



Wisconsin Elections Commission

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

DATE: For the December 19, 2023, Commission Meeting

TO: Members, Wisconsin Elections Commission

FROM: Meagan Wolfe
Administrator

Prepared and Presented by:
WEC Staff

SUBJECT: SUPPLEMENTAL INFORMATION FOR ITEM G -MANUAL UPDATES

To assist the Commission and the public in better understanding the changes proposed to the to the WEC manuals, the WEC staff has prepared supplemental charts which provide detailed analysis of each line being offered for change in Appendix A- Election Day Manual and Appendix B- Election Administration Manual. This memo and attached charts do not replace the charts previously provided, but rather provide additional information that will answer questions about the history of each proposed change- specifically in the new “Why?” column. It is ultimately the decision of the six Wisconsin Elections Commissioners to decide what changes will be approved for inclusion in the updated manuals. Supplemental charts are being provided for the *Election Day* and *Election Administration* manuals only. Also of note, some of the recommended motions in the original memo, may no longer be helpful, but these new supplemental charts should aide in quickly constructing new motions based on the Commissioners’ feedback at the meeting.

Further, as is shown in the table below, the supplemental chart creates new distinct categories of changes. These more defined categories will help to further define the reason for each change and may also allow the Commission to divide the manual updates in a way that facilitates discussion and allows some categories to be considered at a future meeting, if so desired.

Categories 1-3: The supplemental chart divides the first category of proposed changes, which was named “Formatting and Drafting Updates” in the original charts and memo, into three new categories called:

1) Formatting/Typo 2) 7.08(3)(c) Manual Maintenance, and 3) Commission Directives.

Category 4: “*Updates Due to Legislation or Court Decisions*” from the original charts and memo remains the same as the original memo. These are changes that require a Commission decision on how to implement larger, legal questions before the manual can be updated. Legal analysis and recommended motions for each of these items is included in the original memo.

Category 5: is a new category created for the supplemental charts, called “*Needs Additional Analysis.*” This new category flag items that the staff now believe need additional analysis before they are ready for approval. During the Commission’s December 19 meeting, the Commission may wish to provide direction or ask for specific research related to items in category 5. The Commission may wish to move some of the later categories to a future meeting or direct the staff to conduct additional research before a decision is made.

Wisconsin Elections Commissioners

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

Administrator
Meagan Wolfe

SUPPLEMENTAL INFORMATION FOR ITEM G -MANUAL UPDATES

Prepared for the Commission’s December 19, 2023 Meeting

Page 2 of 2

<i>Name of Category in New, Supplemental Charts</i>	<i>Color of Category in New, Supplemental Charts</i>	<i>Name of Category in Previously Provided Charts</i>	<i>Description of Category in New, Supplemental Charts</i>	<i>Applicable Lines in the Election Day Manual <u>Appendix A</u></i>	<i>Applicable Lines in the Election Administration Manual <u>Appendix B</u></i>
Category 1 Formatting/Typo	Yellow	Formatting and Drafting Updates	Revisions to correct typos, formatting errors, or minor edits such as adding companion form numbers to existing forms	4, 7, 8, 9, 10, 13, 17, 19, 21, 31, 32, 35, 36, 38, 40, 50, 51	3, 5, 7, 9, 11, 12, 25, 29, 33, 34, 41, 46, 61, 70, 76, 78, 79, 80
Category 2 7.08(3)(c) Manual Maintenance	Blue	Formatting and Drafting Updates	Revisions based on periodic review for statutory cites and procedure updates as required under Wis. Stat. 7.08(3)(c)	2, 5, 11, 12, 16, 22, 23, 24, 25, 26, 27, 33, 42, 47, 48, 49, 54	2, 4, 6, 8, 13, 14, 15, 16, 44, 48, 49, 50, 52, 53, 54, 55, 58, 59, 60, 62, 63, 64, 65, 66, 67, 68, 69, 71, 72, 73, 74, 75, 77, 84
Category 3 Commission Directives	Green	Formatting and Drafting Updates	Revisions based on Commission directives issued since the last manual revisions	6, 29, 52, 55	10, 26, 56, 57, 82
Category 4 Updates due to Legislation or Court Decisions	White	Updates due to Legislation or Court Decisions	Revisions in this category require further Commission guidance on the nature and extent of the recommended change based on previous and ongoing litigation	14, 15, 28, 30, 34, 37, 39, 41, 43, 44, 45, 46	22, 27, 28, 30, 31, 32, 35, 36, 37, 38, 39, 40, 42, 43, 47, 51,
Category 5 Needs Additional Analysis	Orange	This category was not in the previous charts	Revisions in this category are not being recommended for consideration at this time because staff identified them as needing additional analysis before the Commission approves them.	3, 18, 20, 53	17, 18, 19, 20, 21, 23, 24, 45, 81, 83