices

to discuss election day preparedness and to designate emergency points of contact in their respective offices for emergencies that may occur on Election Day.

Staff updated the Election System Security and Emergency Preparedness manual to be used as a resource for election officials in preparation for the Presidential Election. The manual describes various emergency situations and is intended to help election officials identify and respond to a wide array of unplanned occurrences that can take place leading up to Election Day.

In response to the anticipated additional traffic to WEC IT applications, primarily WisVote and MyVote, the server capacity was increased. The capacity was doubled for the MyVote website as well as for the WisVote database that powers the site. Capacity for the agency's main website was also enhanced.

Election security planning continued in 2017 as staff collected and analyzed existing cyber and election security resources into a comprehensive report. The report contains three sections which focus on protection efforts, outline a security event response plan and provide an overview of a communication plan in the event a security event occurs that requires communication to federal and state agency partners, local election officials and the public.

11. Training and Guidance: The agency provides training to local election officials, including county and municipal clerks, chief inspectors, regular election inspectors, special voting deputies, election registration officials, special registration deputies and local boards of canvassers.

- Webinars/Videos: Agency staff continued to produce timely election administration training sessions on rapidly changing legislative requirements and procedures, WisVote computer application training, teleconferences and training modules using webinar and Storyline software. Staff has produced 28 educational videos relating to election administration and WisVote topics and processes, including the implementation of the voter photo ID law and other court decisions, the development and use of Online Voter Registration and an introduction to WisVote for new users of the system. The webcasts and related materials are posted on the WEC website for clerks and other local election officials to use at their convenience.
- In-person and Online Trainings: Agency staff continued to provide initial training classes for new municipal clerks and new chief inspectors using a combination of live webinars conducted by staff and in-person training classes conducted by certified clerk-trainers. Staff and clerk-trainers delivered 25 Baseline Chief Inspector training classes and trained more than 840 new and current chief inspectors and municipal clerks (current chief inspectors and municipal clerks are allowed to take the course once per two-year term as a refresher). Trainers also conducted six Municipal Clerk Core training classes and trained 130 new municipal clerks and current clerks seeking refresher training. Training for the statewide voter registration system is available in the WisVote Learning Center via interactive tutorials and webinar overviews.

- Training Manual Updates: Agency staff updated the Election Day and Election Administration Manuals to reflect new laws approved by the state legislature, including 2015 Wisconsin Act 261, and recent court decisions. Staff also updated the Recount Manual prior to the statewide Presidential Election Recount, and the MyVote Wisconsin and WisVote Manuals to reflect the redesigned websites.
  - Clerk Association Presentations: Agency staff continued its successful practice of attending the annual and district conferences of the Wisconsin County Clerks Association, Wisconsin Municipal Clerks Association, Wisconsin Towns Association, Wisconsin League of Wisconsin Municipalities and Wisconsin Municipal Clerks and Treasurers Institute to provide legislative updates, education and training on clerk and local election official duties and to solicit input on pending legislative proposals and other procedures.
  - Clerk Communications: Agency staff continued a commitment to effective and timely communication to local election officials through a series of “Clerk Communications” which are posted to the agency website and categorized according to their priority. In FY 2016-17, staff prepared and posted 120 such communications (compared to 97 in FY 2015-2016) on a variety of topics including legislative changes, election preparations, the status of the Voter Photo ID law and required tasks to be completed in WisVote. Complete and accurate communications typically require the drafting and editing work of several staff members.
  - Answering Questions: Agency staff also responded to specific requests for information from local election officials, ranging from the thousands of phone calls the agency receives every year to formal requests for guidance. In addition to addressing these questions as they arise, staff notes what questions arise with the greatest frequency and incorporates them into future training webinars, manual updates and clerk conference presentations.
  - Election Calendar: Agency staff created and published the annual, comprehensive Calendar of Election Events that includes all election-related tasks and deadlines for Election Administration and WisVote. It is a key tool used by local clerks and staff and is available publicly on the WEC website.
12. WisVote Checklists: WisVote staff provided two checklists to clerks for each of the four statewide elections in fiscal 2017.

Checklist I assisted in preparation of the election, including guidance for contest, candidate and reporting unit setup in WisVote, as well as completing voter and address data quality tasks review, absentee ballots tracking (which became a statutory requirement in 2016) and printing poll books and felon Ineligible Lists.

Checklist II provided instructions for post-election activities, including Election Night tasks, such as entering provisional ballots into WisVote and posting unofficial Election Night results. Checklist II also provided other post-election guidance for recording voter participation and entering Election Day Registrations in WisVote and reconciling and reporting election statistics using the EL-190 form.

Election Readiness: In conjunction with the Checklists, beginning six weeks prior to each of the statewide elections held in the 2017 fiscal year, staff used a series of daily quality check reports designed to identify counties or municipalities that had not yet completed a step in their election preparation or had an error in their data. Staff conducted outreach by telephone and email to assist clerks in meeting election readiness deadlines in WisVote. Clerk completion of WisVote election setup is critical to the voter experience on the MyVote website because until the setup is complete, voters cannot find their polling places, review sample ballots, or, in the case of military and overseas voters, download their ballots online.

Municipalities whose voter rolls had potential data quality issues were also identified. Prior to mailing absentee ballots and again prior to Election Day, staff alerted clerks to potential problems with voters registered in their municipality. The alerts identified voters who may be deceased or may have a felony conviction and voters who may have duplicate voting records. Staff also provided notice and guidance for ensuring voters would vote in the correct ward and receive the correct ballot by identifying potential problems with the voters' address. Identifying and clearing up these potential problems resulted in more accurate poll books.

In addition to providing the checklists and other clerk notifications, WisVote staff answered clerk questions, both those generated by these communications, as well as general questions regarding election-related tasks in WisVote. It was a common occurrence for individual staff members to respond to several dozen calls and emails daily. Questions typically range from very basic and simple questions about how an action might be completed in WisVote to specific questions that might require investigation by a team of staff.

After the elections, WisVote staff followed up on post-election data quality issues such as provisional ballots that were issued but did not show if they were counted or rejected, and reviewing voters who had more than one election participation record in an election. For the duplicate participation check, the goal was to determine whether the duplicate participation was in error and, if so, to correct it on the voter record and determine if such an occurrence can be prevented in the future. Consequently, if no error was found, the voter may have committed voter fraud by casting more than one ballot in an election. A team reviewed the data, categorized each instance for follow-up, and provided instructions for clerks, who then completed the investigation.

13. General Customer Service: Agency staff answered phone calls and in-person questions from clerks, candidates, incumbents, media and members of the general public on a variety of election-related subjects. In FY 2016-17, the front desk answered 11,677 phone calls and the Help Desk answered 18,505 phone calls and processed thousands of email inquiries and requests for technical assistants. The agency maintains a general website and specific program

websites for the public, which continue to provide a great deal of information to customers, especially near elections:

- Main Agency websites: The elections.wi.gov website received 4.7 million page views from more than 1.1 million unique users.
- MyVote website: The myvote.wi.gov website received 3.4 million page views from nearly 600,000 unique users.
- Voter ID microsite: BringIt.wi.gov received nearly 174,000 page views from more than 83,000 unique users.

14. Voter Outreach: Agency staff completed the following tasks to ensure voters received the information they needed to participate in the fall 2016 and spring 2017 elections:

- Social Media: The agency increased its social media presence ahead of the fall 2016 and spring 2017 elections. The agency's following on Twitter increased to more than 3,500 and agency Twitter posts generated more than 3.8 million user impressions. The agency's following on Facebook also increased to more than 2,000, and agency Facebook posts generated around 200,000 total impressions, including some paid and targeted Facebook posts.

Agency staff developed and used a pre-set social media plan for the fall 2016 and spring 2017 elections. The social media plan outlined Facebook and Twitter content and images in relation to important deadlines and events in the 2017 election cycle. A suggested social media plan for 2017 was also provided to clerks and voter groups to use on their own social media pages.

- Voter Materials: Agency staff created and updated more than 40 voter handouts, guides and other materials on a variety of voting topics. In addition to voter handouts, agency staff also developed video presentations on voter topics. Each handout and video was updated at least three times throughout the fall 2016 and spring 2017 elections to reflect changes made by the courts, new legislation and as a result of the agency transition.
- Voter Outreach Kits: In 2017, agency staff developed a voter outreach kit for the use of clerks and voter groups. The outreach kit included news releases, voter guides, presentation materials, a social media plan and links to agency resources. Each component of the kit was updated at least twice in 2017 to reflect changes made by the courts, new legislation and as a result of the agency transition.
- Voter Outreach Presentations: Agency staff made in-person presentations to organizations and audiences about election laws and procedures, especially focusing on the Voter Photo ID Law. In assessing speaking opportunities, staff developed an approach that relies on the assistance of local election officials and community organizations to train organization staff and volunteers to disseminate information regarding the ID requirement. Public presentations were made throughout the year, including several events sponsored by organizations serving persons with disabilities.

- Services to Military and Overseas Voters: In fiscal year 2017, agency staff continued its commitment to assisting Military and Overseas voters (UOCAVA voters). In the fall of 2016 there were two federal elections that required agency staff to monitor the transmission of each UOCAVA ballot and report the transmissions to the U.S. Department of Justice. To ensure each ballot was sent on time, agency staff monitored each ballot request and sent thousands of emails and made hundreds of calls to clerks. For the August 9, 2016 Primary, 2,565 UOCAVA ballots were requested by the Federal deadline. Of those ballots, 98.6 percent were reported to U.S. DOJ as sent timely. For the November 8, 2016 Election, 5,129 UOCAVA ballots were requested by the Federal deadline. Of those ballots, 99.94 percent were reported to U.S. DOJ as sent timely. No federal offices were on the ballot for the 2017 election cycle.

To further assist UOCAVA voters, agency staff sent regular email reminders to inform them of upcoming deadlines. Agency staff also created three clerk guidance documents that outlined the procedure for fulfilling voter requests made using federal forms such as the Federal Write In Absentee Ballot, Federal Postcard Application and the National Voter Registration Application. Agency staff also presented information about UOCAVA voters and deadlines at each of the clerk conferences in the fall of 2016 and during multiple clerk webinars. Agency staff was also involved in the Council for State Governments' (CSG) Overseas Voting initiative and was active in creating the Policy Recommendations document that outlined best practices for communicating with UOCAVA voters. The CSG report was distributed nationally to state election officials and legislators.

15. Voting Equipment Testing and Approval: Agency staff evaluated two applications for approval of voting equipment during the 2017 reporting period. One application was for a next generation upgrade of previously approved, federally certified voting equipment from Election Systems and Software. The remaining application was from Hart Intercivic, a company that had not previously applied for equipment approval with Wisconsin Elections Commission.

On March 3, 2017, WEC staff received an Application for Approval of EVS 5.2.2.0 and EVS 5.3.2.0 from Election Systems and Software. WEC staff conducted the voting system testing campaign for EVS 5.2.2.0 May 8-10, 2017 in the WEC office. WEC Commissioners voted to approve the ES&S application at their June 2017 meeting.

During the reporting period WEC staff also received an application for voting equipment approval from Hart Intercivic. However, after it was discovered that the equipment to be tested could not accommodate Wisconsin statute §5.91(6), the application was withdrawn.

Addressing the need to replace aging electronic voting systems, WEC Commissioners decertified one piece of voting equipment during 2017. Commissioners voted to decertify the Optech Eagle tabulator as of December 31, 2018, after which it will no longer be used by any Wisconsin municipality. WEC staff contacted all affected counties and municipalities to inform them of the Commission's decision. Staff also worked with clerks to help them plan for replacing their Optech Eagle tabulators.

16. National Election and Voting System Standards: WEC staff actively participated in national efforts to define standards for future voting systems and IT systems used to administer elections in the United States.
  - Technical Guidelines Development Committee (TGDC): The TGDC was chartered by the U.S. Election Assistance Commission (EAC) to provide recommendations on voluntary standards and guidelines related to voting equipment and technologies. It is composed of 14 members selected from various standards boards and for their technical and scientific expertise related to voting systems and equipment. The National Association of State Election Directors (NASSED) selected a WEC staff member as its nominee on the TGDC and he served in that capacity until his departure from the WEC in March 2017.
  - TGDC Interoperability Working Group: The Technical Guidelines Development Committee (TGDC) chartered by the US Election Assistance Commission instituted an Interoperability Public Working Group to work on common data formats that allow the varied technical components used for administering elections to be able to exchange data and interoperate more effectively. WisVote IT Lead Sarah Whitt is a member of the Interoperability Public Working Group and is involved with several of the common data format projects including Election Business Process Modeling, Voter Records Interchange and Ballot Definition.
  - U.S. EAC Standards Board: Interim Administrator Michael Haas served on the EAC's Standards Board, composed of state and local election official representatives from each State and Territory. The Standards Board is charged with reviewing and providing input to the EAC related to the guidelines under which the EAC certifies voting systems as well as its guidance and best practices recommendations to local election officials.
17. Voting Equipment Audit: After each General Election, the WEC is statutorily required to audit the performance of each type of electronic voting equipment used in Wisconsin and determine the equipment's error rate in counting valid ballots. On November 11, 2016 a random draw of reporting units to be audited was conducted by staff and all municipalities selected to participate in the audit were notified on November 14, 2016. As part of the recount planning special teleconference meeting of the WEC, Commission members voted unanimously to postpone the audit until the completion of the statewide recount. At its December 14, 2016 meeting, the Commission approved a motion to exempt municipalities which conducted the Presidential recount by hand from having to complete the 2016 voting equipment audit as well as a motion to change the audit deadline to January 31, 2017.

Accessible voting equipment as well as tabulation equipment that was audited after the 2016 Presidential Election recorded and tabulated votes as expected and according to certification standards. The audit results indicated there were no identifiable bugs, errors, or failures of the tabulation voting equipment and discrepancies identified during the audit were the result of human error when conducting the audit. The issues identified with the Optech Eagle, which resulted from absentee voters using incorrect ballot marking devices, were due to the limitations of a legacy voting system and its inability to register non-carbon-based marks.

Despite these limitations, the equipment functioned as designed in all other instances during the audit.

18. Polling Place Accessibility Compliance:

- Polling Place Audits: Over the course of two statewide elections in 2016, accessibility auditors completed audits of 386 polling places in approximately 340 municipalities in 39 counties. Agency staff hired and trained temporary workers to conduct onsite accessibility compliance audits, a program that is unique in the nation.

Following each audit, staff reviewed the responses submitted by municipal clerks and helped to ensure that accessibility problems identified by the audits are resolved as quickly and cost-effectively as possible. In support of clerks' efforts to make polling places more accessible to voters with disabilities, agency staff distributed signs, page magnifiers, and other grant-funded accessibility supplies to municipalities.

Commission staff partnered with a member organization of the Accessibility Advisory Committee, Disability Rights Wisconsin (DRW), to staff the project for the Presidential Election. Seventeen teams, representing the three DRW field offices and consisting of 22 volunteers, participated in the project. In total, the teams from DRW completed 80 audits in 55 municipalities.

- Accessibility Advisory Committee: Agency staff organized and facilitated a meeting of the Accessibility Advisory Committee. This meeting was held in advance of the 2016 General Election in order to provide updates regarding preparations for the election, solicit input from representatives of disability advocacy organizations, and discuss how the agency can partner with those organizations to communicate with the public. Committee members heard presentations and discussed topics such as the polling place audit program, voting equipment testing, the Photo ID Law, accessibility components of the MyVote Wisconsin website and public outreach and education efforts.

19. Voter Felon Audit: The Voter Felon Audit is a State mandated 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. It is the final check in identifying potential felon participation in an election, should such activity not be caught through other statutory required processes, such as the felon list check by election officials at the polls.

The Voter Felon Audit for the November 8, 2016 General Election began on January 26, 2017. After running the matching process, the final comparison identified 111 potential matches. After DOC, clerks, and WEC staff completed their review, 79 matches were referred to county district attorney offices for further action. The Voter Felon Audit for the 2017 Spring Primary and Spring Election began after the current reporting period.

20. Voter Registrations and Cancellations: The WEC continued to receive a significant number of misdirected voter registration applications in FY 2016-17. The EL-131 Voter Registration form is processed at the local level by municipal clerks. However, some sources, including some national voter registration drives, list the WEC as the recipient. Individuals also find the WEC office address online or at the bottom of the form and sometimes send their registration applications into the agency. Processing these forms involves determining what municipality the voter resides in and forwarding the form to that clerk for processing. Agency staff received and processed approximately 5,100 of these forms in FY 2016-17, requiring an investment of staff time.

Staff also received notices from election officials in other states of voters who have moved from Wisconsin into their state and who have registered to vote there. These voter registrations are then cancelled in WisVote and their municipal clerks are notified. In FY 2016-17, staff received 6,347 cancellation notices.

21. BADGER Voters: Agency staff continued to process requests for WisVote data throughout FY 2016-17. The BADGER Voters website processed 746 initial data request quotes, of which 452 were purchased, generating \$275,859 in revenues. IT staff also implemented several improvements to the data request system to improve security and enhance the user experience. 2015 Wisconsin Act 261 required the WEC to implement a subscription service to provide electronic access to absentee ballot data entered in WisVote. Specifically, Wis. Stat. § 5.05(14)(b) mandates the subscription service to include updated absentee ballot data that must include the date on which an elector applied to vote by in-person absentee ballot, the date on which the clerk mailed an absentee ballot to the elector, and the date on which the elector returned the absentee ballot to the municipal clerk.
22. Wisconsin Elections Data Collection System (WEDCS): In fiscal 2017, municipal clerks completed EL-190 statistics reports for the 2016 Partisan Primary and General Election and the Spring Primary and Spring Election. Municipal and county clerks submitted the EL-191 election-specific cost report for those elections as well as the Annual Election Costs Report for 2017.

All of the data reports are conveyed electronically through WEDCS. The Wisconsin Election Data Collection System (WEDCS) is where local election officials provide a large variety of election-related statistics such as the number of registered voters in their municipality, the number of absentee ballots issued/returned/counted/rejected, etc. This data is used to respond to a number of local inquiries as well as national surveys like the US EAC's Election Administration and Voting Survey. Agency staff has begun design and development of the successor to WEDCS and will integrate election data collection into WisVote, the state voter registration system. Agency staff intend for the successor system to improve election statistics survey response rates, reduce submission errors, and ease data reporting for national surveys. Local election officials also submitted election cost data through WEDCS.

23. Canvass Reporting System: The Canvass Reporting System was used to certify election results in the two statewide elections and three special elections for state legislative office that occurred during the reporting period. County clerks must report election results for State and Federal offices to the State for certification. Twenty counties directly upload a file from their

tabulation systems into Canvass and the remaining counties hand-enter election results to be certified by the state. As of 2016 county clerks are required on election night to post all returns, by ward or reporting unit, on an Internet site maintained by the county no later than two hours after receiving the returns. Thirty counties use the Canvass Reporting System on election night to produce reports for the election night reporting requirements.

In 2017 the Commission began development the replacement system for reporting election results. The new system will be part of the WisVote election management functionality. In 2018 the Canvass Reporting System will be retired, and clerks will new election results functionality within the WisVote system.

24. Promulgation of Administrative Rules: Legal Counsel continued with the promulgation of administrative rules related to election administration in fiscal 2017. Legal Counsel continued to work on proposed administrative rules at various stages in the promulgation process. Significant progress on the promulgation of administrative rules, or proposed legislation in lieu of promulgation of administrative rules in certain topic areas is anticipated in 2018.
25. Assistance to Legislature: Agency staff provided information and answered questions from legislators and legislative staff regarding legislative proposals as well as specific inquiries from legislators and constituents regarding application of election laws. Staff assisted in preparing testimony for legislative hearings, and submitted fiscal estimates at the request of the Legislative Fiscal Bureau.
26. Legislative Agenda: Commission staff maintains an ongoing list of recommended changes to current laws identified by legislators, municipal and county clerks, and the public. Staff also regularly reviews and analyzes current statutes, administrative code, and Commission policies in order to identify potential changes that may improve efficiency, cost-effectiveness, public comprehension, and general policy administration. This list of recommendations is organized into three different categories: Major policy initiatives, minor policy initiatives, and technical changes.

In 2017, Commission staff identified two major policy initiatives. The first is related to voting equipment statutes in chapter 5, subchapter III. This subchapter of the statutes refers to antiquated voting equipment that utilizes levers or punch cards. These types of voting systems have been entirely replaced by electronic voting systems. Staff recommended that the legislature could revise this subchapter to remove references to antiquated technology.

The second major policy initiative relates to §6.86(1)(b). This provision sets forth the deadlines for requesting an absentee ballot. Under existing law there are three different deadlines for requesting an absentee ballot that depend on both the type of absent elector and the method by which the application is received. This multitude of deadlines has proven confusing for voters and election officials alike. Staff proposed that the Legislature could consider revising these deadlines by changing the deadline to 5:00 p.m. on the Thursday prior to Election Day for all mailed, emailed, or faxed requests and 5:00 p.m. or close of business on Friday for all in-person requests regardless of the type of absent elector.

27. Litigation: The WEC was involved in six major cases, three of which originated with the Government Accountability Board:
- *Enku Edgar Lin v. GAB and Kevin Kennedy*: Ballot access challenge on the issue of maximum number of signatures allowed to be submitted
  - *Jill Stein v. WEC, et al.*: The case sought an order to hand count all ballots during the statewide recount of the vote for President of the United States
  - *Great America PAC, Stop Hillary PAC, and Ronald Johnson v. WEC and Michael Haas*: This case sought to enjoin the statewide recount of the vote for President of the United States.
  - *Frank v. Walker*: Challenges to various aspects of Wisconsin's Voter Photo ID Law. This case is ongoing.
  - *One Wisconsin Institute v. Thomsen*: This case challenges almost all election law legislation passed in the State of Wisconsin since 2005. The case touches on many aspects of election administration such as absentee voting, in-person absentee voting, election observers, voter registration requirements and voter photo ID. This case is ongoing.
  - *Gill v. Whitford*: This case challenges the district maps put into place by the Wisconsin Legislature in 2012, and alleges that they constitute an unconstitutional gerrymander, based in part on a theory of a disparate impact on voters in certain demographic and racial categories. This case is awaiting a decision from the United States Supreme Court.

Litigation filings, discovery requests and hearings required significant effort and attention from Legal Counsel and agency staff, as well as consultations with the Department of Justice.

28. Biennial Budget Preparation: Staff prepared and submitted the 2017-2019 Biennial Budget Request on September 15, 2016 based on instructions to assume there will be zero growth in overall General Purpose Revenue appropriations in each fiscal year of the biennium and a five-percent reduction over all state operations appropriations. However, the agency also faces the end of its federal HAVA funding during the next biennium which supports 22 full time employees, four IT contractors and other program initiatives. At its August 2016 meeting, the Commission directed staff to submit a budget request which sustains current agency operations and services to local election officials, voters, candidates and the public. The Commission Chair, Administrator and Chief Administrative Officer held numerous meetings with key legislators, state budget officials and the Governor's office regarding the budget in late 2016 to and in 2017 to explain the agency's budget request.
29. STAR Project: Agency financial staff spent countless hours in fiscal 2017 creating new accounting structures in preparation for the State Transforming Agency Resources (STAR) Project which consolidated multiple outdated human resource, procurement and financial business IT systems into one efficient, transparent and modern enterprise-wide system. As with all new computer systems, there have been some significant challenges that the financial

staff continues to work through with the State Controller's Office, the State Budget Office and the STAR experts.



# Appendix C

## Wisconsin Elections Commission Administrator Position Description



**Elections Commission Administrator**  
(Position # 049511)

**POSITION SUMMARY**

Under the general policy direction of the Elections Commission, this individual is responsible for providing the administrative leadership and support necessary to enable the Commission to carry out its statutory functions with respect to the administration and enforcement of elections. The duties and responsibilities of this position are diverse in nature and include such activities as: implementation of Board policies and directives; law and rule interpretations; program planning; staff supervision; public and legislative contacts; and the development and improvement of record keeping and procedural systems.

This individual serves as a representative of the Commission and provides administrative leadership and support to the Commission in such areas as conduct of investigations; development of formal and informal opinions; administrative rule development; drafting and review of proposed legislation; data collection, analysis and dissemination; identification of problems which may require investigation or interpretation; preparation of special reports; preparation for Commission meetings; and in any other areas the Commission may assign.

**Duties and Responsibilities**

**A. Election Administration - Plan, organize and supervise the operation of the election administration responsibilities of the agency.**

1. This individual is responsible for the day-to-day administration of elections for the agency carrying out the agency responsibilities described in Chapters 5–10, and 12, Wisconsin Statutes.
2. This individual is responsible for the carrying out agency responsibilities and ensuring agency compliance under the following federal programs:
  - a. The Help America Vote Act of 2002 (42 U.S.C.15301 et seq.)
  - b. The Voting Rights Act of 1965 (42 U.S.C.1973 et seq.)
  - c. The Voting Accessibility for the Elderly and Handicapped Act (42 U.S.C. 1973ee et seq.)
  - d. The Uniformed and Overseas Citizens Absentee Voting Act (42 U.S.C. 1973ff et seq.)
  - e. The National Voter Registration Act of 1993 (42 U.S.C. 1973gg et seq.)
  - f. The Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)
  - g. The Rehabilitation Act of 1973 (29 U.S.C. 701 et seq.)
3. This individual establishes, administers and supervises the internal operating procedures for implementing the state and federal election-related responsibilities of the agency.

4. This individual is responsible for developing and maintaining the Election Administration Plan required by the Help America Vote Act of 2002 and Section 5.05 (10), Wisconsin Statutes to enable participation in federal financial assistance programs.
5. In consultation with the Commission, this individual shall appoint an individual to represent the state as a member of the federal Election Assistance Commission Standards Board. This individual shall also conduct and supervise a process for the selection of an election official by county and municipal clerks and boards of election commissioners to represent local election officials of the state as a member of the federal Election Assistance Commission Standards Board.
6. This individual is responsible for directing the conduct of investigations of citizen complaints filed pursuant to Sections 5.06, 5.061, Wisconsin Statutes. This individual shall prepare a report and recommendations for the resolution of the complaints by the Commission.
7. This individual is responsible for planning, organizing and supervising the preparation and revision of standard forms including ballot forms and forms specifically required pursuant to Section 7.08 Wisconsin Statutes.
8. This individual is responsible for the receipt and review of reports from municipal clerks related to suspected fraud pursuant to Section 7.15 (1)(g), Wisconsin Statutes. This individual shall prepare a report and recommendations for the resolution of the complaints by the Commission.
9. This individual is responsible for planning, organizing and supervising the administration of recounts for state and federal office pursuant to Section 9.01, Wisconsin Statutes. This individual also plans, organizes and supervises agency support for local election officials with respect to recount of local elections. This individual is responsible for the development of standard forms and procedures for the conduct of recounts pursuant to Section 9.01 (11), Wisconsin Statutes.
10. This individual is responsible for planning, organizing and supervising the administration of agency responsibilities with respect to recall efforts of state and federal elective officials pursuant to Section 9.10, Wisconsin Statutes. This individual also plans, organizes and supervises agency support for local election officials with respect to recall of local elective officials.
11. This individual is responsible for making public advisory opinions and records obtained in connection with requests for advisory opinions relating to matters under the jurisdiction of the Elections Commission. Section 5.05 (5s)(f)2.c., Wisconsin Statutes.

**B. Interpretation of Election Laws.**

1. Plan, organize and supervise the preparation of guidance, informal and formal advisory opinions by the on behalf of the Commission. Each advisory opinion shall include a citation to each statute or other law and each case or common law authority upon which the opinion is based, and shall specifically articulate or explain which parts of the cited authority are relevant to the Commission's conclusion and why they are relevant.
2. Upon authorization of the Board, this individual may issue an informal written advisory opinion or transmit an informal advisory opinion electronically on behalf of the Board, subject to such limitations as the Board deems appropriate. Every informal advisory opinion shall be consistent with applicable formal advisory opinions issued by the Board.
3. Plan, organize and supervise the preparation of administrative rules by the agency Legal Team required for promulgation by the agency pursuant to Sections 5.05 (1)(f), (2m)(c)12.; 5.905 (3); 5.93; 6.25 (3); 6.36 (6); 7.08 (1)(d); 7.31 (1); 7.315 (1), (2); 8.07; and 8.40 (3); Wisconsin Statutes.

**C. Investigation and Enforcement of Election Laws.**

1. Plan, organize, supervise and direct the conduct of investigations into possible violations of election laws under the jurisdiction of the Commission pursuant to Section 5.05 (2m)(a), Wisconsin Statutes including:
  - a. Complaints filed by persons alleging a violation of Chapters 5 to 10, 12 Wisconsin Statutes.
2. Pursuant to the conduct of investigations into possible violations election and other e requirements under the jurisdiction of the Commission:
  - a. Require any person to submit in writing such reports and answers to questions relevant to the proceedings as the Commission may prescribe, such submission to be made within such period and under oath or otherwise as the Commission may determine.
  - b. Order testimony be taken by deposition before any individual who is designated by the Commission and has the power to administer oaths, and, in such instances, to compel testimony and the production of evidence in the same manner as authorized by Section 5.05 (1)(b), Wisconsin Statutes
  - c. Pay witnesses the same fees and mileage as are paid in like circumstances by the courts.
3. Review reports of investigators hired on behalf of the Commission and provide advice with respect to:

- a. Continuation of an investigation.
  - b. Use of subpoena power in furtherance of an investigation.
  - c. Expansion of an investigation.
  - d. Referral of an investigation.
4. Provide the Commission with advice concerning findings of frivolous complaints, reasonable suspicion to proceed with an investigation and probable cause to believe a violation of Chapters 5 to 10, 12 Wisconsin Statutes has occurred.
  5. Supervise and direct the preparation of preliminary written findings of fact and conclusions based on investigations conducted on behalf of the Commission, make a determination of whether or not probable cause exists to believe that a violation has occurred or is occurring. If no probable cause exists, recommend dismissal of the complaint.
  6. Plan, organize, supervise and direct the prosecution of civil enforcement actions for violations of election and other requirements under the jurisdiction of the Commission pursuant to Section 5.05 (2m)(a), Wisconsin Statutes.
    - a. Advise the Commission on the selection and employment of special counsel.
    - b. Provide assistance to the special counsel as may be required by the counsel to carry out his or her responsibilities.
    - c. Provide advice to the Commission with respect to referrals to the appropriate district attorney to prosecute a civil complaint or pursue criminal enforcement for violations of election and other requirements under the jurisdiction of the Commission.
    - d. Review and provide advice to the Commission with respect to reports of special counsel, a district attorney or the attorney general concerning any action taken regarding the referral of a matter by the Commission.
  7. Develop administrative rules prescribing categories of civil offenses which the Commission will agree to compromise and settle without a formal investigation upon payment of specified amounts by the alleged offender.

**C. Training - Plan, organize and supervise the operation of the election-related training responsibilities of the agency.**

1. This individual is responsible for planning, organizing and supervising the implementation of the agency information and training responsibilities to explain

the election laws and the forms and rules of the Commission, to promote uniform procedures and to assure that clerks and other election officials are made aware of the integrity and importance of the vote of each citizen set out in Sections 5.05 (7), 7.31, 7.315, Wisconsin Statutes.

2. This individual is responsible for planning, organizing and supervising the implementation of voter information and education programs on behalf of the agency to inform electors about voting procedures, voting rights, and voting technology and educating electors who cast paper ballots, ballots that are counted at a central counting location, and absentee ballots of the effect of casting excess votes for a single office pursuant to Section 5.05 (12), Wisconsin Statutes.

**C. Voter Registration - Plan, organize and supervise the operation of the voter registration responsibilities of the agency.**

1. This individual is responsible for planning, organizing and supervising the design and maintenance of the official statewide voter registration list pursuant to Section 5.05 (15), Wisconsin Statutes.
2. This individual is responsible for planning, organizing and supervising the implementation of the official statewide voter registration list and ensuring all municipalities use the list in every election and adhere to procedures established by the Commission for proper maintenance of the list pursuant to Section 5.05 (15), Wisconsin Statutes.
3. This individual is responsible for the appointment and training of special voter registration deputies pursuant to Sections 6.26 (2)(b), 7.315 (1), Wisconsin Statutes.
4. This individual shall enter into the agreement with the Secretary of Transportation specified under Section 85.61 (1) Wisconsin Statutes to match personally identifiable information on the official registration list maintained by the Commission under Section 6.36 (1), Wisconsin Statutes with personally identifiable information maintained by the Department of Transportation.
5. This individual is responsible for certifying the poll list for each election pursuant to Section 6.36 (2)(a), Wisconsin Statutes.
6. This individual is responsible for planning, organizing and supervising the implementation of the Department of Corrections list comparison pursuant to Section 6.56 (3m), Wisconsin Statutes.

**D. Ballot Access - Plan, organize and supervise the operation of the ballot access responsibilities of the agency.**

1. This individual is responsible for planning, organizing and supervising the ballot access responsibilities of the agency pursuant to Sections 8.10, 8.15, 8.18, 8.20, 8.50, Wisconsin Statutes.
2. This individual is responsible for establishing internal operating procedures to ensure timely and thorough review of candidate ballot access documents.
3. This individual is responsible for establishing internal operating procedures to ensure timely certification of candidates for state and federal office along with state referenda questions including proposed amendments to the Wisconsin Constitution.
4. This individual shall prepare a report and recommendations for the resolution of any ballot access challenges by the Commission.

**E. Certification - Plan, organize and supervise the certification of election results on behalf of the agency.**

1. This individual is responsible for planning, organizing and supervising the conduct of the canvass of state and federal election results pursuant to Sections 7.60, 7.70, Wisconsin Statutes.
2. This individual is responsible for establishing internal operating procedures to ensure timely and thorough review of county canvass reports along with accurate and timely preparation of the official state canvass of election results.
3. This individual is responsible for planning, organizing and supervising the preparation, signing and distribution of certificates of election for state and federal office to candidates and the appropriate federal officials pursuant to Section 7.70, Wisconsin Statutes.
4. This individual is responsible for planning, organizing and supervising the preparation of reports summarizing election statistics gathered pursuant to Sections 6.275, 6.276, Wisconsin Statutes and the Help America Vote Act of 2002.

**E. Legislation.** At the direction of and in consultation with the Commission:

1. Review legislation and legislative action.
2. Suggest changes in law for remedial legislation.
3. Develop fiscal and technical notes for legislation and bill analysis as required.
4. Appear before legislative committees as required.

**F. Voting Equipment - Plan, organize and supervise agency responsibilities for the approval and security of electronic voting equipment.**

1. This individual is responsible for planning, organizing and supervising the approval of electronic voting equipment used in the state pursuant to Sections 5.40 (7), 5.91. 5.93, Wisconsin Statutes.
2. This individual is responsible for establishing internal operating procedures to ensure timely and thorough testing and review of electronic voting equipment submitted for approval for use in the state.
3. This individual shall prepare a report and recommendations to the Commission for the approval of electronic voting equipment submitted for approval for use in the state.
4. This individual is responsible for the establishment and maintenance of electronic voting equipment software component escrows pursuant to Section 5.905, Wisconsin Statutes.

**G. Disability Access - Plan, organize and supervise agency responsibilities to promote access to the electoral process for individuals with disabilities.**

1. This individual is responsible for planning, organizing and supervising the resources of the Election Commission to ensure access to the electoral process for individuals with disabilities.
2. This individual is responsible for applying for federal funds pursuant to Section 261 of the Help America Vote Act to obtain and utilize financial resources to ensure access to the electoral process for individuals with disabilities.
3. This individual shall prepare a report and recommendations to the Legislature on the impediments to voting faced by the elderly and individuals with disabilities pursuant to Section 5.25 (4)(d), Wisconsin Statutes.

**H. Commission Finances and Operations - Plan, organize and supervise the financial responsibilities and obligations of the Election Commission.**

1. This individual is responsible for planning, organizing and supervising the financial responsibilities of the Election Division to ensure compliance with state and federal budget and procurement requirements.
2. This individual is responsible for establishing internal operating procedures to ensure the proper tracking and recording of all purchases, receipts and other financial transactions of the Election Division in the following budget accounts:
  - a. General program operations, General purpose revenue [20.510 (1)(a)]

- b. Training of chief inspectors, General purpose revenue [20.510 (1)(bm)]
  - c. Voting system transitional assistance, General purpose revenue [20.510 (1)(c)]
  - d. Election administration transfer, General purpose revenue [20.510 (1)(d)]
  - e. Recount fees, Program revenue [20.510 (1)(g)]
  - f. Materials and services, Program revenue [20.510 (1)(h)]
  - g. Election administration, Segregated fund [20.510 (1)(t)]
  - h. Federal aid, Segregated fund- Federal [20.510 (1)(x)]
3. This individual shall prepare the biennial operating budget for the Elections Commission for approval by the Commission.

**I. Staff Supervision and Support - Plan, organize and supervise the activities and responsibilities of the permanent and temporary staff of the Elections Commission.**

- 1. Hire, supervise training, set goals and objectives, evaluate performance, and manage personnel matters of the Election Commission staff
- 2. Provide leadership for the effectiveness and improvement of the health and safety program by developing a proper attitude toward health and safety in self and those supervised, and participating in all aspects of the health and safety program.
  - a. Furnish the safeguards and resources required to ensure a healthy and safe workplace.
  - b. Ensure all operations are performed with the utmost regard for the health and safety of all personnel involved.
  - c. Comply with all rules and regulations and continuously practice safety while performing all duties.
- 3. Advance equal employment opportunity and affirmative action principles in the program operations of the agency and the management of the employees.
  - a. Uphold federal and state equal opportunity laws by recognizing and taking active steps to eliminate work unit discrimination based on an employee's protected status (e.g., race, religion, gender, marital status, sexual orientation, arrest or conviction record, age, political affiliation, national origin or ancestry, creed, disability, or membership in the national guard, state defense force or any other reserve component of the military of the United States or this state).

(January, 2016)

# Appendix D

## Recommendations for Legislation of the Wisconsin Elections Commission



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
STEVE KING  
DON MILLIS

ADMINISTRATOR MICHAEL HAAS

MARK L. THOMSEN, CHAIR

## MEMORANDUM

**DATE:** March 22, 2017

**TO:** Members, Wisconsin Legislature

**FROM:** Michael Haas  
Interim Administrator

**SUBJECT:** March 14, 2017 Approved WEC Legislative Agenda

### Background

This memo outlines legislative items which the Wisconsin Elections Commission (WEC) adopted as part of its legislative agenda for 2017 – 2018. The WEC directed Commission staff to communicate these recommendations to the Legislature and to include these items in the Commission's annual report.

### Introduction

Commission staff maintains an ongoing list of recommended changes to current laws identified by legislators, municipal and county clerks, and the public. Staff also regularly reviews and analyzes current statutes, administrative code, and Commission policies in order to identify potential changes that may improve efficiency, cost-effectiveness, public comprehension, and general policy administration. The recommended changes below are those which staff believes would improve administrative processes, provide clarity or simplification to existing policies and procedures, or update policies to reflect modern practices. The Commission approved the following recommendations at its meeting of March 14, 2017, and may consider additional recommendations at future meetings.

The recommendations are organized into three categories:

*Major Policy Initiatives* are changes the Commission highly recommends because they would likely significantly improve election administration and have a substantially positive impact on those affected by the policy, or policies for which the Government Accountability Board previously demonstrated strong support.

*Minor Policy Initiatives* include the changes that would improve election administration and represent minimal policy decisions, such as improving efficiency or providing clarity.

*Technical Changes* are recommendations that address issues of inconsistency in the laws or drafting oversights.

## **MAJOR POLICY INITIATIVES**

1. Provisions related to electronic poll lists. The Commission has identified several provisions which could be created or amended to facilitate the implementation of electronic poll lists. These include the following:
  - A. § 5.02: Add definitions of “electronic poll book” and “electronic poll list” to the statutory definitions.
  - B. § 7.23(1)(e): Add language permitting electronic poll books to be cleared or erased after the deadline for filing a recount petition has passed but requiring the transfer of all data required to reproduce the voter list to a disk or other recording medium which may be destroyed 22 months after the election, consistent with other retention requirements.
2. §§ 8.15(1) and 10.06(1)(h). These provisions establish the window for circulation of nomination papers and the deadline for the Commission to certify the candidates to appear on the Partisan Primary ballot. Wisconsin Administrative Code EL 2.07 provides for challenges to nomination papers to be filed up to three calendar days following the nomination paper deadline. Depending on the year, this means the Commission has between four and six business days to review and decide challenges to ballot access. The Government Accountability Board previously directed staff at its June 2014 meeting to request the Legislature allow for more time between the candidate filing deadline and the deadline to certify ballot arrangement so as to allow for more thoughtful consideration of ballot access challenges. As there is not sufficient time in the calendar to move the candidate certification deadline later without changing the ultimate date of the election, the only practical option is to move the circulation period up. Commission staff recommends changing the first day to circulate nomination papers from April 15 to April 10, which would keep the first day to circulate nomination papers still after the spring election, and moving the filing deadline from June 1 to the last Tuesday in May.

## **MINOR POLICY INITIATIVES**

### Chapter 6

3. §§ 6.22(5), 6.24(7). These provisions provide that military and permanent overseas voters obtain the signature of a U.S. citizen witness when voting their absentee

ballot. This commonly causes complaints from voters who do not have a US citizen easily available. The Government Accountability Board previously recommended retaining the witness signature, but removing the requirement that the witness be a U.S. citizen. According to a 2012 study by the PEW Center for the States, only four states required any sort of witness signature for military and overseas absentee ballots (Alabama, Alaska, Virginia, and Wisconsin), and Wisconsin may be the only state which requires the witness to be a U.S. citizen. The Legislature could consider modifying or removing the witness requirement to ensure that military and permanent overseas absentee voters can vote their ballots without needing to find another U.S. citizen.

4. §§ 6.275 and 6.33(5). These provisions provide deadlines for reporting certain statistics, and recording voter participation and registration following an election, respectively. In practice, and particularly in larger municipalities, clerks complete entering voter registrations and recording voter participation in WisVote in order to provide accurate statistics. The 30-day deadline to report statistics and the 45-day deadline (60 days with an approved waiver) to enter voter registrations and record voter participation after general elections is inconsistent with current practices by many clerks. Clerks have 30 days to enter voter registrations and record participation after spring primaries, spring elections, partisan primaries, and special elections. Virtually all clerks are able to comply with both deadlines for elections other than general elections; however, many clerks struggle to meet the 60-day deadline after general elections. The Legislature could address this issue by clarifying that the deadline for reporting statistics coincides with the deadline to enter voter registrations and record voter participation in WisVote, as defined in Wis. Stat. § 6.33(5).
5. § 6.34(3). This provision outlines the types of acceptable documents for proof of residence (POR) for the purpose of voter registration. In recognition of the broad move to replace paper documents with electronic documents, the Government Accountability Board previously authorized the acceptance of electronic versions of each acceptable proof of residence document. The Legislature could specifically authorize electronic proof of residence to be consistent with current practices and Board policy, as well as clarify the types of authorized POR to include other modern and common types of documents such as a cellphone bill, or internet service bill, or document from a financial institution.
6. § 6.36(1)(b)1.a. This provision establishes information related to a voter record that must remain confidential. This list includes a voter's date of birth, operator license number, social security number, and any accommodation required for the individual to voter. The address of a confidential voter is also confidential. The voter registration application also includes a place for a voter to list a phone number and email address. However, these are fields are not required for a clerk to process a voter registration application. The Legislature could consider revising this provision in order to add phone number and email address to the list of confidential information that is not available for release through public record requests. The

Legislature may also wish to clarify that a state-issued identification card number is also confidential by replacing *operator license number* with *driver license or state-issued identification card number*.

#### Chapter 7

7. § 7.41. This section provides for the public's right to be present at the clerk's office, alternate absentee voting sites, and polling places in Wisconsin to observe all public aspects of the election process. A growing concern among voters and observers is the ability of observers to take photos or record video of what occurs at these sites. Agency policy and draft administrative rules currently prohibit observers from photographing or recording video at these locations. The Legislature could consider explicitly setting forth the Legislature's position on photography and video recording in these places in this section.

#### Chapter 12

8. § 12.13(1)(f). This provision prohibits an elector from showing any person his or her marked ballot. Recent court cases have called into question the constitutionality of such a prohibition, particularly in the context of publicly sharing photos of a voted ballot via social media. The Legislature could consider revising or repealing this provision to avoid unnecessary litigation.

### **TECHNICAL CHANGES**

#### Chapter 6

9. § 6.50(2r)(b). This provision lists the information the Commission must provide regarding the four-year voter list maintenance process. Specifically, this item is the number of postcards returned to the Commission as undeliverable. While the Commission would be sending out the postcards, the undeliverable mailings go to the municipal clerk. The Legislature could correct this issue by either striking the words "to the commission" or replacing that phrase with "to the (municipal) clerk."
10. § 6.96. This provision relates to the voting procedure for electors voting pursuant to a federal court order. The Legislature could revise this provision to require that the same notation shall appear resulting from an extension of voting hours by a circuit court as currently required after a federal court extension.

#### Chapter 7

11. § 7.52(3)(b). This section lists the reasons for which an absentee ballot may be rejected by the board of absentee ballot canvassers. 2015 Act 261 recently added the lack of the witness' address to the list of reasons an absentee ballot may be rejected at the polls, but did not make a similar adjustment to this section. For

consistency of administration, the Legislature could consider modifying 7.52(3)(b) to include this additional reason for rejection of the absentee ballot.

Chapters Not Administered by the Wisconsin Elections Commission

12. § 59.23(2)(s). This provision requires county clerks to provide a list of local officials to the Secretary of State. This information would help the Commission maintain accurate information on current office holders and election administration. The Legislature could revise this provision by requiring county clerks to also provide this list to the Commission, or require the Secretary of State to forward a compiled report to the Commission.
  
13. § 66.0217(9). This provision requires a municipality that annexes territory to file a copy of the related ordinance with the Secretary of State. The Secretary of State is required to forward copies of that ordinance within 10 days of receipt to the Departments of Administration, Revenue, Public Instruction, Natural Resources, Transportation, Agriculture, and Trade and Consumer Protection. The Legislature could add Commission to the list of agencies that receive a copy of the ordinance, certificate, and plat from the Secretary of State in order to ensure accurate and current district boundaries recorded in the statewide voter registration system. The G.A.B. previously approved this recommendation.



# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

**DATE:** For the March 13, 2018 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared and Presented by:  
Robert Williams  
Elections Specialist

**SUBJECT:** Legislative Status Update

## NEW STATE LEGISLATION

1. *Assembly Bill 738 and Senate Bill 629: Allowing the use of a corroborating witness to establish elector proof of residence.*

Sponsors: Minority. This bill permits an individual who cannot provide proof of residence through one of the specified documents to register if another elector who lives with the individual and who can provide proof of residence through one of the specified documents corroborates the residence of the individual.

AB 743 introduced in the Assembly on December 13, 2017 and referred to Committee on Campaigns and Elections. SB 629 introduced in the Senate on December 7, 2017 and referred to the Committee on Elections and Utilities.

2. *Assembly Bill 743: Institution of a post-election risk-limiting audit pilot program for Wisconsin elections.*

Sponsors: Minority. Beginning with the 2018 partisan primary, this bill requires the Elections Commission to conduct risk-limiting audits of voting equipment following each regularly scheduled primary and general election until the spring of 2020. After this time, risk-limiting audits would be performed based on rules promulgated by the Elections Commission.

AB 743 introduced in the Assembly on December 13, 2017 and referred to the Committee on Campaigns and Elections.

3. *Assembly Bill 840 and Senate Bill 721: Clarifications related to municipal boundary information.*

Introduced by Law Revision Committee. This remedial legislation proposal clarifies current duties for municipal clerks related to notifying counties of municipal boundary changes.

AB 840 passed by the Assembly on January 23, 2018. SB 721 introduced in the Senate on January 19, 2018 and referred to the Committee on Senate Organization.

4. *Assembly Bill 925: Regarding the duties of Special Voting Deputies at retirement homes that are part of a multiple-use facility.*

Sponsors: Majority. Under current law, Special Voting Deputies are required to be dispatched only to “qualified” retirement homes and care facilities. This bill clarifies that Special Voting Deputies may not serve voters residing in a retirement home unit of a multiple use facility if the unit is not qualified by the municipal clerk.

AB 925 passed by the Assembly on February 22, 2018. The Senate has yet to take action on the bill.

5. *Assembly Bill 947: Modifications to state law regarding ballots cast by overseas and military voters.*

Sponsors: Majority. This bill modifies current law regarding the voting procedures for military and overseas electors so that the law is in substantial compliance with the federal Uniformed and Overseas Citizens Absentee Voting Act. The bill permits temporary overseas elector to receive an absentee ballot electronically, and to use the Federal Write-In Absentee Ballot. Current law is also modified under this bill such that an individual signing the witness certification for an absentee ballot cast by a military or overseas elector need not be a U.S. citizen.

AB 947 passed by the Assembly on February 22, 2018. The Senate has yet to take action on the bill.

6. *Senate Bill 782: Timeline for calling special elections as a result of legislative vacancies.*

Sponsors: Minority. This bill changes current statutes to specify that a special election for a vacant legislative office must be ordered by the Governor within 60 days of the date that the vacancy occurs.

SB 782 introduced in the Senate on February 7, 2018 and referred to the Committee on Elections and Utilities.

7. *Senate Bill 829: Prohibiting a judge from concurrently holding a nonjudicial public office.*

Sponsors: Majority. This bill provides that a judge of any court of record in Wisconsin may not hold a nonjudicial public office while serving in the judicial office to which the judge was appointed or elected, for the duration of the term.

SB 829 introduced in the Senate on February 21, 2018 and referred to the Committee on Elections and Utilities.

**PREVIOUS STATE LEGISLATION – CHANGE IN STATUS**

1. *Assembly Bill 85 and Senate Bill 66: Allowing a local public official to serve as an election inspector.*

Sponsors: Minority. This bill provides that an individual holding a local public office may be appointed to serve as an election official without having to vacate the local public office. Current law prohibits an individual from serving as an election official at an election for which the individual is a candidate. The bill does not change that prohibition.

AB 85 passed by the Assembly on January 16, 2018 and passed by the Senate on February 20, 2018.

2. *Assembly Bill 129 and Senate Bill 753: Removing the requirement that a classified service employee take a leave of absence to run for office.*

Sponsors: Minority. This bill removes the requirement that a person employed in the classified service who runs for a partisan political office take a leave of absence during the campaign period for that office. The bill maintains the requirement under current law that the person separate from the classified service if elected.

AB 129 introduced in the Assembly and referred to the Assembly Committee on Campaigns and Elections on March 7, 2017. SB 753 introduced in the Senate on January 29, 2018 and referred to the Committee on Government Operations, Technology, and Consumer Protection.

3. *Assembly Bill 268 and Senate Bill 195: School board referendums to exceed revenue limit applicable to a school district.*

Sponsors: Majority. This bill limits to five consecutive school years the number of years for which a school board may seek approval from voters in the school district to increase the revenue limit applicable to the district.

AB 268 public hearing held on June 15, 2017. SB 195 passed by the Committee on Government Operations, Technology, and Consumer Protection on January 11, 2018.

4. *Assembly Bill 330 and Senate Bill 278: Rule making authority of certain agencies.*

Sponsors: Majority. This bill prohibits a commission or board, including a credentialing board, that has not taken any action with respect to the promulgation of a rule in ten years or more from taking any such action in the future unless a subsequent law specifically authorizes it to do so.

AB 330 passed by the Assembly on November 7, 2017. AB 330 passed by the Senate on February 20, 2018. SB 278 voted out of Committee on October 24, 2017.

5. *Assembly Bill 332 and Senate Bill 260: Signature requirement for nomination of candidates to school board in school districts that contain territory lying within a second-class city.*

Sponsors: Majority. This bill permits the annual meeting of a common or union high school district or the school board of a school district to adopt a resolution to reduce the number of signatures required on nomination papers submitted by candidates for school district officer. This bill permits the number of signatures that must be obtained to be reduced by resolution to not less than 20 and not more than 100 if the school district territory lying within the second-class city or cities is less than or equal to 10 percent of the school district's territory.

AB 332 passed by the Assembly on January 16, 2018. AB 332 passed by the Senate on February 20, 2018. SB 260 approved by the Committee on Elections and Utilities on January 10, 2018.

6. *Assembly Bill 361 and Senate Bill 625: Requiring a local referendum to impose a wheel tax.*

Sponsors: Majority. This bill provides that a county or municipal vehicle registration fee, commonly known as a wheel tax, may be imposed only if approved by a majority of electors voting in a referendum at a regularly scheduled election.

AB 361 public hearing held on December 14, 2017. SB 625 introduced in the Senate on December 7, 2017 and referred to the Committee on Economic Development, Commerce, and Local Government.

7. *Assembly Bill 637 and Senate Bill 524: Using an electronic voting machine to cast a vote with an in-person absentee ballot.*

Sponsors: Bipartisan. This bill authorizes a municipality to allow its electors to vote before election day by using an electronic voting machine to cast an in-person absentee ballot. This bill also requires the Elections Commission to certify electronic voting equipment that is capable of scanning ballots and electronically capturing write-in votes.

AB 637 passed by the Assembly on February 20, 2018. A public hearing on SB 524 was held on February 1, 2018.

#### **PREVIOUS STATE LEGISLATION – NO CHANGE IN STATUS**

1. *Assembly Bill 33 and Senate Bill 294: Requiring a municipal judge to be a licensed Wisconsin attorney.*

Sponsors: Minority. Beginning on January 1, 2018, this bill requires a person seeking to be elected or appointed as a municipal judge to be an attorney licensed to practice in this state and a member in good standing of the State Bar of Wisconsin.

AB 33 introduced in the Assembly and referred to Assembly Committee on Judiciary on January 20, 2017. SB 294 introduced in the Senate on June 15, 2017 and referred to the Committee on Judiciary and Public Safety.

2. *Assembly Bill 44 and Senate Bill 13 and Senate Bill 500: Legislative and congressional redistricting.*

Sponsors: Minority. This bill creates a new procedure for the preparation of legislative and congressional redistricting plans. The bill directs the Legislative Reference Bureau (LRB) to draw redistricting plans based upon standards specified in the bill and establishes a Redistricting Advisory Commission to perform certain tasks in the redistricting process. The bill also makes various other changes to the laws governing redistricting.

AB 44 introduced in the Assembly on January 31, 2017. SB 13 introduced in the Senate on January 26, 2017. SB 500 introduced in the Senate on October 27, 2017.

3. *Assembly Bill 223: Prohibiting offers of employment in exchange for not seeking an elective state or local office and providing a criminal penalty.*

Sponsors: Minority. This bill prohibits a state or local public official or candidate to offer employment to another individual in order to induce the individual not to seek election to the same office held by the official or sought by the candidate.

AB 223 introduced in the Assembly and referred to Assembly Committee on Campaigns and Elections on April 10, 2017.

4. *Assembly Bill 257 and Senate Bill 166: Requiring candidates for president or vice president to file tax returns with the Elections Commission.*

Sponsors: Minority. This bill requires each candidate for president or vice president to submit with his or her declaration of candidacy copies of the candidate's federal tax returns for the three most recent years for which the candidate filed such returns.

AB 257 introduced in the Assembly and referred to Assembly Committee on Campaigns and Elections on April 20, 2017. SB 166 introduced in the Senate and referred to Senate Committee on Elections and Utilities on April 13, 2017.

5. *Assembly Bill 269 and Senate Bill 194: Scheduling of school district referendums to exceed revenue limits.*

Sponsors: Majority. With exceptions, this bill permits a school board to schedule a referendum for the purpose of increasing the school district's revenue limit only concurrent with a spring election or with the general election and only if the election falls no sooner than 70 days after the date on which the board adopts and files a resolution to that effect.

AB 269 public hearing held June 15, 2017. SB 194 introduced and referred to Senate Committee on Elections and Utilities on April 20, 2017.

6. *Assembly Bill 322 and Senate Bill 229: Authorization for electors to vote in the primary of more than one political party.*

Sponsors: Minority. This bill permits a voter in a partisan primary to “split tickets,” designating the candidate of his or her choice for each office, including the offices of Governor and Lieutenant Governor, regardless of party affiliation. The bill also allows a voter to vote for independent candidates for one or more state offices in a partisan primary, in addition to party candidates for one or more state or county offices. Under the bill, a voter may still vote for only one candidate for each office. The voting procedure at the general and other partisan elections is unaffected by the bill.

AB 322 referred to Assembly Committee on Campaigns and Elections on May 16, 2017. SB 229 referred to Senate Committee on Elections and Utilities on May 4, 2017.

7. *Assembly Bill 375: Review and modification of voter registration lists.*

Sponsors: Minority. This bill eliminates the Elections Commission’s responsibility to change the registration status of electors who have not voted within the previous four years from eligible to ineligible under certain circumstances.

AB 375 referred to Assembly Committee on Campaigns and Elections on June 6, 2017.

8. *Assembly Bill 578 and Senate Bill 482: Related to increasing the funding to the Elections Commission for Elections Administration positions.*

Sponsors: Minority. This bill increases the amount appropriated to the Elections Commission by \$304,100 in each year of the 2017-19 biennium in order to increase the number of FTE positions authorized to the Elections Commission by 5.0 FTE positions.

AB 578 introduced in the Assembly on October 24, 2017. SB 482 introduced in the Senate on October 27, 2017. Both bills remain in committee.

9. *Assembly Bill 609: Automatic voter registration and the integration of registration information with information maintained by the Department of Transportation and other state agencies and granting a rule making authority.*

Sponsors: Minority. This bill requires the Elections Commission to facilitate the registration of all eligible electors of this state and maintain the registration for so long as they remain eligible. The bill directs the Commission to enter in to an information sharing agreement with the DOT whereby the DOT would transfer specified personally identifiable information to the Commission.

AB 609 introduced in the Assembly on November 2, 2017 and referred to Committee on Campaigns and Elections.

10. *Assembly Bill 639 and Senate Bill 539: Allowing an elector to show his or her marked ballot.*

Sponsors: Bipartisan. This bill eliminates the prohibition, under current law, placed on electors related to showing their marked ballot to any other person.

AB 639 introduced in the Assembly on November 14, 2017 and referred to the Committee on Campaigns and Elections. SB 539 introduced in the Senate on November 20, 2017 and referred to the Committee on Elections and Utilities.

11. *Senate Bill 498: Creating a criminal penalty for deceptive election practices.*

Sponsors: Minority. This bill prohibits any person from knowingly providing false election related information with the intent to encourage an individual to refrain from registering to vote or from voting at an election.

SB 498 introduced in the Senate on October 27, 2017 and referred to the Committee on Elections and Utilities.

12. *Senate Bill 499: Allowing an elector to use an affidavit as Proof of Identification to vote.*

Sponsors: Minority. This bill provides that an affidavit executed by an elector affirming their identity is proof of identification for voting purposes. This bill also eliminates the requirement that the Department of Transportation provide an identification card without charge to anyone who want the card for voting purposes.

SB 499 introduced in the Senate on October 27, 2017 and referred to the Committee on Elections and Utilities.

13. *Senate Bill 500: Changes in the procedure of Legislative and Congressional redistricting plans.*

Sponsors: Minority. This bill creates a new procedure for the preparation of Legislative and Congressional redistricting plans. The Legislative Reference Bureau would be directed to draw redistricting plans based upon standards specified in the bill.

SB 500 introduced in the Senate on October 27, 2017 and referred to the Committee on Elections and Utilities.

14. *Assembly Joint Resolution 2 and Senate Joint Resolution 3: Deleting from the state constitution the Office of State Treasurer.*

Sponsors: Majority. This constitutional amendment, to be given second consideration by the 2017 legislature for submittal to the voters in April 2018, was first considered by the 2015 legislature in 2015 Assembly Joint Resolution 5, which became 2015 Enrolled Joint Resolution 7. If enrolled on second consideration, the proposed constitutional amendment would be scheduled for a statewide referendum at the 2018 Spring Election.

AJR 2 was tabled on March 9, 2017. SJR 3 was passed by the Senate on March 7, 2017 and by the Assembly on March 9, 2017. As a result, the proposed constitutional amendment will appear on the ballot as a statewide referendum at the 2018 Spring Election.

15. *Assembly Joint Resolution 7 and Senate Joint Resolution 10: An advisory referendum on legalization of medical marijuana.*

Sponsors: Minority. This joint resolution calls for an advisory referendum on the question of whether Wisconsin should allow for the uses of and safe access to marijuana for medical purposes by individuals with debilitating medical conditions with a written recommendation from a licensed Wisconsin physician. The referendum is to be held at the next general election occurring not sooner than 45 days after adoption of the resolution.

AJR 7 referred to Assembly Committee on Health on February 20, 2017. SJR 10 referred to Committee on Senate Organization on February 15, 2017.

16. *Assembly Joint Resolution 11: To amend section 12 of article VIII of the constitution relating to funding in bills placing requirements on local governmental units (first consideration).*

Sponsors: Majority. This constitutional amendment, proposed to the 2017 legislature on first consideration, prohibits the legislature from passing any bill that places a requirement on a local governmental unit unless the bill contains an appropriation that reimburses the local governmental unit for the full cost of complying with the requirement. The amendment does not prohibit the governor from vetoing an appropriation contained in a bill that creates such a requirement. A proposed constitutional amendment requires adoption by two successive legislatures, and ratification by the people, before it can become effective.

AJR 11 referred to Assembly Committee on Constitution and Ethics on February 27, 2017.

17. *Assembly Joint Resolution 35 and Senate Joint Resolution 24: Wisconsin legislative resolution to restore free and fair elections in the United States and to apply to Congress for a limited national convention for the exclusive purpose of proposing an amendment to the U.S. Constitution that would restore balance and integrity to our elections.*

Sponsors: Minority. A petition to the U.S. Congress to call a Constitutional Convention to restore balance and integrity to elections by proposing an amendment to the U.S. Constitution that would permanently protect elections in the United States of America by addressing issues raised by the decision of the U.S. Supreme Court in *Citizens United v. Federal Election Commission*, 130 S. Ct. 876 (2010), and in related cases and events.

AJR 35 referred to Assembly Committee on Constitution and Ethics on April 24, 2017. SJR 24 referred to Senate Committee on Elections and Utilities on March 29, 2017.

18. *Assembly Joint Resolution 47 and Senate Joint Resolution 53: A constitutional amendment to establish and ensure the rights of crime victims (first consideration).*

Sponsors: Bipartisan. This first consideration constitutional amendment provides for a 19-point list of rights for victims of crime in this state. The constitutional amendment also authorizes the victim to enforce his or her rights in court, and the attorney for the government in the case involving the victim may seek enforcement of the victim's rights upon request of the victim.

AJR 47/SJR 53 public hearing held on June 15, 2017. AJR 47 was tabled on November 9, 2017. SJR 53 passed by the Senate and Assembly as of November 9, 2017. Since SJR 53 relates to a proposed state constitutional amendment, it must be passed once more by both houses of the Legislature before being presented as a statewide referendum.

19. *Assembly Joint Resolution 53 and Senate Joint Resolution 54: An advisory referendum on an amendment to the U.S. Constitution.*

Sponsors: Minority. This resolution places a question on the November 2018 ballot to ask the people if Congress should propose an amendment to overturn *Citizens United v. F.E.C.*

AJR 53 introduced and referred to Assembly Committee on Constitution and Ethics on May 22, 2017. SJR 54 introduced and referred to Senate Committee on Financial Services, Constitution, and Federalism on June 2, 2017.

20. *Assembly Joint Resolution 68 and Senate Joint Resolution 65: To amend so as in effect to repeal section 13 of Article XIII of the Constitution, eliminating constitutional restrictions on marriage (first consideration).*

Sponsors: Minority. This constitutional amendment eliminates the constitutional restriction that only a marriage between one man and one woman shall be valid or recognized as a marriage in this state and the provision that a legal status identical or substantially similar to that of a marriage for unmarried individuals shall not be valid or recognized in this state.

AJR 68 introduced in the Assembly on June 30, 2017 and referred to the Committee on Constitution and Ethics. SJR 65 transferred from the Committee on Financial Services, Constitution, and Federalism to the Committee on Insurance, Financial Services, Constitution, and Federalism on January 25, 2018.

21. *Assembly Joint Resolution 71: A constitutional amendment reserving to the people the power of referendum to reject acts of the legislature and the power of initiative to propose and approve at an election laws and constitutional amendments (first consideration).*

Sponsors: Bipartisan. This constitutional amendment creates a petition process by which the people may propose and approve laws and constitutional amendments at an election and creates a referendum process by which the people may reject an act of the legislature.

AJR 71 introduced in the Assembly on September 7, 2017 and referred to Committee on Constitution and Ethics.

22. *Senate Joint Resolution 63: A constitutional amendment to Section 2 Article I of the constitution relating to slavery or involuntary servitude in punishment of a crime (first consideration).*

Sponsors: Minority. This proposed constitutional amendment eliminates the exception to the constitutional prohibition against slavery and involuntary servitude for the punishment of a crime for which the party has been duly convicted. Under the constitutional amendment, slavery and involuntary servitude are prohibited without exception.

SJR 63 transferred from the Committee on Financial Services, Constitution, and Federalism to the Committee on Insurance, Financial Services, Constitution, and Federalism on January 25, 2018.

# WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR  
POST OFFICE BOX 7984  
MADISON, WI 53707-7984  
(608) 261-2028  
ELECTIONS@WI.GOV  
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL  
JULIE M. GLANCEY  
ANN S. JACOBS  
JODI JENSEN  
DEAN KNUDSON  
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

## MEMORANDUM

**DATE:** For the March 13, 2018 Commission Meeting

**TO:** Members, Wisconsin Elections Commission

**FROM:** Meagan Wolfe  
Interim Administrator

Prepared by Elections Commission Staff

**SUBJECT:** Commission Staff Update

Since the last Elections Commission Update (December 12, 2017), staff of the Commission has focused on the following tasks:

### **1. General Activities of Election Administration Staff**

#### 2018 Spring Election

Following the February 20, 2018 Spring Primary, clerks and staff are looking ahead to the Spring Election on April 3, 2018. Staff has engaged in the following election-related tasks:

- Preparation and posting of the Type B Notices for Spring Primary and Spring Election and Sample Ballots. The Certification of Nomination for the Primary and for the Election where contests did not require a primary was also included.
- Preparation and transmission of spring election ballot order listings to county clerks.
- Review of spring election ballot templates submitted by county clerks.
- Preparation and posting of the Candidate Name Pronunciation Guide for the Spring election. The guide is used by clerks and election equipment vendors in programming accessible voting equipment for use by visually impaired voters.
- Submission of a request to the Wisconsin Department of Justice for an Explanatory Statement concerning the Constitutional Amendment which will appear on the Spring Election ballot. The Explanatory Statement is required to be included on the Type C Notice of Referendum.

- Preparation, transmission and posting of Type A Notice of Partisan Primary and Election.

### Special Partisan Elections

The special partisan elections for Assembly Districts 58 and 66, and Senate District 10 were held on January 16, 2018. Commissioner Jensen signed the canvasses for the three contests on January 26<sup>th</sup>. Certificates of Election were delivered to the Assembly and Senate Chief Clerks for distribution to the winning candidates on the same day.

### Risk Limiting Audits

Public concern with respect to the accuracy of electronic voting equipment has prompted staff to investigate methods to verify electronically tabulated election results. Staff has begun an analysis of the efficacy of implementing risk-limiting audits. A risk limiting audit is a manual review of selected election results to ensure that voting equipment and counting procedures indicate the actual winner of an election. The process is used to ensure that vote totals are not inaccurate due to voter marking errors, equipment malfunctions, programming errors or fraud.

A risk limiting audit is essentially a hand recount and comparison of randomly selected election results to verify that results are accurate within a pre-selected margin of error. The more accurate the results are initially, the fewer number of ballots will require hand-counting, because a sufficient level of confidence in the results is indicated. The level of confidence is indicated when this manual review produces results that are the same or within the risk limit to the original results to indicated that votes were counted correctly. After several years of development, the State of Colorado recently conducted its first statewide risk-limiting audit.

### Website Review Project

Over the past month, staff has been working on reviewing the Wisconsin Elections Commission website to provide timely and necessary updates in preparation for the upcoming 2018 elections. The goal of the project is to ensure that the website contains the most up-to-date information for quick reference by the election officials and electors of Wisconsin. This process entails reviewing current information stored on the Commission's website, reviewing for content accuracy and quality, and making any necessary changes. Improved organization of the website so information can be accessed more conveniently is also a goal. All updates are projected to be completed by the end of this spring.

## **2. Badger Voters**

The new version of Badger Voters has been available since November 2017, and already staff is seeing a decrease in the time spent processing requests and responding to support calls. Additionally, there has been a sharp increase in the percentage of requests that are actually purchased, which staff

attributes to the more user-friendly interface, and the ability to generate a cost quote without submitting a request.

The following statistics summarize voter data requests as of February 26, 2018.

<b>Fiscal Year</b>	<b>Total Number of Requests</b>	<b>Requested Files Purchased</b>	<b>Percentage of Requests Purchased</b>	<b>Total Revenue</b>
<b>FY2018 to date</b>	454	318	70.4%	\$101,776.00
<b>FY2017</b>	643	368	57%	\$234,537.35
<b>FY2016</b>	789	435	55%	\$235,820.00
<b>FY2015</b>	679	418	61.56%	\$242,801.25
<b>FY2014</b>	371	249	67.12%	\$125,921.25
<b>FY2013</b>	356	259	72.75%	\$254,840.00
<b>FY2012</b>	428	354	78.04%	\$127,835.00

### 3. WEDCS

Commission staff continues to monitor municipal and county clerk compliance with reporting requirements following the 2017 Spring Primary and Spring Election, the 2017 Spring Special Election and 2018 Special Election for Senate District 10 and Assembly Districts 58 and 66, as well as the recent 2018 Spring Primary.

Pursuant to Statutes, the EL-190F Election Administration and Voting Statistics Report was due to be entered into the Wisconsin Elections Data Collection System (WEDCS) by January 18, 2018 for the 2017 Special Primary for three legislative seats. As of February 26, 2018, all municipalities have completed their reports in WEDCS. The report was due to be entered into the WEDCS by February 15, 2018 for the 2018 Special Election for the legislative seats. As of February 26, 2018, all municipalities have completed their reports in WEDCS. The EL-190NF Election Administration and Voting Statistics Report for the 2018 Spring Primary is due to be entered into the Wisconsin Elections Data Collections System by March 22, 2018. As of February 26, 2018, 556 of 3,492 reporting units have entered their reports.

The Election Day Registration (EDR) Postcard Statistics initial report for the 2017 Spring Primary was posted to the Elections Commission website on May 26, 2017, prior to the statutory deadline of May 29, 2017. As of February 26, 2018, six municipalities have not yet submitted a complete EDR Postcard Statistics Report. By statute this report is to be updated monthly until there is a full accounting of all EDR postcards for the Spring Primary. Staff continues to follow up with clerks to obtain the outstanding reports.

The Election Day Registration Postcard Statistics initial report for the 2017 Spring Election was posted to the Elections Commission website by the statutory deadline of July 10, 2017. As of February 26, 2018, four municipalities have not yet submitted a complete EDR Postcard Statistics Report for the 2017 Spring Election. By statute this report is to be updated monthly until there is a full accounting of all EDR postcards for the Spring Primary. Staff continues to follow up with clerks to obtain the outstanding reports.

The Election Day Registration Postcard Statistics initial report for the 2017 Special Primary is due to be reported by March 19, 2018, for the 2018 Special Election by April 16, 2018 and for the 2018 Spring Primary by May 21, 2018. These reports will be posted to the Elections Commission website by these statutory deadlines, and if necessary continue to be updated monthly until there is a full accounting of all EDR postcards for these elections.

Commission staff continues to work on the WEDCS modernization project. Staff does not currently have an estimate of when the project will be completed. Due to the development priorities, Commission staff is currently planning an initial deployment of only the EDR postcard reporting entity into WisVote. The extended reporting timeframes associated with the EDR postcard report provide the opportunity to complete development of this entity prior to statutory reporting deadlines. By doing so, staff can lessen the amount of time both versions of WEDCS will need to be supported by several months.

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

Following this memorandum as Attachment 1 is a summary of information regarding core and special election administration training recently conducted by WEC staff. Following the February Primary, the training team and elections specialists are continuing to focus on providing information related to elections security, the photo identification requirement, One Wisconsin Now court decision and tasks related to the spring and fall elections.

Commission staff is continuing development of a series of mini-webinars designed to provide WisVote users with a basic and standard level of IT security training.

Commission staff is currently working on three more webinars covering Phishing, Password Security and Browser Security; a fourth webinar covering personal computer security is also planned. The follow-up webinars will be released and available prior to the 2018 Spring Election. Once the initial series has been completed, they will be made part of a WisVote training module that new WisVote users will be required to complete prior to receiving a WisVote user ID and password. Commission staff will also consider adding additional security topics if it is determined they are needed.

#### **6. E-Poll Books**

The Wisconsin Electronic Poll Book was officially named the “Badger Book” by staff as of the end of December. In mid-January, staff and management determined that more time was needed to complete development and appropriate testing on the Badger Book before its initial use in a live Election. All February pilot locations were informed and offered the opportunity to participate in the April Election pilot. All but one location decided to continue as a pilot location for April.

Badger Book development continues to progress. The development priorities for the Spring Election are the three main processes of voter check in, processing an absentee ballot, and Election Day Registration as well as the ability to scan a voter’s driver license, state ID, or absentee mailing ID to find the voter in the Badger Book more quickly. Staff also developed supporting processes for poll worker user record creation and printing copies of the poll book for distribution to school boards and

the county. After the Spring Election, development priorities will shift to incorporating changes based on feedback gathered on Election Day and the supporting WisVote development that will allow clerks to pull their own poll book data without WEC support.

Staff worked with Staff Counsel in early January to determine the definition of a “voter number” as it applies to how a voter will be assigned a sequential number from the Badger Book. Because multiple devices will be in use and checking voters in simultaneously, there is the potential that voters could be assigned the same number if they were checked in at the same instant. To address this problem, each device will issue its own sequential voter number attributed to that device and the reporting unit the voter belongs to. The main device will update with information from the other devices it is networked to and recompile the voters in a sequential order based on the timestamp for the voter’s check in transaction.

Functional testing began on a rolling basis on January 26. Initial rounds of testing found minor changes to be made for clarity of language, voter signature capture, and screen resolution issues which pushed content out of the screen frame. PDS continues to work with vendors to coordinate hardware procurement for the Badger Book pilot. PDS provided a quote for the remaining hardware the WEC would need to purchase to support the pilot efforts on March 1.

In anticipation of the April 3 pilot, staff has been in regular contact with the participating municipalities to coordinate training, Election Day logistics, feedback collection processes, as well as to communicate development progress. In February, the City of New Berlin and Village of Waunakee volunteered to participate in the pilot program as “control sites” and will collect voter wait time data to compare against data collected at Badger Book pilot sites. Badger Book poll worker training will occur March 26-29. Voters will also have the opportunity to acquaint themselves with the Badger Book at voter events in Mequon, Brookfield, Beloit, and Sun Prairie from March 26-29.

## **7. Accessibility**

### Polling Place Accessibility Audit Program

Due to competing staff priorities, no audits were conducted during the February 20, 2018 Spring Primary. Accessibility auditors will not be sent out during the 2018 Spring Election due to the amount of staff resources required to support the Badger Book pilot.

### Ongoing Accessibility Compliance Efforts

Staff continues to coordinate with municipal clerks to ensure that accessibility problems uncovered during previous audits are resolved as quickly and cost-effectively as possible. Deadlines for submitting plans of action are set at 60 days from receipt of the report, and staff works with local election officials to ensure that problems are addressed in a timely manner. Staff also works with local election officials to ensure that all new polling locations are ADA-compliant before the change is finalized. Polling place accessibility surveys are required to be submitted for review as part of the process to change polling places. This work continues to take place on an ongoing basis.

The City of Madison approached the WEC and Council for the Blind and Visually Impaired to pursue a partnership to evaluate their accessibility efforts for blind or visually impaired voters. WEC and City of Madison staff are creating visually accessible materials compliant with recommendations for people who are visually impaired for interested parties to have on hand and at polling locations on Election Day. This group will also produce an accessibility focused webinar outlining the various ways a voter can vote accessibly.

Staff will meet with the Accessibility Advisory Council after the Spring Election to determine where to focus its efforts over the next two years.

## **8. Voting Equipment**

On December 12, 2017, the Wisconsin Elections Commission conditionally approved Clear Ballot Group's ClearVote 1.4 voting system for sale and use in the State of Wisconsin. Final certification was contingent upon the system receiving full federal certification from the Election Assistance Commission (EAC). The EAC certified the system on February 8, 2018 and issued its certification report, which was reviewed by Commission staff. Staff determined that this report confirmed the results of the test campaign that was conducted in Wisconsin in 2017 and issued final certification of ClearVote 1.4 on March 2, 2018. ClearVote 1.4 is now eligible for purchase and use in Wisconsin elections. Information about the approval was added to the agency website and a clerk communication was prepared to alert local election officials that final approval has been issued.

## **9. WisVote**

WisVote staff remains on track to complete scheduled 2017 WisVote projects to prepare agency systems for the 2018 election cycle. Staff continues to meet, plan and test development on WisVote, MyVote, WEDCS, Canvass Reporting and other high priority IT projects.

In addition to enhancements to WisVote related systems, WisVote staff continues to make improvements to the functionality of the WisVote system. To prepare for the February statewide primary WisVote staff coordinated, tested, and implemented over 10 hot fixes. The hot fixes focused on high priority items to ensure that election related reports and results features were functioning properly.

Other major fixes to the system involve updates to assist with the generation of special supplemental poll books for the ERIC inactive voter list that will be available at polling places for the April election. Staff continues to work with and solicit feedback from municipal and county clerks on ways to roll-out the new process in an efficient way that causes minimal disruption to election preparation. Another fix focuses on the automation of online voter registration deadline timing that impacts the MyVote system. WEC IT staff continues to research the root cause of a time zone issue in the MyVote code that causes OVR to turn back on at 6:01pm on election day rather than 8:01pm. The issue allowed a small number of voters to complete an OVR in the hours prior to the deadline. WisVote staff worked directly with clerks impacted by this issue to provide process guidance and will continue to research and test the issue to find a remedy prior to the April election.

WisVote staff also continues to implement new and updated district maps that reflect an effort to more accurately display parcel and school district lines, as well as include newer annexations that

have occurred throughout the state. These updates will continue to be deployed before every election in order to keep districts up to date and ensure voters are districted correctly. The most recent update was made on March 5, 2018 to prepare the system to generate polling places and ballot styles based on the most recent boundary changes in anticipation of the April election.

## **10. Canvass Reporting System**

The WEC Canvass Reporting System modernization project remains priority project for 2018. However, given the other high priority technical projects and the limited amount of staff resources the projected launch of the new election results reporting functions was postponed to the 2018 Partisan Primary. This election is also preferential because the total number of contests statewide is less in number and diversity than the number of contest in the Partisan Primary.

Staff anticipates that the Canvass system will be available for UAT testing after the 2018 Spring Election. The official launch of the modernized election results reporting system is planned for the 2018 Partisan Primary in August.

## **11. Voter Felon Audit**

The Voter Felon Audit is a State 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. The Voter Felon Audit has a review process of several stages. To summarize the review process, the matches are first reviewed by the Department of Corrections, then by the municipal clerk and finally by Wisconsin Elections Commission staff before referring to county district attorneys for their own investigation. 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 through other statutory required processes, such as the felon list check by election officials at the polls.

The Voter Felon Audit for the 2018 Spring Primary Election has not been run yet, as it has not been 30 days since that election occurred.

Staff is also providing its bi-yearly comprehensive update on the status of the past Voter Felon Audits and District Attorney response information. Attachment A 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.

## **12. Communications Report**

Between December 1, 2017 and February 28, 2018, the Public Information Officer (PIO) engaged in the following communications activities in furtherance of the Commission's mission:

Media: The PIO logged 196 media and general public phone calls and 325 media email contacts. This period includes a particularly tumultuous period for the Commission during which the Attorney General's report to the John Doe Judge was released and there was much public

discussion of the confirmation vote for the administrator. In addition, there has been continued media and public interest the unsuccessful Russian hacking attempts and election security planning. These events have generated strong media interest in the Commission, and the PIO arranged numerous interviews for the administrator, or gave interviews when he was not available. The PIO arranged several electronic media interviews for the administrator on January 18 in Milwaukee and accompanied him to those interviews. Following the Spring Primary, the PIO appeared on Wisconsin Public Television's "Here and Now" public affairs program February 23 to discuss reports of some voters being required to reregister to vote. He was also a guest on the "Public Policy with Mary Glass" radio talk show on WXRW-FM in Milwaukee on January 29.

The PIO prepared 13 news releases on a variety of subjects including cyber security, confirmation of the administrator, and the Spring Primary.

Online: The PIO continued working with two Wisconsin vendors, Cruiskeen Consulting and Herkimer Media, to upgrade the content management systems for WEC agency website and the Bring It to the Ballot voter ID microsite. Herkimer completed its work on the Bring It website in November, and the upgrade will go into production soon. The PIO is working with elections specialists who are cataloging and updating content on the main agency website, and while work continues on the new version, it has been slower than anticipated due to other agency priorities.

Public Records: Working with legal counsel, the PIO has responded to several public records requests.

Records Management: Work on the project to review and either dispose of or archive all paper records stored in the basement continues at a slow pace due to other agency priorities.

### **13. Elections HelpDesk/Customer Service Center**

The Elections Help Desk staff is supporting more than 2,000 active WisVote users, the public and election officials. Staff is monitoring state enterprise network and data center changes and status, assisting with processing data requests, and processing voter verification postcards. Help Desk staff has been serving on and assisting various project teams including ongoing WisVote development, ERIC, and E-Poll Book teams. Staff continues to maintain and update Elections, WisVote clerk contact and listserv email lists. Staff is processing lists of voters that registered in other states and notifying clerks of the registration cancelation. Staff is coordinating and assisting with upgrade projects such as the Win 10, Office 365, VoIP and the STAR projects initiated by the Department of Administration (DOA) Data Center, and administering Elections Commissions Exchange email system.

Help Desk staff are onboarding new clerk users with credentials for the WisVote system and the WisVote Learning Center as they request access, also assisting clerks with configuring and installing WisVote on municipal computers. The Help Desk continued to field a wide variety of calls and emails from voters and the public, candidates, political committees, and public officials.

<u>Dates</u>	<u>Elections Help Desk Call Volume</u> (608-261-2028)	<u>Front Desk Call Volume</u> (608-266-8005)
December, 2017	925	677
January, 2018	2,101	871
February, 2018	2,576	782
<b>Total Calls for Reporting Period</b>	<b>5,652</b>	<b>2,330</b>

#### 14. Financial Services Activity

- Staff worked on the FVAP financial audit because of our final draw submission. Staff were asked to submit a list of all costs incurred during the contract time frame of March 5, 2012 – November 30, 2017, which involved over \$800,000 dollars and hundreds of source documents that had to be pulled. We located all the source documentation and submitted it to the auditor on December 6, 2017.
- Staff worked on the Schedule of Expenditures of Federal Awards (SEFA) report which lists the amounts expended by each state grantee agency for each Federal program in FY17. This report is consolidated into the statewide SEFA report. WEC has four federal programs to report. The report was submitted to the State Controller’s Office on February 21, 2018.
- Staff is working on the annual certification of our agencies internal controls, which was approved by the Commission at its December 12, 2017 meeting. The certification of review is due to the State Controller’s Office by March 30, 2018.
- Staff is working on completing a security attestation of PeopleSoft roles in the financial/accounting/procurement module. Attestation is the formal process of agencies reviewing PeopleSoft/STAR security roles assigned to each person attesting the STAR financial and Procurement roles assigned to staff have been verified to be appropriate for their job duties as of the verification date. The Department of Administration, Division of Personnel Management is responsible for completing the Human Capital Management (HCM) security attestation roles. The due date to complete attestation is March 16, 2018.
- Budget-to-actual operating results for the second-fiscal quarter ending December 30 were summarized and communicated to management. A copy of the second quarter financial statement for GPR and HAVA is in the supplemental Board meeting folder.

#### 15. Procurements

The following Purchase Orders have been processed since the December 2017 Commission meeting:

- \$112,000 in a Purchase Order was written for IT Contractor Services.
- \$92,000 in a Purchase Order was written for IT Contractor Services.

All referenced purchases were made utilizing mandatory state contracts and in accordance with state procurement policies.

## **16. Staffing**

Bill Wirkus joined the WEC election administration team in December 2017 as an Election Specialist. Bill has previous experience in elections; he has worked as an attorney at a law firm that provided counsel to the New Mexico Secretary of State's office, which oversees election administration in New Mexico. Bill holds a bachelor's degree in political science and German from University of Wisconsin – La Crosse and a law degree from Ave Maria School of Law.

Riley Willman also joined the WEC team in December 2017. Riley is a recent graduate of Drake University with a degree in international relations. He has also worked as a legislative staffer in Iowa where he gained experience working on voter outreach initiatives and analyzing the impacts of new legislation.

Zachary Robinson, a former G.A.B./WEC team member who left the agency in 2016, will rejoin the agency staff on March 19 as a Limited Term Employee. Zachary previously served as a WisVote Specialist and addressing/GIS team lead from 2012-2016 and will be assisting with address-related projects in WisVote on a part-time basis.

## **17. Meetings and Presentations**

On December 5, 2017, Administrator Haas and Chief Administrative Officer Hauge met with Senator Fitzgerald's staff regarding the Commission's s. 13.10 staffing request.

The management team held several meetings Department of Administration staff to discuss its reclassification study of the Elections Specialist position. The last time the classification of the Elections Specialist position was reviewed was in 2001. The purpose of the study is to determine whether the duties of an Elections Specialist fit into a broader category of state civil service positions, and whether the classification should include an opportunity for progression. The end result of the study was that DOA created a tiered progression for the agency's Elections Specialists positions. There is now an Entry-level position and a Senior Elections Specialist position.

On December 13 – 17, 2017, Assistant Administrator Wolfe attended a conference of a Council of State Governments Working Group which has been addressing issues related to military and overseas electors, as well as the restructuring of the federal survey that states are required to complete after each general election in order to submit election and voting statistics to the federal government.

On January 17, 2018, agency staff held a teleconference with the U.S. Department of Justice, which had requested an update regarding legislation to make the statutory definition of "overseas elector" more consistent with federal law. Staff conveyed its understanding that the Legislature was working on a bill to address the issue.

On January 29, 2018, Commission staff participated in a teleconference hosted by the National Association of Secretaries of State. The teleconference included an update regarding pending federal legislation and other items related to election security.

On February 1, 2018, Administrator Haas testified at a public hearing of the Senate Committee on Elections and Utilities regarding the alternative absentee voting proposal which the Commission has discussed.

On February 5, 2018, Administrator Haas spoke at an event at the Sun Prairie Public Library sponsored by the Sun Prairie Action Resource Council, regarding voting rules and election security.

On February 16 – 19, 2018, Administrator Haas attended the winter meeting of the National Association of State Election Directors (NASSED) in Washington D.C., as well as a meeting sponsored by the Center for Election Innovation and Research and a meeting of the ERIC Board. Assistant Administrator Wolfe attended the NASSED meeting on February 17 – 18, 2018. The meeting included a security briefing conducted by the Department of Homeland Security for NASSED members.

Administrator Haas, Assistant Administrator Wolfe, Public Information Officer Magney, and other staff have participated in several teleconferences with staff of the Division of Enterprise Technology, the Department of Homeland Security, and the National Guard to discuss election security planning and communications.

Administrator Haas participated in numerous media interviews and news programs over the past three months related to both election security, the Senate's action regarding confirmation of his Appointment, and the transition in the position of Administrator.

## **18. Delegated Authority**

Administrator Haas took the following actions pursuant to the Commission's delegation of authority:

- A. Authorized two Purchase Orders in the amounts of \$112,000 and \$92,000 for IT Contractor Services.
- B. Following consultation with the Commission Chair, issued three decisions related to appeals of local election official actions, pursuant to Wis. Stat. § 5.06. The Commission Chair also issued three such decisions over his signature. All such decisions have been previously provided to the Commission.

**ATTACHMENT #1**

Wisconsin Elections Commission’s Training Initiatives  
9/26/2017 – 12/11/2017

<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>
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.	Online	Not tracked
Municipal Clerk	2005 Wisconsin Act 451 requires that all municipal clerks attend a state-sponsored training program at least once every 2 years.  MCT Core class is now available in the WisVote Learning Center.	3 hours	All Municipal clerks are required to take the training; other staff may attend.	16-section presentation with quizzes	105
Chief Inspector	Required training for new Chief Inspectors before they can serve as an election official for a municipality during an election.	3 hours	Election workers for a municipality.	18	500
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 conferences hosted and conducted by Commission staff.	County and municipal clerks, chief inspectors, poll workers, special registration deputies and school district clerks.	2/8/2018: Spoiling and Remaking Ballots; 2/7/2018: Counting Votes, Breaking Ties & Filling Vacancies; 1/24/2018: Canvass; 1/23/2018: Canvass Modernization in WisVote;	50 – 400 per webinar; posted to website for clerks to use on-demand.

**ATTACHMENT #1**

Wisconsin Elections Commission’s Training Initiatives  
9/26/2017 – 12/11/2017

Training Type	Description	Class Duration	Target Audience	Number of Classes	Number of Students
				1/10/2018: Absentee Voting 2018; 1/9/2018: Managing and Tracking Absentees in WisVote	
Other	<p>Commission staff presented election administration and WisVote status information to county and municipal clerks attending the following conferences:</p> <ul style="list-style-type: none"> <li>• WMCA District 5 on December 13, 2017 in Fort Atkinson</li> <li>• WMCA District 3 on December 14, 2017 in Black River Falls</li> <li>• WMCA District 4 on March 1, 2018 in Belleville</li> <li>• WCCA Winter Conference on March 6, 2018 in Madison</li> </ul> <p>Commission staff updated several election administration manuals to reflect legislative changes and expand procedural process information:</p> <ul style="list-style-type: none"> <li>• Canvass Procedures for County Canvassers</li> <li>• Common Nomination Paper Challenges</li> <li>• Counting Votes (Spring Primary, Spring Election and General Election)</li> <li>• Recall for Congressional, County and State Officials</li> <li>• Recall for Local Elected Officials</li> </ul>				

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	All matches have reached final disposition	Total number of voters	Referrals as a percentage of total number of voters
4/4/2017 Spring Election	4	4	1	0	0	3	1		747,671	0.000535%
2/21/17 Spring Primary	0	0	0	0	0	0	0	yes	375,216	0%
11/8/2016 General Election	111	79	6	4	2	69	42		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 and Presidential Pref.	33	24	4	3	1	14	19		2,130,221	0.001127%
2/16/2016 Spring Primary	7	3	1	0	0	2	5		578,083	0.000519%
9/29/15 Special Election Assembly 99	0	0	0	0	0	0	0	yes	1,591	0%
9/1/2015 Special Primary Assembly 99	0	0	0	0	0	0	0	yes	3,422	0%
7/21/15 Special Election State Senate 33	0	0	0	0	0	0	0	yes	10,012	0%
6/23/15 Special Primary State Senate 33	0	0	0	0	0	0	0	yes	11,449	0%
4/7/2015 Spring Election	9	6	1	0	0	5	4		858,683	0.000699%
2/17/15 Spring Primary Election	6	3	0	0	0	3	3		32,119	0.009340%
11/4/2014 General Election	229	43	12	11	0	23	206		2,420,811	0.001776%
8/12/2014 Partisan Primary	10	1	0	1	0	0	10	yes	638,677	0.000157%
4/1/2014 Spring Election	8	5	2	2	0	1	7		506,566	0.000987%
2/18/2014 Spring Primary	0	0	0	0	0	0	0	yes	4,310	0.000000%
4/2/2013 Spring Election	8	3	2	1	0	0	8	yes	889,008	0.000337%
2/19/2013 Spring Primary	1	0	0	0	0	0	1	yes	374,631	0.000000%
11/6/2012 Presidential and General Election	89	33	15	8	1	9	80		3,085,450	0.001070%
8/14/2012 Partisan Primary	3	2	1	0	0	1	2		851,572	0.000235%
6/5/2012 Recall Election	53	22	9	4	0	8	45		2,516,371	0.000874%
5/8/2012 Recall Primary Election	13	3	1	2	0	0	13	yes	1,360,750	0.000220%
4/3/2012 Presidential Pref. and Spring Election	13	7	5	1	0	1	12		1,144,351	0.000612%
2/21/2012 Spring Primary	3	2	1	0	0	0	3	yes	139,343	0.001435%
4/5/2011 Spring Election	16	7	3	1	0	3	13		1,524,528	0.000459%
2/15/2011 Spring Primary	5	2	2	0	0	0	5	yes	444,766	0.000450%
11/2/2010 General Election	60	21	11	5	0	5	55		2,185,017	0.000961%
9/14/2010 Partisan Primary	8	3	2	0	0	1	7		930,511	0.000322%
4/6/2010 Spring Election	6	2	1	1	0	0	6	yes	574,130	0.000348%
2/16/2010 Spring Primary	1	0	0	0	0	0	1	yes	152,532	0%
<b>Total for all 30 elections</b>	<b>700</b>	<b>277</b>	<b>81</b>	<b>44</b>	<b>4</b>	<b>149</b>	<b>551</b>	<b>14</b>		