



# Wisconsin Elections Commission

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**Wisconsin Elections Commission**  
Special Teleconference Meeting  
212 E. Washington Avenue, Third Floor  
Madison, Wisconsin  
6:00 pm January 31, 2022

Open Session Minutes

**Present:** Commissioner Ann Jacobs, Commissioner Marge Bostelmann, Commissioner Julie Glancey, Commissioner Dean Knudson, Commissioner Robert Spindell Jr., and Commissioner Mark Thomsen, all by teleconference.

**Staff present:** Meagan Wolfe, Richard Rydecki, Sharrie Hauge, Robert Kehoe, Jim Witecha, Brandon Hunzicker, Riley Vetterkind, John Smalley, and Anna Langdon, all by teleconference

## **A. Call to Order**

Commission Chair Jacobs called the meeting to order at 6:01 pm 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 Potential Action on Statement of Scope for Emergency Administrative Rule Regarding Correction of Errors and Omissions on Absentee Ballot Certificate Envelopes**

Administrator Meagan Wolfe appeared and introduced the three documents provided to the Commissioners and posted publicly prior to the meeting. The first two documents were draft scope statements and the third document was a draft letter. She noted the first scope statement was modeled after current guidance voted on unanimously by the Commission in 2016 and the alternative scope statement was modeled after the original recommendation brought before the Commission in 2016. She also went over the draft response letter addressed to the Joint Committee for the Review of Administrative Rules (JCRAR) that outlined actions the commission had taken on their orders. Administrator Wolfe noted the actions taken by the Commission that day would be added to the letter before it was sent.

Staff counsel Jim Witecha appeared and presented the scope statements. He pointed out the two scope statements were similar, with the main difference being the “best alternative” solution contained a

*Wisconsin Elections Commissioners*

Ann Jacobs, chair | Marge Bostelmann | Julie M. Glancey | Dean Knudson | Robert Spindell | Mark L. Thomsen

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*Administrator*  
Meagan Wolfe

component of informed consent from the voter to allow their absentee ballot certificate envelope to be corrected by the clerk.

**MOTION:** Adopt the “second” scope statement with the language, “clerks would be required to make contact and obtain voter consent before personally making any required corrections to missing information.”

Moved by Commissioner Spindell. Seconded by Commissioner Knudson.

Discussion.

|                 |             |     |           |     |
|-----------------|-------------|-----|-----------|-----|
| Roll call vote: | Bostelmann: | Aye | Glancey:  | No  |
|                 | Jacobs:     | No  | Spindell: | Aye |
|                 | Knudson:    | Aye | Thomsen:  | No  |

Motion failed 3-3.

**MOTION:** Adopt the scope statement with the language, “If clerks are able to discern any missing information from outside sources, clerks are not required to contact the voter before making that correction directly to the absentee certificate envelope.”

Moved by Commissioner Thomsen. Seconded by Commissioner Glancey.

|                 |             |     |           |     |
|-----------------|-------------|-----|-----------|-----|
| Roll call vote: | Bostelmann: | Aye | Glancey:  | Aye |
|                 | Jacobs:     | Aye | Spindell: | No  |
|                 | Knudson:    | No  | Thomsen:  | Aye |

Motion carried 4-2.

Chairwoman Jacobs briefly summarized the draft letter to JCRAR.

**MOTION:** Direct staff to update the letter to JCRAR to include a write-up of tonight’s motions similar to what is already included for the January 28, 2022 meeting.

Moved by Commissioner Knudson. Seconded by Commissioner Spindell.

|                 |             |     |           |     |
|-----------------|-------------|-----|-----------|-----|
| Roll call vote: | Bostelmann: | Aye | Glancey:  | Aye |
|                 | Jacobs:     | Aye | Spindell: | Aye |
|                 | Knudson:    | Aye | Thomsen:  | Aye |

Motion carried 6-0.

## **D. Adjourn**

**MOTION:** To adjourn.

Moved by Commissioner Spindell. Seconded by Commissioner Knudson.

|                 |             |     |           |     |
|-----------------|-------------|-----|-----------|-----|
| Roll call vote: | Bostelmann: | Aye | Glancey:  | Aye |
|                 | Jacobs:     | Aye | Spindell: | Aye |
|                 | Knudson:    | Aye | Thomsen:  | Aye |

Motion carried 6-0.

The Commission adjourned at 7:04 pm.

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January 31, 2022 Wisconsin Election Commission meeting minutes prepared by:



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Anna Langdon, Help Desk Staff

February 1, 2022

January 31, 2022 Wisconsin Election Commission meeting minutes certified by:



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Marge Bostelmann, Commission Secretary

March 9, 2022