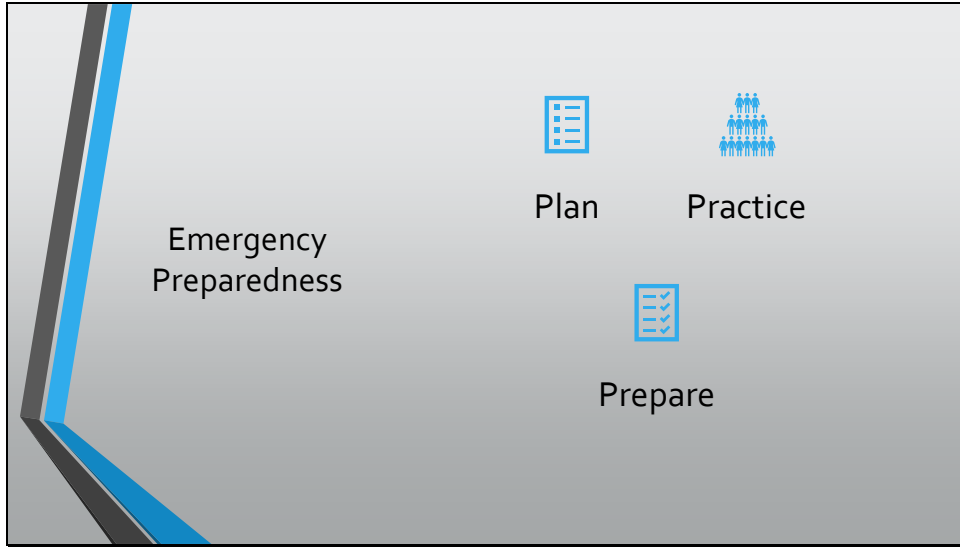
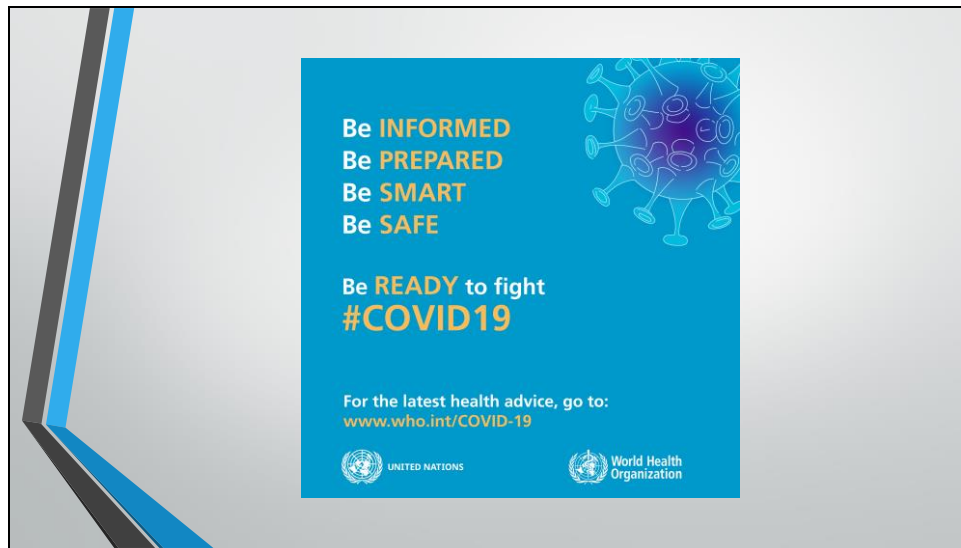


Contingency Planning and Emergency Preparedness: Responding to COVID-19

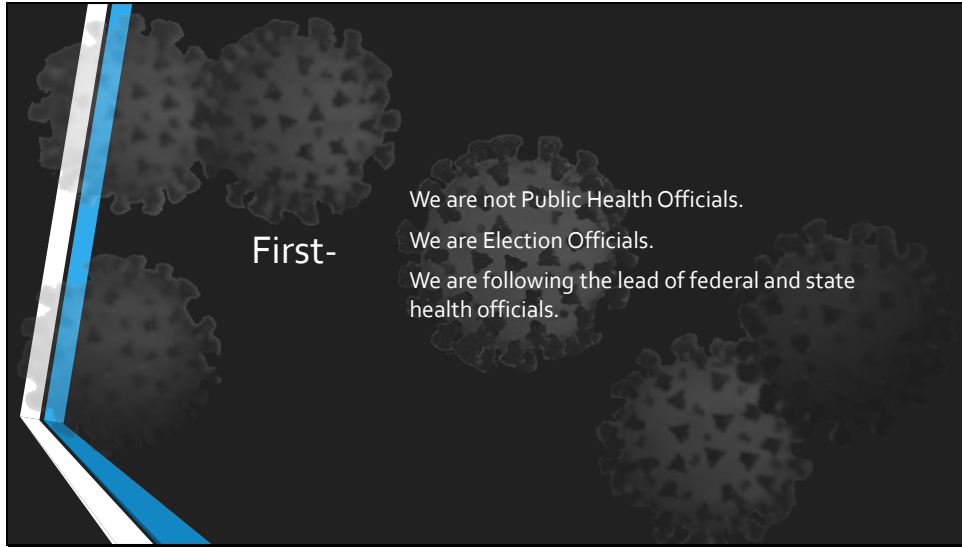
March 16, 2020

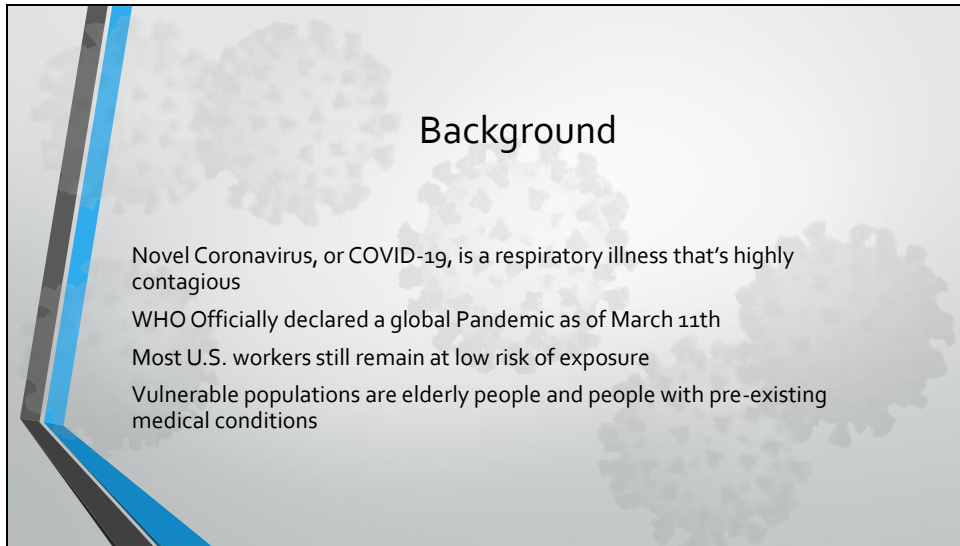


Slide 6



	COVID-19 Pandemic
	Background
	COVID-19 in Wisconsin
	Recommendations
	Q&A



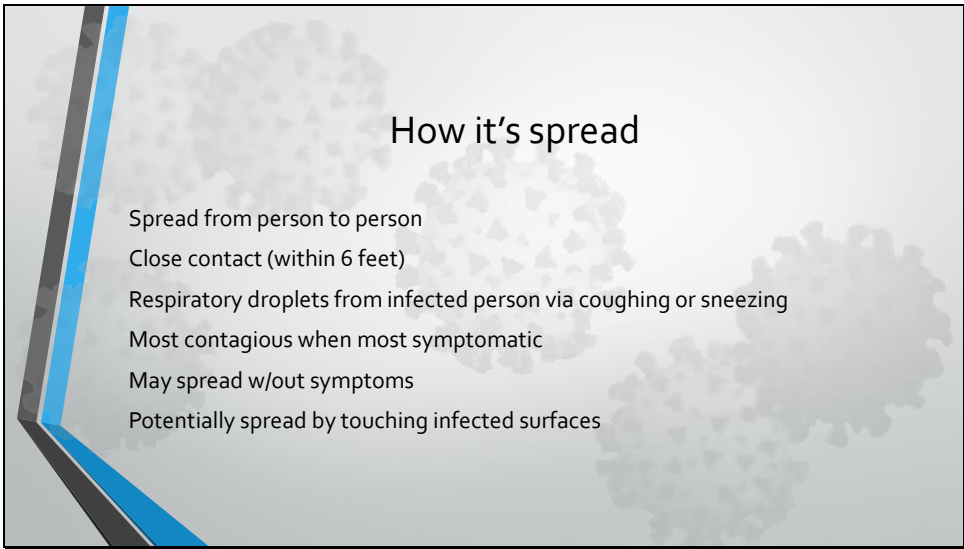
The slide features a light grey background with several large, semi-transparent, grey, spherical virus-like particles scattered across it. In the top-left corner, there is a decorative graphic element consisting of a blue and grey geometric shape that resembles a stylized corner or a piece of a ribbon. The title 'Background' is centered in the upper right quadrant. Below the title, there is a list of four bullet points.

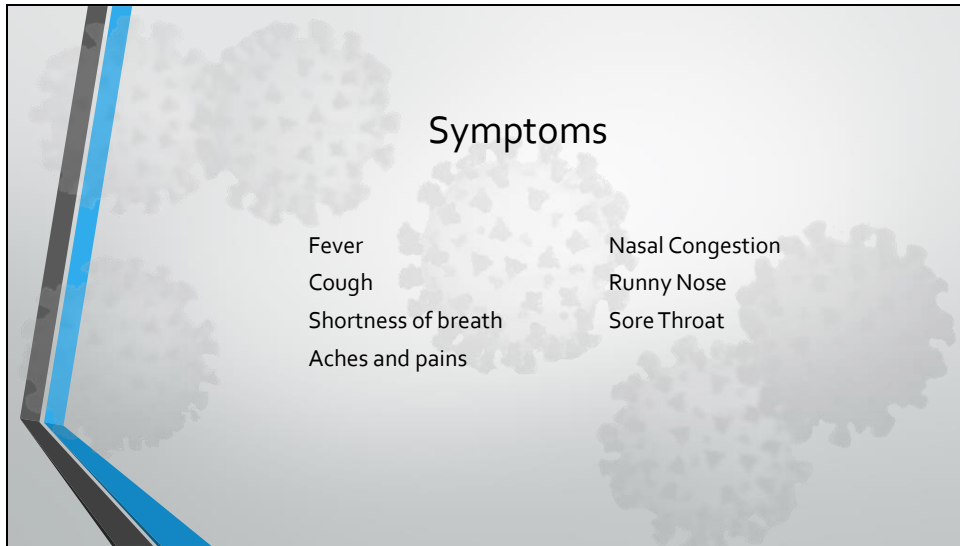
Background

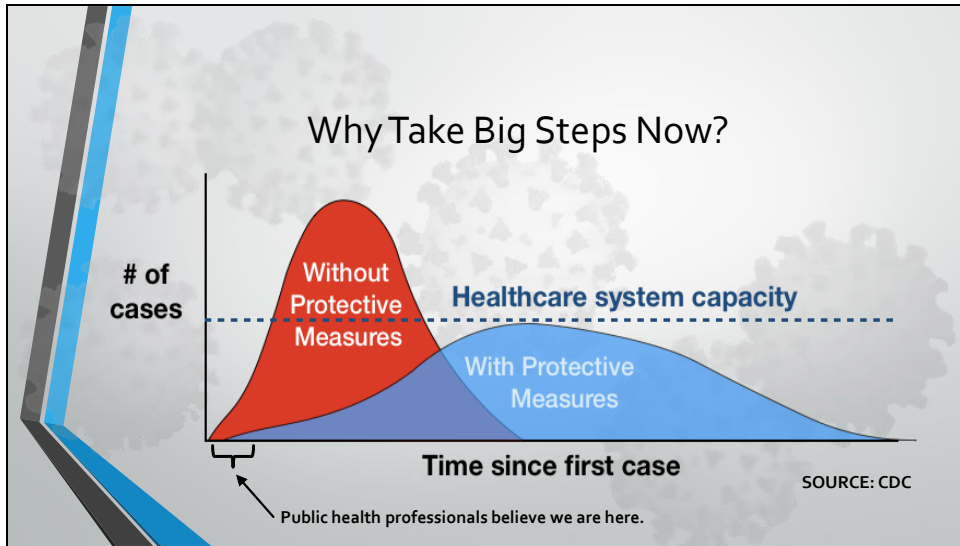
- Novel Coronavirus, or COVID-19, is a respiratory illness that's highly contagious
- WHO Officially declared a global Pandemic as of March 11th
- Most U.S. workers still remain at low risk of exposure
- Vulnerable populations are elderly people and people with pre-existing medical conditions

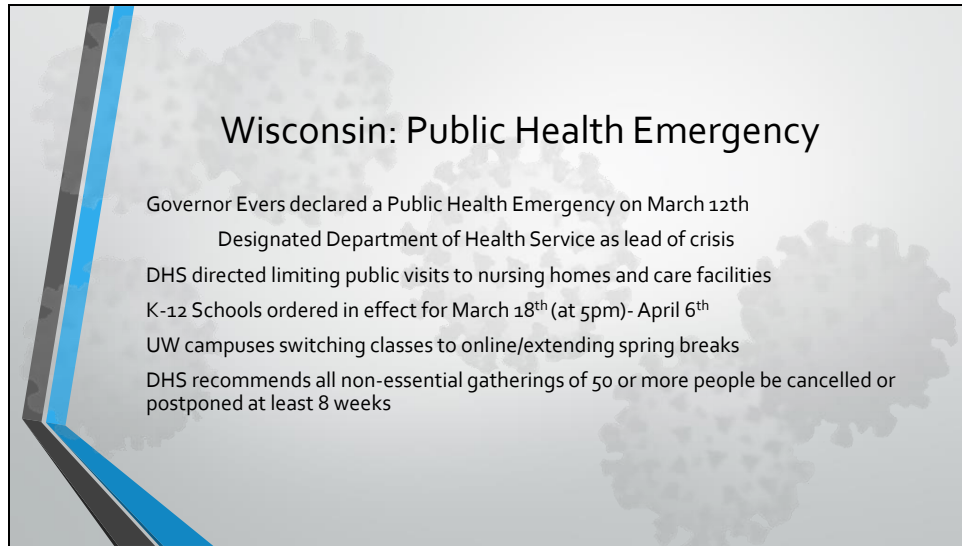
How it's spread

- Spread from person to person
- Close contact (within 6 feet)
- Respiratory droplets from infected person via coughing or sneezing
- Most contagious when most symptomatic
- May spread w/out symptoms
- Potentially spread by touching infected surfaces



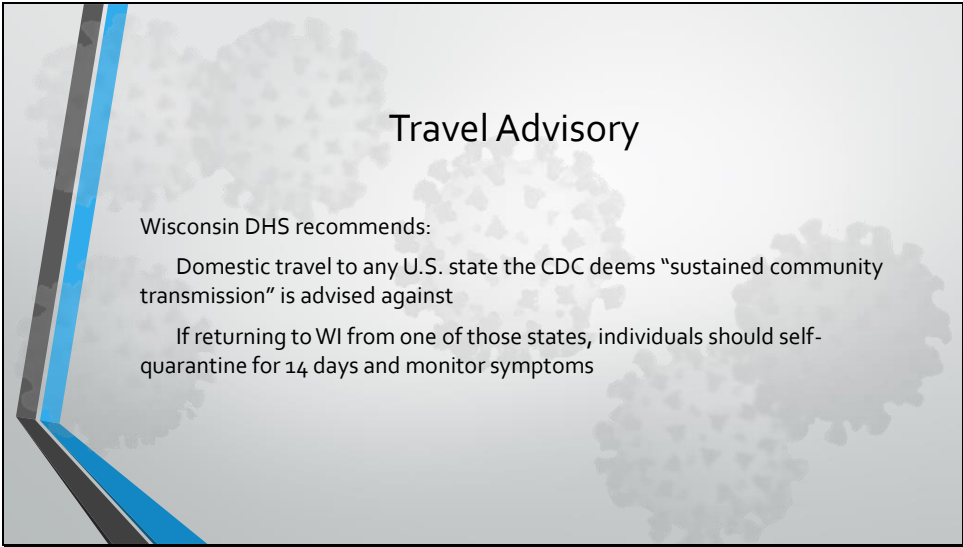


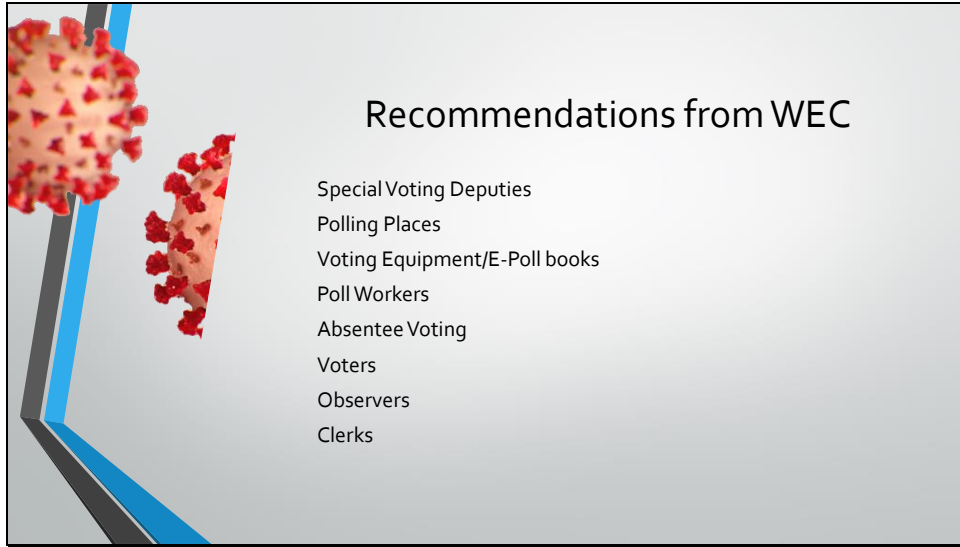




Wisconsin: Public Health Emergency

- Governor Evers declared a Public Health Emergency on March 12th
- Designated Department of Health Service as lead of crisis
- DHS directed limiting public visits to nursing homes and care facilities
- K-12 Schools ordered in effect for March 18th (at 5pm)- April 6th
- UW campuses switching classes to online/extending spring breaks
- DHS recommends all non-essential gatherings of 50 or more people be cancelled or postponed at least 8 weeks





Recommendations from WEC

- Special Voting Deputies
- Polling Places
- Voting Equipment/E-Poll books
- Poll Workers
- Absentee Voting
- Voters
- Observers
- Clerks

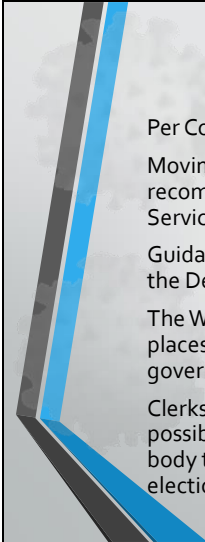
Special Voting Deputies

Per commission guidance as of March 12th

Foregoing dispatching SVD visits to facilities where vulnerable populations live

Municipal clerks will mail absentee ballots to residents in nursing homes and care facilities for both Spring Election and Presidential primary, as well as the May 12 Special Election

FAQs concerning procedural changes were sent directly to clerks on the evening of Friday, March 13.



Polling Places

WEC Guidance for Moving

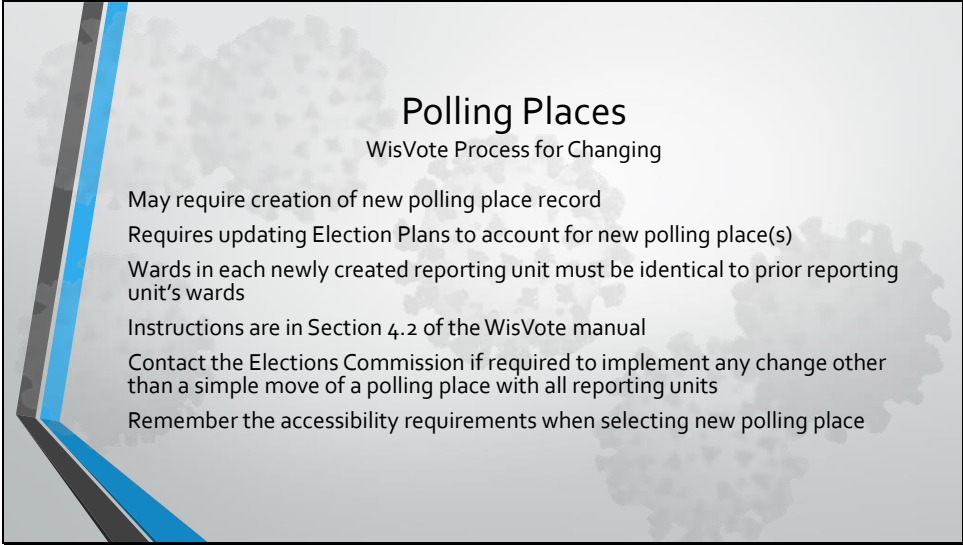
Per Commission guidance as of 3/12/2020 –

Moving a polling place from a facility with vulnerable populations is recommended by both the WEC and the Wisconsin Department of Health Services

Guidance is based upon the emergency order of the Governor and directives of the Department of Health Services

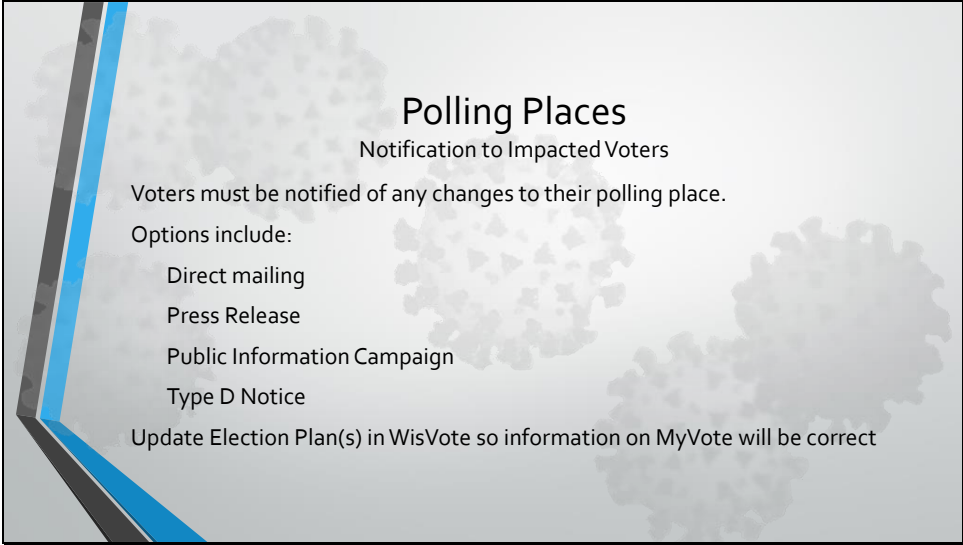
The WEC determined that it is appropriate for municipal clerks to move polling places within 30 days of the election without obtaining approval of the local governing body.

Clerks should consult with their governing bodies regarding these changes, if possible, but in some cases there may not be sufficient time for the governing body to meet to accommodate these changes and notify the public ahead of election day.



Polling Places
WisVote Process for Changing

- May require creation of new polling place record
- Requires updating Election Plans to account for new polling place(s)
- Wards in each newly created reporting unit must be identical to prior reporting unit's wards
- Instructions are in Section 4.2 of the WisVote manual
- Contact the Elections Commission if required to implement any change other than a simple move of a polling place with all reporting units
- Remember the accessibility requirements when selecting new polling place



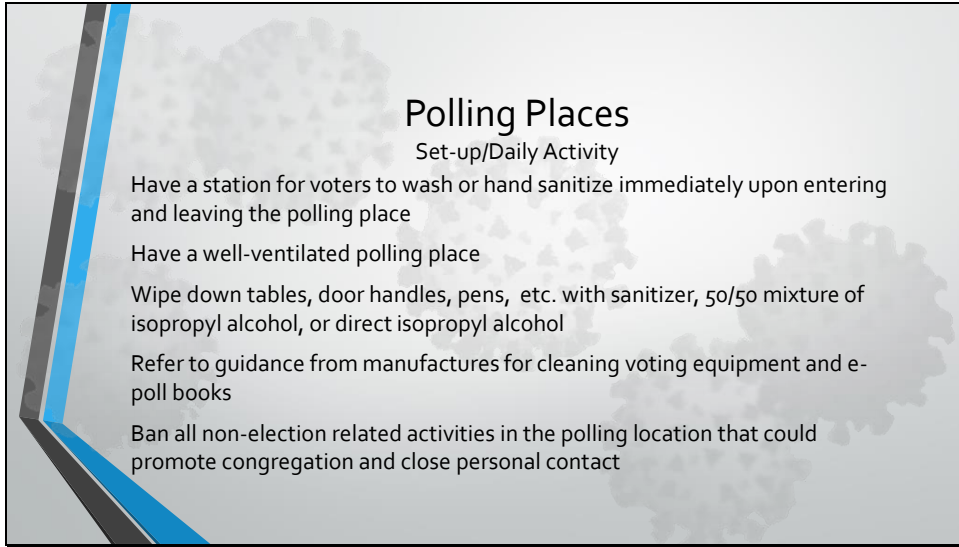
Polling Places
Notification to Impacted Voters

Voters must be notified of any changes to their polling place.

Options include:

- Direct mailing
- Press Release
- Public Information Campaign
- Type D Notice

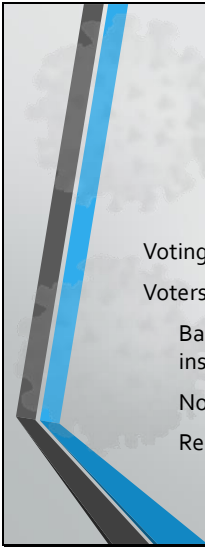
Update Election Plan(s) in WisVote so information on MyVote will be correct



Polling Places

Set-up/Daily Activity

- Have a station for voters to wash or hand sanitize immediately upon entering and leaving the polling place
- Have a well-ventilated polling place
- Wipe down tables, door handles, pens, etc. with sanitizer, *50/50* mixture of isopropyl alcohol, or direct isopropyl alcohol
- Refer to guidance from manufactures for cleaning voting equipment and e-poll books
- Ban all non-election related activities in the polling location that could promote congregation and close personal contact



Voting Equipment/E-Poll books

Self-Provided Supplies

Voting equipment manufacturer's marking pens are best

Voters may bring their own marking pens

- Ball-point pens are allowable to use when marking a ballot that will be inserted into the optical scan tabulator.
- No gel pens and "sharpie"-type felt tip pens
- Red ink should be avoided

Poll Workers

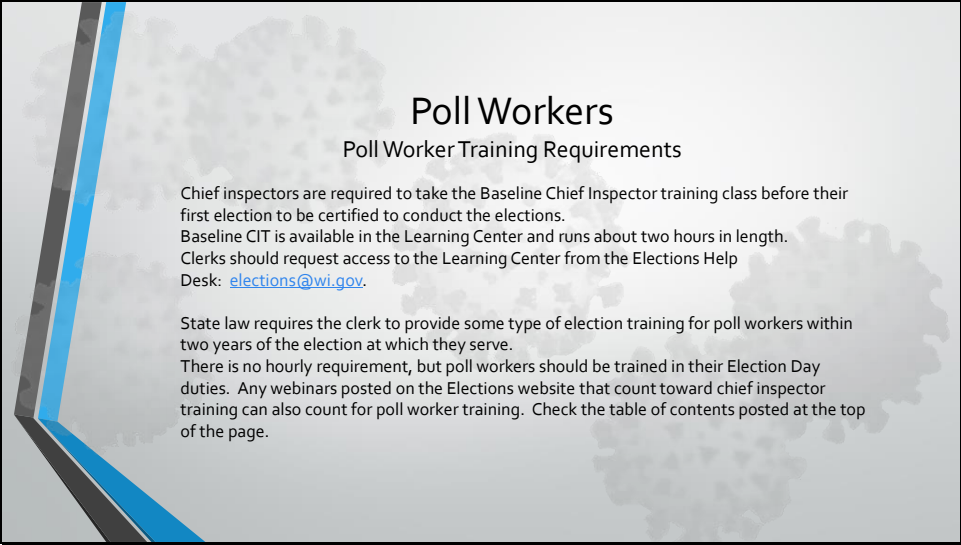
Poll Worker Shortages

Prepare for absences by recruiting and maintaining a list of backup poll workers

County, state or municipal employees may fill poll worker rolls – however if they receive compensation, they must report their earnings to their employer to be deducted from their pay

High school and college students may be good pool to recruit from

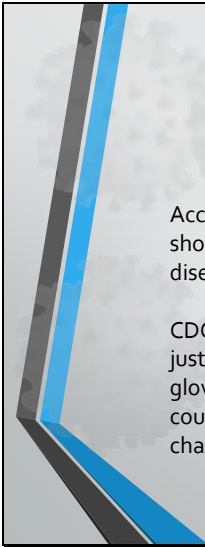
Counties can reserve a pool of election inspectors as well for their municipalities



Poll Workers
Poll Worker Training Requirements

Chief inspectors are required to take the Baseline Chief Inspector training class before their first election to be certified to conduct the elections. Baseline CIT is available in the Learning Center and runs about two hours in length. Clerks should request access to the Learning Center from the Elections Help Desk: elections@wi.gov.

State law requires the clerk to provide some type of election training for poll workers within two years of the election at which they serve. There is no hourly requirement, but poll workers should be trained in their Election Day duties. Any webinars posted on the Elections website that count toward chief inspector training can also count for poll worker training. Check the table of contents posted at the top of the page.

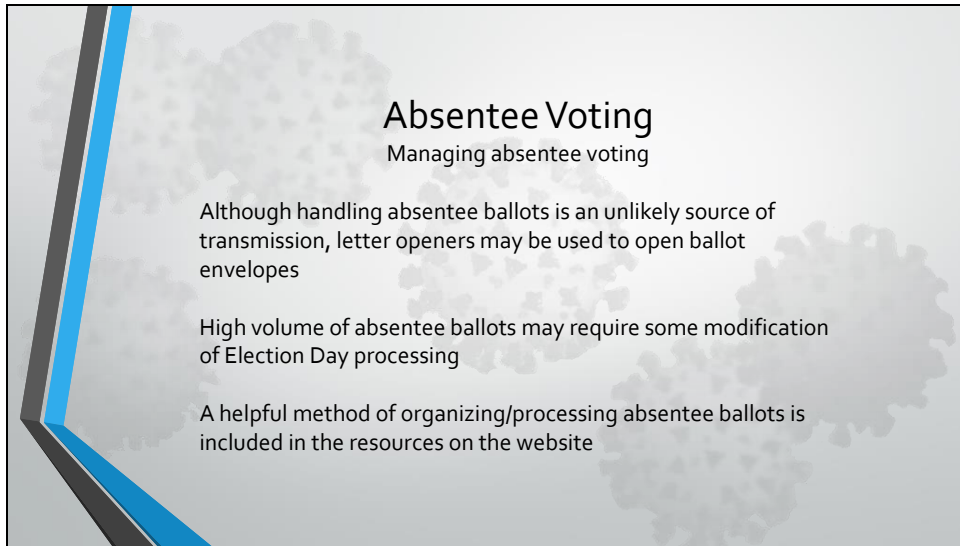


Poll Workers

Facemasks and Gloves

According to the CDC, facemasks should only be worn by people who show symptoms of COVID-19 to help prevent the spread of the disease to others.

CDC & WI DHS focus on hand cleanliness. Covering hands with gloves just means the virus could be on the gloves. If a person wearing gloves touches their face, then they can get infected. Wearing gloves could cause a false sense of security. If gloves are used they should be changed frequently.

A slide titled 'Absentee Voting' with a subtitle 'Managing absentee voting'. The slide features a decorative graphic on the left side consisting of overlapping diagonal lines in shades of blue and grey. The background of the slide is light grey with a faint pattern of small grey squares. The text is centered and reads: 'Absentee Voting', 'Managing absentee voting', 'Although handling absentee ballots is an unlikely source of transmission, letter openers may be used to open ballot envelopes', 'High volume of absentee ballots may require some modification of Election Day processing', and 'A helpful method of organizing/processing absentee ballots is included in the resources on the website'.

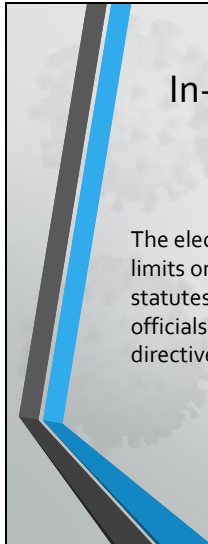
Absentee Voting

Managing absentee voting

Although handling absentee ballots is an unlikely source of transmission, letter openers may be used to open ballot envelopes

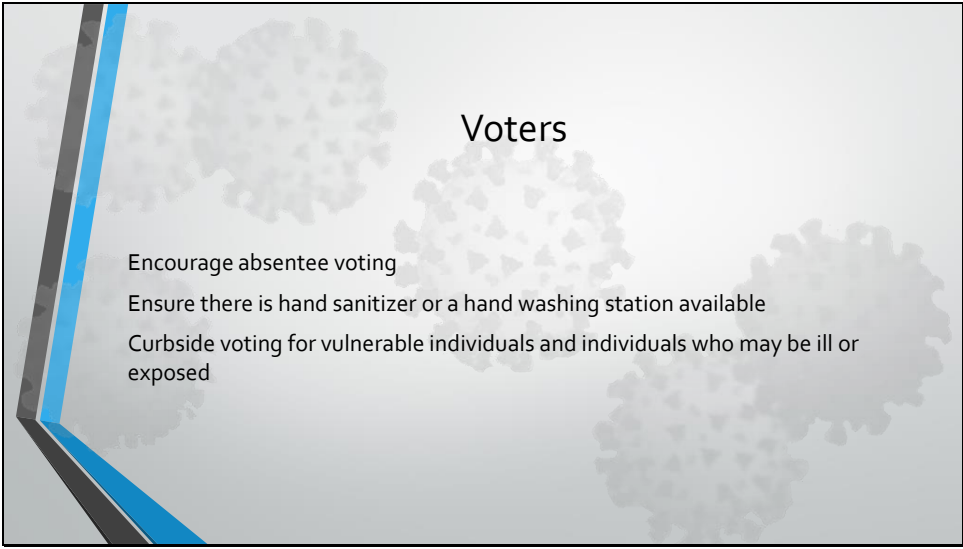
High volume of absentee ballots may require some modification of Election Day processing

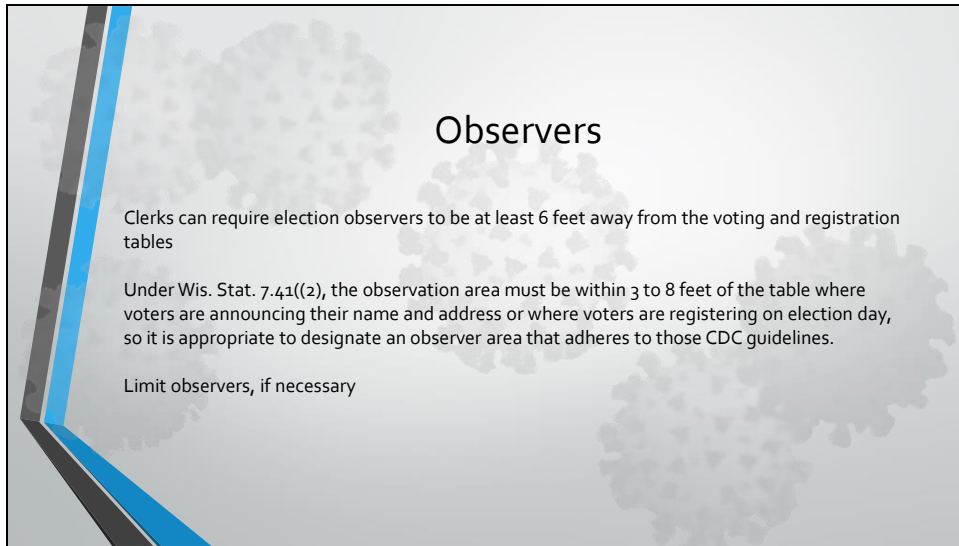
A helpful method of organizing/processing absentee ballots is included in the resources on the website



**In-Person Voter Registration and Absentee
Voting**
Local Governing Body Authority

The election laws do not provide local elected officials the authority to place limits on or eliminate registration or voting options established by the statutes. WEC staff is consulting with other officials to clarify whether local officials possess any emergency authority to alter election procedures absent directives from state or local public health officials.



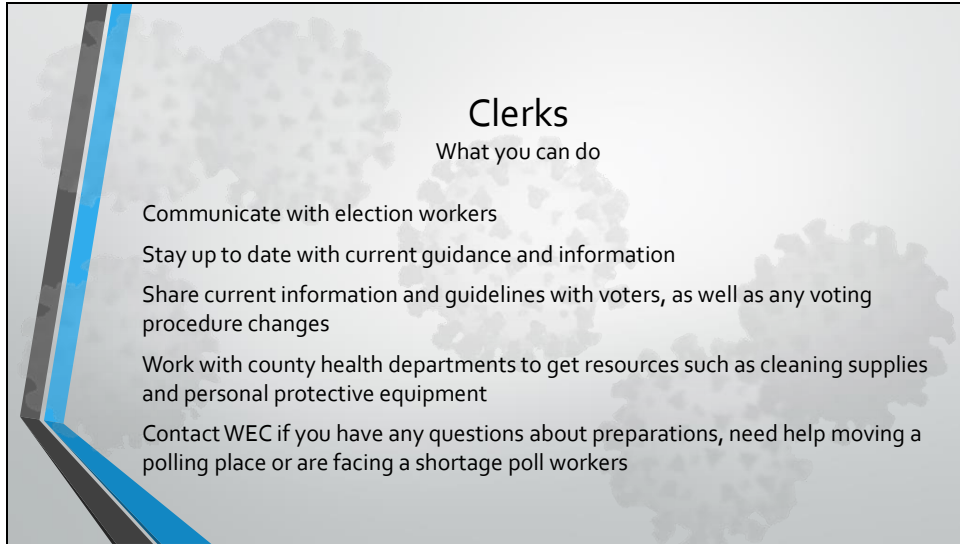


Observers

Clerks can require election observers to be at least 6 feet away from the voting and registration tables

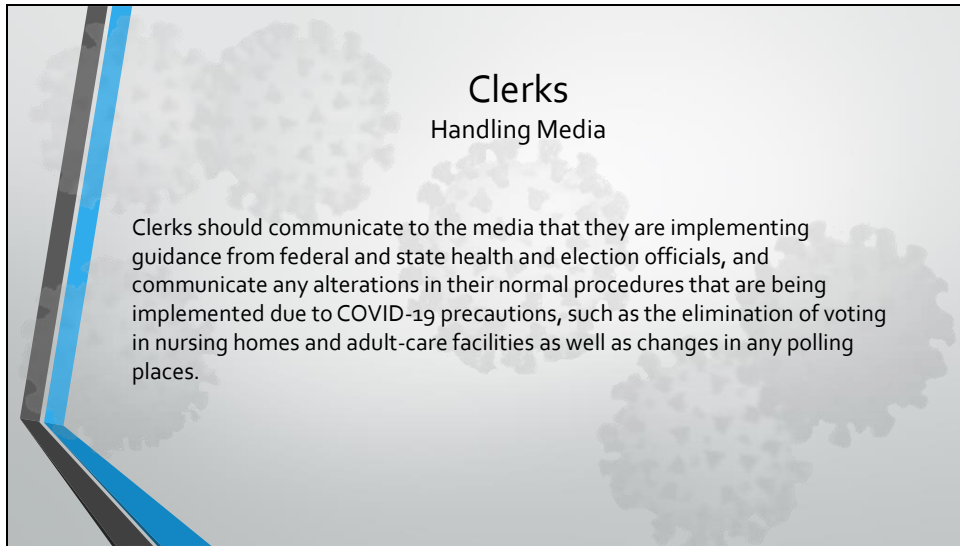
Under Wis. Stat. 7.41(2), the observation area must be within 3 to 8 feet of the table where voters are announcing their name and address or where voters are registering on election day, so it is appropriate to designate an observer area that adheres to those CDC guidelines.

Limit observers, if necessary



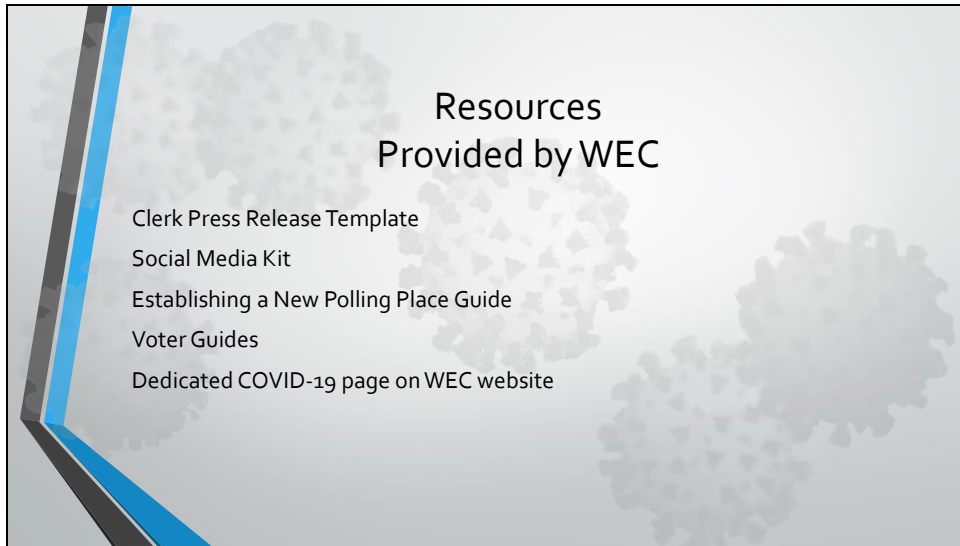
Clerks
What you can do

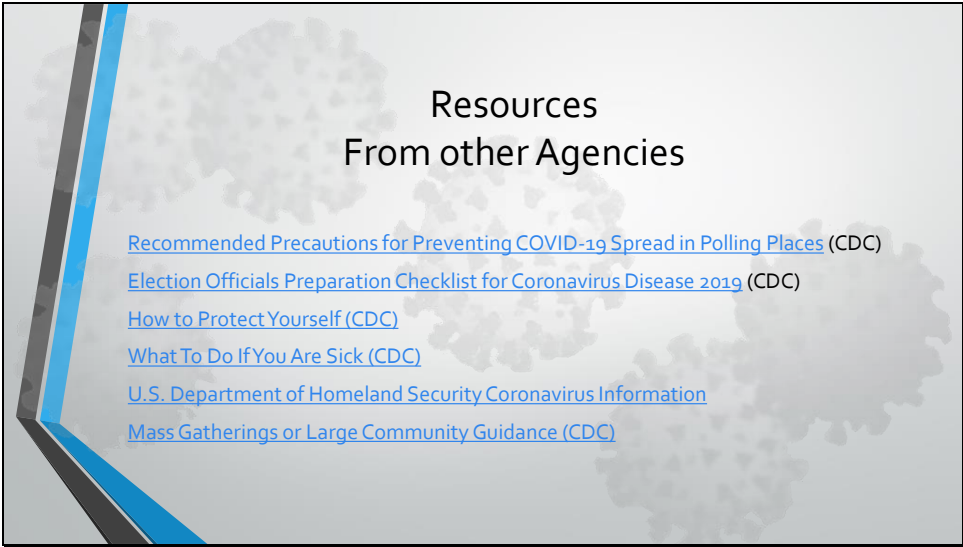
- Communicate with election workers
- Stay up to date with current guidance and information
- Share current information and guidelines with voters, as well as any voting procedure changes
- Work with county health departments to get resources such as cleaning supplies and personal protective equipment
- Contact WEC if you have any questions about preparations, need help moving a polling place or are facing a shortage poll workers



Clerks
Handling Media

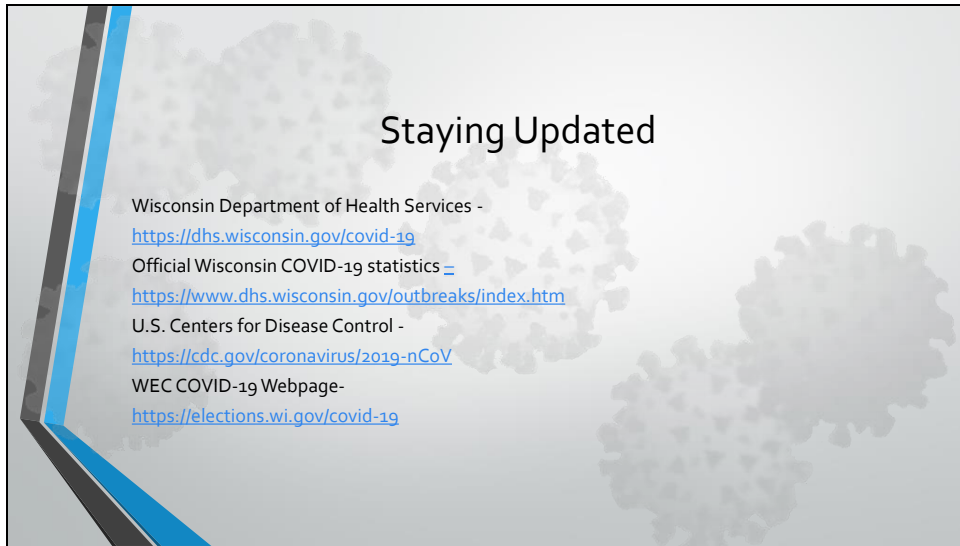
Clerks should communicate to the media that they are implementing guidance from federal and state health and election officials, and communicate any alterations in their normal procedures that are being implemented due to COVID-19 precautions, such as the elimination of voting in nursing homes and adult-care facilities as well as changes in any polling places.



A slide titled "Resources From other Agencies" with a light gray background and faint virus icons. The title is centered at the top. Below it, there is a list of six blue hyperlinks, each followed by "(CDC)" in a smaller font. The slide has a decorative blue and black geometric shape on the left side.

Resources
From other Agencies

- [Recommended Precautions for Preventing COVID-19 Spread in Polling Places](#) (CDC)
- [Election Officials Preparation Checklist for Coronavirus Disease 2019](#) (CDC)
- [How to Protect Yourself](#) (CDC)
- [What To Do If You Are Sick](#) (CDC)
- [U.S. Department of Homeland Security Coronavirus Information](#)
- [Mass Gatherings or Large Community Guidance](#) (CDC)



Staying Updated

Wisconsin Department of Health Services -
<https://dhs.wisconsin.gov/covid-19>
Official Wisconsin COVID-19 statistics -
<https://www.dhs.wisconsin.gov/outbreaks/index.htm>
U.S. Centers for Disease Control -
<https://cdc.gov/coronavirus/2019-nCoV>
WEC COVID-19 Webpage -
<https://elections.wi.gov/covid-19>

