



Wisconsin Elections Commission

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

Wisconsin Elections Commission
Special Teleconference Meeting
201 W. Washington Avenue, Second Floor
Madison, Wisconsin
4:00 p.m. September 29, 2023

Open Session Minutes

Present: Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Don Millis, and Commissioner Mark Thomsen, all by teleconference.

Commissioner Robert Spindell and Commissioner Joseph Czarnezki by telephone.

Staff present: Meagan Wolfe, Sharrie Hauge, Robert Kehoe, Jim Witecha, Riley Willman, Riley Vetterkind, Joel DeSpain, Brandon Hunzicker, and Jacob Walters, all by teleconference.

A. Call to Order

Commission Chair Don Millis called the meeting to order at 4:08 p.m. and called the roll. All Commissioners were present.

B. Administrator's Report of Appropriate Meeting Notice

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

C. Discussion and Possible Action Related to the Printing and Use of Absentee Ballot Mailing and Certificate Envelopes

Administrator Wolfe directed the Commission's attention to a draft memorandum included in the meeting materials which addresses current and potential future issues related to a vendor's printing of the absentee ballot certificate envelope. On November 28, 2023, WEC staff began receiving contacts from clerks reporting that a commonly used print vendor, Bear Graphics, had sold them absentee ballot certificate envelopes not in compliance with what the Commission approved on August 4, 2023. Specifically, the envelopes received contained unilateral changes made by the vendor to the portion of the certificate envelope where the witness provides their address, which were the addition of the fields State and ZIP to the Commission-approved fields of Number, Street Name, and City.

Administrator Wolfe continued by conveying to the Commission the present status of the situation, current concerns and issues in addition to those that may arise in the future, and further details of the

Wisconsin Elections Commissioners

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

Administrator
Meagan Wolfe

C. Discussion and Possible Action Related to the Printing and Use of Absentee Ballot Mailing and Certificate Envelopes (continued)

draft memorandum. She also added that it's not clear if the vendor's proposed solution is to destroy its existing stock of envelopes and reprint them entirely, or to simply "black out" the erroneously added fields on its already-printed stock.

Discussion.

MOTION: To approve the proposed memorandum submitted with the Commission's meeting materials as written. WEC staff is further directed to draft and add a paragraph to this memorandum stating that "blacking out" or otherwise modifying the envelope will not be compliance with the absentee ballot certificate envelopes approved by the Commission on August 4, 2023.

Moved by Commissioner Jacobs. Seconded by Commissioner Bostelmann.

Discussion.

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

The motion carried 6-0.

D. Consideration and Approval of the 2021-2023 Biennial Report of the Wisconsin Elections Commission

Chairman Millis stated he would entertain a motion to authorize staff to submit the 2021-2023 Biennial Report to the Governor and the chief clerk of each house of the legislature in accordance with Wis. Stat. § 15.04(1)(d).

MOTION: To authorize staff to submit the 2021-2023 Biennial Report to the Governor and the chief clerk of each house of the legislature in accordance with Wis. Stat. § 15.04(1)(d).

Moved by Commissioner Bostelmann. Seconded by Commissioner Thomsen.

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

The motion carried 6-0.

E. Adjourn

MOTION: To adjourn.

Moved by Commissioner Jacobs. Seconded by Commissioner Czarnezki.

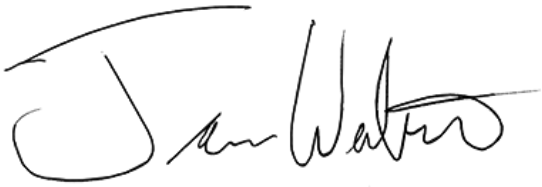
Roll call vote:	Bostelmann:	Aye	Czarnezki:	Aye
	Jacobs:	Aye	Spindell:	Aye
	Millis:	Aye	Thomsen:	Aye

The motion carried 6-0.

The Commission adjourned at 4:45 p.m.

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September 29, 2023 Wisconsin Election Commission meeting minutes prepared by:



Jacob Walters, Elections Specialist

September 30, 2023

September 29, 2023 Wisconsin Election Commission meeting minutes certified by:



Don M. Millis, Commission Chairperson

November 2, 2023