Wisconsin Elections Commission

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(608) 266-8005 | elections@wi.gov | elections.wi.gov

August 24, 2021

VIA EMAIL

Paul Farrow, Chair
Republican Party of Wisconsin
148 E. Johnson Street
Madison, Wisconsin 53703

Dear Chair Farrow:

This is a friendly reminder that Tuesday, November 30, 2021, is the statutory deadline for county or local political parties to submit nominations of qualified persons who are willing to serve as Election Inspectors (poll workers) and members of the Municipal Board of Absentee Ballot Canvassers, where required, in Wisconsin municipalities for the coming two years.

Please inform your county party chairs and applicable local party committee members of their opportunity and responsibility to assist in the appointment process. The county or local party officeholder(s) charged with submitting the lists depends on the municipality and is set out in Wis. Stat. § 7.30(4).

In all towns, village and cities except the City of Milwaukee	"...the <u>mayor</u>, <u>(village) president</u>, or **clerk** of the municipality, or to his or her agent..." Wis. Stat. § 7.30(4)(b)2.a.,b.
In the City of Milwaukee	The Milwaukee City Board of Election Commissioners Wis. Stat. § 7.30(4)(b)1.

In order to facilitate the process, WEC staff advises that the lists be submitted to both the head of the governing body and the municipal clerk if possible. Though not specifically required, WEC staff recommends that the party representative also provide the clerk with a copy of the list. If the head of the governing body did not receive the list, the clerk is required to immediately forward a copy of the list to that elected official. Wis. Stat. § 7.30(4)(b)2.a.,b.

The county or local party official submitting the lists must certify that all nominees on the list have been contacted and have agreed to serve as an election official. Wis. Stat. § 7.30(4)(b). The certification must be placed on the list and signed by the official submitting the list.

The list must be submitted by the deadline in order to ensure appointment of the named nominees. Additional names may be added to the list at any time, provided the initial list was submitted timely. Nominated individuals must be qualified electors of the county in which the official will

serve. The list may also designate any individuals as first-choice nominees, and if those individuals qualify, the governing body must appoint each first-choice nominee for as long as positions are available. Please consult Wis. Stat. § 7.30(4) for exact instructions. If a local party does not submit a list, or does not submit enough names, the Mayor, Village President, Town Board Chairperson or Board of Election Commissioners may nominate qualified individuals on a non-partisan basis, without regard to party affiliation. In this case qualified electors of the municipality must be given priority for appointment. The governing body of the municipality appoints the inspectors for a two-year term before December 31, 2021.

A reminder to municipal clerks with respect to their duty to use names provided by the political parties when appointing inspectors has been posted to the agency website. For your information, the reminder can be accessed here.

Thank you for your assistance in ensuring that Wisconsin's elections remain open, fair and transparent, by providing our municipal clerks with your lists of qualified nominees. Please refer to the Election Official section of the Election Administration Manual for additional information. If you have questions, please contact the WEC Help Desk at (608) 261-2028, or elections@wi.gov.

Sincerely,

WISCONSIN ELECTIONS COMMISSION

Meagan Wolfe
Administrator