

Wisconsin Elections Commission

Election Procedures: What Election Officials Should Know

February 24, 2021

Election Procedures: What Election Officials Should Know

Agenda Reviewing Photo ID Remaking Ballots UOCAVA Voters Issuing Provisional Ballots Reminders

Agenda

Reviewing Photo ID



- Both election inspectors must view the photo ID
- Both inspectors should review and confirm:
 - The name on the photo ID conforms to the voter's name on the poll book
 - It may be a variation, for example, Dick and Richard or Jones and Smith-Jones
 - The photo reasonably resembles the voter
 - The expiration date is unexpired, or if expired, meets expiration requirements
 - Wisconsin driver license expiration deadline extension for 60 and older voters

Reviewing Photo ID

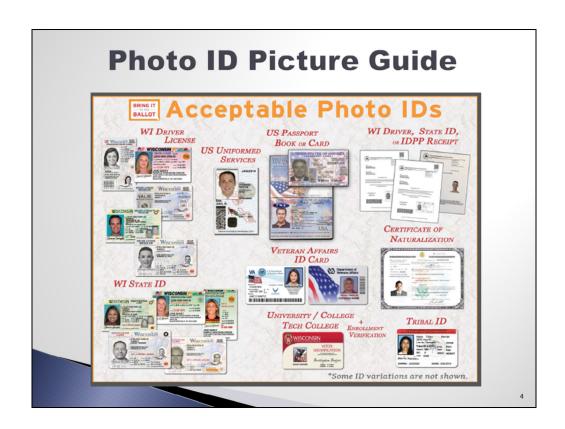


Photo ID Picture Guide

Photo ID - a few tips



- The Photo ID picture guide is a helpful tool, but it does not list every possible photo ID
 - For example, there are many varieties of military and retired military IDs. When in doubt, contact the clerk and/or the WEC before refusing to accept a military ID
- Voters do not have to wear masks, but if a voter is wearing a mask and you can't reasonably compare them to the photo ID, ask them to briefly move it
- An acceptable form of photo ID does not have to list the voter's current address
- A "Real ID" with a black star is not required
- No voter (except confidential voters) may be issued a ballot at the polls on Election Day without showing
 Photo ID

Photo ID - a few tips

PROOF O	OF RESIDENCE	VS. PROOF OF	DENTIFICATION
Proof of Residence (Registration)	Standards	Proof of ID (issuing a ballot)	Standards
State of WI Driver License or Instructional Permit (Cannot be used as POR if hole punched)	- May be revoked or suspended Unexpired	State of WI Driver License or Instructional Permit (May be used if hole punched)	- May be revoked or suspended - Unexpired or expired after 11/3/2020
State of WI Identification Card (Cannot be used as POR if hold punched)	- Unexpired	State of WI Identification Card (May be used if hole punched)	- Unexpired, or expired after 11/3/2020
Identification card issued by WI governmental body or unit	- Valid on date of registration*	Military ID card issued by a U.S. Uniformed Service	- Unexpired, or expired after 11/3/2020
Identification card issued by employer (not a business card)	- Valid on date of registration* - Photo required	Military ID card issued to a <i>veteran</i> by a U.S. Uniformed Service.	- May be expired—some may indicate "indefinite."
Real estate tax bill or receipt	- For current year or year preceding date of the election	Photo ID issued by the federal Dept. of Veterans Affairs	- Unexpired or has no expiration date
University, College or Tech College ID	Photo required – Address not required on ID Phus fee receipt with address dated within last 9 months	University, College or Tech College ID	May be expired — Date of issuance—Signature of student —Photo required Expiration date no later than 2 years after date of issuance. Document that proves enrollment. (not required if ID is unexpired)
Utility bill (gas, electric,	- For period that starts no earlier	U.S. Passport booklet or card	- Unexpired, or expired after 11/3/2020
phone, cell phone, cable TV, satellite, internet)	than 90 days before registration	Certificate of Naturalization	Unexpired issued not earlier that 2 years before election
Bank or Credit Union Statement	- any bank or CU account statement, regardless of the type of account.	WI DOT Driving Receipt WI DOT ID Card Receipt	- Unexpired - Valid for 45 days - Unexpired - Valid for 45 days
Credit Card Statement	- any credit card statement, including retail	Citation or Notice to Revoke or Suspend WI Driver License	- Unexpired
Paycheck or stub Check or other document	None Valid on date of registration*		- Dated within 60 days of the election - Unexpired, valid for 60 days.
issued by a unit of government	- valid off date of registration	БРР Тесерс	- Oriexpired, valid for 60 days.
Residential Lease	- Effective on date of registration* - Cannot be used as POR when registering by mail.	ID card issued by federally recognized WI tribe	- Expired or unexpired
Care Facility Contract or Intake Document	Must indicate voter resides at facility Is not required to indicate room number		

POR vs POI Standards

Remaking Ballots



- Why are ballots remade at the polls?
- Absentee voter made a mistake (overvoted, crossover vote)
- Voting equipment cannot "read" the ballot and it was rejected
- The election inspectors can determine voter intent that is not accurately counted by the voting equipment
 - Example: Absentee ballots with heavy creases in write-in area;
 Ballots were not "true" overvotes, but were not remade
- Voter marked the ballot incorrectly, for example, circled a candidate
- The ballot was damaged
- The ballot had been emailed to or downloaded by a military or overseas voter

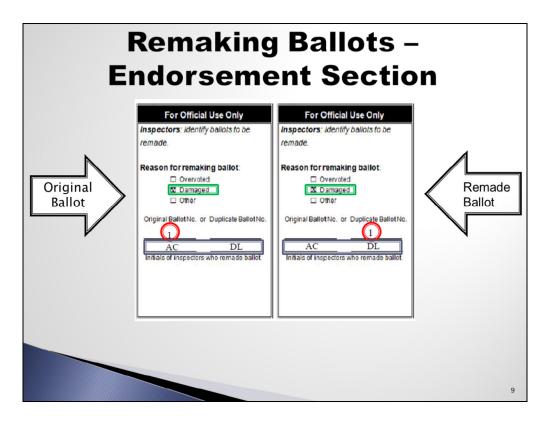
Remaking Ballots

Remaking Ballots



- Follow the step-by-step process in the Election Day manual
- Two election inspectors participate in the process
- Inspectors announce that a ballot is being remade and why
- Inspectors note a reason in the endorsement section of the ballot: overvoted, damaged or other
- Ballots labeled original ballot #(serial number) and duplicate ballot #(serial number) – these numbers should match so both versions can be compared!
- Both inspectors initial the ballots in the endorsement section

Remaking Ballots



Remaking Ballots

Remaking Ballots (con't)

Process

- Inspector transfers votes based on voter intent from the original ballot to the duplicate ballot
- Inspector notes on the Inspectors' Statement why the ballot had to be remade
- The remade ballots are inserted into the tabulator
- The original ballots are bundled together, marked and placed in the "Original Ballots Envelope."
- The "Original Ballots Envelope" is placed in the ballot container

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Remaking Ballots

UOCAVA Voters: General Reminders



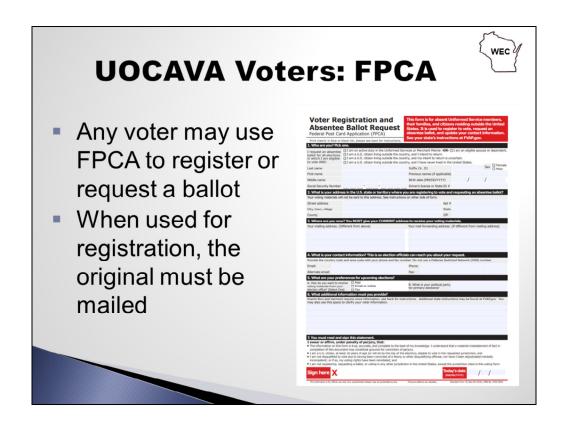
- Ballots for spring election must be sent 21 days in advance
- Military and overseas (not Indefinitely Confined) must make new requests annually
- No permanent overseas ballots for spring
- Military and temp. overseas may use FWAB/FPCA to register, request ballot, write-in ballot
- Temporary overseas voters must provide ID

UOCAVA Voters: General Reminders

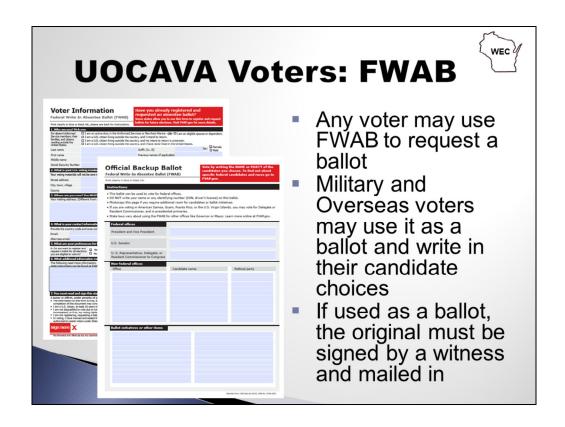
UOCAVA Voters: (General Reminders (con't)

- Military voters may request ballots until 5pm
 Friday before Election Day
- Ballot delivery method and application source don't always match
- Military members don't have to register or provide photo ID

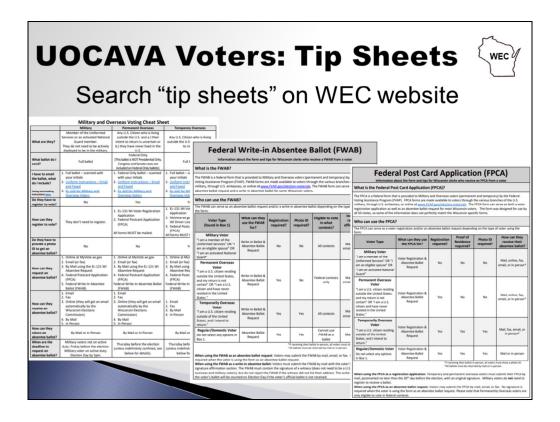
UOCAVA Voters: General Reminders



UOCAVA Voters: FPCA



UOCAVA Voters: FWAB



UOCAVA Voters: Tip Sheets

Issuing Provisional Ballots



- Follow the step-by-step process in the Election Day manual.
- When are provisional ballots required to be offered to voters?
 - A voter who has been issued a WI driver license or state ID card and is unable or unwilling to provide the number.
 - A voter who is unable or unwilling to provide photo ID.
- When are provisional ballots not offered to voters?
 - A voter who does not have acceptable proof of residence.
 - A voter in the wrong polling place.

Issuing Provisional Ballots

Issuing Provisional Ballots (con't)



- Can the election inspectors suggest the voter bring the missing information back to the polling place?
 - Yes, but the voter should be informed of all their options, including returning the missing information to the clerk's office by 4 pm the Friday following the election.
 - IDPP information should be available for voters who need to get a photo ID.
- Are the number of outstanding provisional ballots posted on the clerk's website election night?
 Yes, state law requires the number to be posted.

Issuing Provisional Ballots

Reminders



- Clerks may send out by mail absentee ballots when ballots are available.
- By mail absentee ballot requests may not be delivered by a voter in the clerk's office or a drop box before the start of in person absentee voting.
- In person absentee voting in the clerk's office may not begin any earlier than 14 days before an election or March 23, 2021.
 - Clerks who issued in person absentee ballots prior to that date must contact the voter to let them know it will not be honored.

Reminders

Reminders



- Absentee ballots voted or returned to the clerk's office or the polling place should be clearly secured.
- Voters may request calendar year absentee ballots on the MyVote WI website through 5 pm the Friday before the election.
- The use of Special Voting Deputies for the April election will be discussed at the March 2 Commission meeting.

Reminders



Questions?