Sworn and Notarized Statement

I, David Bolter who resides at 2761 S. 43rd Street, Milwaukee, WI 53219 submit my Sworn Wisconsin Election Commission Complaint under the Penalty of Perjury.

I, David Bolter, being first duly sworn, on oath, state that I personally read my complaint, and that my allegations are true based on my personal knowledge and, as to those stated on information and belief, I believe them to be true.

Complainant David Bolter's Signature REBECCA SCARBERRY Notary Public State of Wisconsin STATE OF WISCONSIN))) ss. County of (county of notarization) 2022 Sworn to before me this day of lim (Signature of person authorized to administer oaths) My Commission Expires February 21, 2023 , or is permanent. My commission expires Notary Public or

(official title if not notary)

State of Wisconsin Before the Wisconsin Elections Commission

The Verified Complaint of

David Bolter 2761 S. 43rd St. Milwaukee, WI 53219

Against Complaint Respondent

Executive Director Claire Woodall-Vogg Milwaukee Election Commission 200 E Wells St Room 501 Milwaukee, WI 53202

This complaint is made under Wis. Stat. § 5.06, Wis. Stat. § 5.02(4e), Wis. Stat. § 6.869, Wis. Stat. § 7.15(1)(f), Wis. Stat. § 12.09(2), Wis. Stat. § 12.11(2)(a), and Wis. Stat. § 12.11(2)(b)(7).

Michael Spitzer-Rubenstein's Email to Milwaukee Election Commission's Executive Director Claire Woodall-Vogg

Michael Spitzer-Rubinstein emailed Milwaukee Election Commission's Executive Director <u>Claire Woodall-Vogg on August 28, 2020 at 10:17 AM</u> to ask for referrals and provide updates. Mr. Spitzer-Rubenstein's email had three distinct parts.1. Mr. Spitzer-Rubinstein asked Executive Director Woodall-Vogg for WEC and Milwaukee County referrals. 2. Mr. Spitzer-Rubenstein asked Executive Director Woodall-Vogg for "procedures manual" and any "instructions for ballot reconstruction." 3. Mr. Spitzer-Rubenstein also provided Executive Director Woodall-Vogg with updates on the election administration he was doing.

According to <u>Wisconsin Statute § 5.02(4e)</u>, the definition of an election official is "an individual who is charged with any duties relating to the conduct of an election." Since Mr. Spitzer-Rubenstein wrote in his email to Executive Director Woodall-Vogg that he performed several duties for the Milwaukee Election Commission related to the 2020 election, Mr. SpitzerRubenstein was in fact acting as a Wisconsin election official. According to Mr. Spitzer-Rubenstein's email, it was Executive Director Woodall-Vogg who charged him with election official duties.

The <u>Wisconsin Election Administration Manual</u> states that it is important for a municipal clerk to make sure individuals are well-trained and qualified. No doubt Mr. Spitzer-Rubenstein's *New York* residence would have disqualified him from becoming a *Wisconsin* election official. To ensure Wisconsin elections are safe, secure, fair, and free, Wisconsin legislators required Executive Director Woodall-Vogg's election subordinates to be well-trained and qualified, which Mr. Spitzer-Rubenstein was not.

In his email's subject line, Mr. Spitzer-Rubenstein wrote, "Ops Meeting Follow-up." The first line in Mr. Spitzer-Rubenstein's email to Executive Director Woodall-Vogg was, "Great talking to you yesterday. Just a few notes on follow-ups."

Executive Director Woodall-Vogg abused her discretion by having a high-level "Ops meeting" with Mr. Spitzer-Rubenstein because Mr. Spitzer-Rubenstein had no certification or training for conducting Wisconsin elections. Also, Mr. Spitzer-Rubenstein was not a Wisconsin election official that was required for the type of election duties that he stated he was doing in his email.

Mr. Spitzer-Rubenstein's updates raise several red flags because Mr. Spitzer-Rubenstein lacked statutory authority to perform Wisconsin election official duties. In Mr. Spitzer-Rubenstein's email he said he will submit his absentee voter instruction edits to Executive Director Woodall-Vogg on the next business day. Executive Director Woodall-Vogg abused her discretion by delegating Mr. Spitzer-Rubenstein who was a not a Wisconsin election official to edit Milwaukee's voter instructions.

In Mr. Spitzer-Rubenstein's email he wrote that, "We're pushing Quickbase to get their system up and running." Complainant assumes Mr. Spitzer-Rubenstein's reference to "their system" is US Digital Response (USDR), another nonprofit organization and CTCL partner. Quickbase is a database program whose intended use was to track when Milwaukee voters cast their ballots.

In Executive Director <u>Woodall-Vogg's September 16, 2020 email</u>, she wrote, "While I completely understand and appreciate the assistance that is trying to be provided, I am definitely not comfortable having a non-staff member involved in the functions of our voter database, much less recording it. ... I don't think I'm comfortable having USDR get involved when it comes to our voter database." If Executive Director was uncomfortable with a non-staff member's involvement with Milwaukee's voter database, why wasn't she uncomfortable with Mr. Spitzer-Rubenstein, who is also a non-staff member, performing election official duties when he did not meet Wisconsin's qualifications?

There are no emails or evidence that shows Executive Director Woodall-Vogg tried to stop Mr. Spitzer-Rubenstein or USDR from using Quickbase to interface with the Milwaukee Election Commission's database between August 28, 2020, the date Mr. Spitzer-Rubenstein first discussed Quickbase and September 16, 2020, the date of Executive Director Woodall-Vogg's email about feeling uncomfortable with USDR. Executive Director Woodall-Vogg abused her discretion by giving her permission to Mr. Spitzer-Rubenstein and USDR to create an interface with Milwaukee's database for the purpose of tracking Milwaukee voters between August 28, 2020 and September 16, 2020.

In Executive Director <u>Woodall-Vogg's September 16, 2020 email</u>, the entire content of her email is readable, but the person she sent her September 16, 2020 email is not. When Executive Director Woodall-Vogg wrote she was "definitely not comfortable having a non-staff member involved in the functions of our voter database" to whom was she expressing her concerns to?

In <u>Mr. Spitzer-Rubenstein's email</u> he wrote, "I'll create a flowchart for the VBM processing that we will be able to share with both inspectors and observers." VBM is an acronym for "vote by mail." Since Mr. Spitzer-Rubenstein is not a Wisconsin election official, Executive Director Woodall-Vogg abused her discretion by assigning Mr. Spitzer-Rubenstein the job to a create a flowchart for Milwaukee's vote by mail processing.

At the beginning of <u>Mr. Spitzer-Rubenstein's email</u>, he asked Executive Director Woodall-Vogg to send him "the procedures manual and any instructions for the ballot reconstruction process." At the end of Mr. Spitzer-Rubenstein's email, he said, "I'll look at the reconstruction process and try to figure out ways to make sure it's followed." Executive Director Woodall-Vogg abused her election official discretion by allowing Mr. Spitzer-Rubenstein to manage the curing of Wisconsin ballots. Mr. Spitzer-Rubenstein may not have directly cured Milwaukee's absentee ballots, but according to Mr. Spitzer-Rubenstein email to Executive Director Woodall-Vogg, he was involved in the managing of the process.

In an October 9, 2020 email from Michael Spitzer-Rubenstein to Kris Teske, Mr. Spitzer-Rubenstein wrote, "Kris . . . I'll also be in Wisconsin starting next week; can I stop by your office next Friday? I'm happy to lend a hand. For instance, I'm helping Milwaukee assign inspectors to Central Count stations as well as polling places; happy to do the same for you." Executive Director Woodall-Vogg's selection of Mr. Spitzer-Rubenstein to manage or assign inspectors to Milwaukee's Central Count and polling places are abuses of Ms. Woodall-Vogg's election official discretion.

Executive Director Claire Woodall-Vogg's Violations of Wis. Stat. § 6.869

<u>Wis. Stat. § 6.869</u> states the following: "Uniform instructions. The commission shall prescribe uniform instructions for municipalities to provide to absentee electors." There are about 80 emails between CTCL, Center for Civic Design (CCD), the Zuckerberg 5 clerks, and Executive Director Woodall-Vogg that discussed the creation and printing of the Zuckerberg 5's English and Spanish absentee ballot instructions. Executive Director Woodall-Vogg and the remaining Zuckerberg 5 municipal clerks violated Wis. Stat. § 6.869 that only charges WEC with duty to create uniform absentee voting instructions. WEC Administrator Meagan Wolfe provided an <u>update for Uniform Instructions for Absentee</u> <u>Voters</u> on August 18, 2020. The next day (August 19, 2020) Executive Director Woodall-Vogg emailed the other Zuckerberg 5 clerks, CTCL and CCD employees about the absentee voter instructions. In her email Executive Director Woodall-Vogg admitted the July 30, 2020 update "slipped past" her when the WEC Commission approved absentee voting instructions three weeks earlier (Exhibit 1). Ms. Woodall-Vogg also said she preferred CCD's absentee ballot instructions over WEC's absentee ballot instructions (Exhibit 1).

CTCL Director Whitney May stated the following in her August 18, 2020 email (Exhibit 2):

"CTCL is putting the brakes on operation envelope with the WI-5 because:

- WEC wants everyone in the state using the same formats
- WEC wants to complete new envelope design work next year
- WEC shared uniform instructions today"

The intention of CTCL Director May's email was to stop CCD, the Zuckerberg 5 clerks, and Executive Director Woodall-Vogg from continuing to write absentee ballot instructions and design absentee ballot envelopes in violation of Wis. Stat. § 6.869.

Wis. Stat. § 6.869 should have prevented Executive Director Woodall-Vogg from writing English and Spanish absentee ballot instructions, but it did not. What's worse, Ms. Woodall-Vogg tasked Mr. Spitzer-Rubenstein with writing absentee ballot instructions though he wasn't a qualified Wisconsin election official. In Mr. Spitzer-Rubenstein's email to Executive Director Woodall-Vogg, he wrote, "By Monday, I'll have our edits on the absentee voter instructions."

Executive Director Claire Woodall-Vogg's Violations of Wis. Stat. § 7.15(1)(f)

<u>Wis. Stat. § 7.15(1)(f)</u> states the following: (1) Each municipal clerk has charge and supervision of elections and registration in the municipality. The clerk shall perform the following duties and any others which may be necessary to properly conduct elections or registration: (f) Discharge election officials for improper conduct or willful neglect of duties.

Wis. Stat. § 7.15(1)(f) required Executive Director Woodall-Vogg to discharge Mr. Spitzer-Rubenstein for his numerous and continuous acts of improper conduct. Because Mr. Spitzer-Rubenstein was not a Milwaukee Election Commission employee, Executive Director Woodall-Vogg was duty bound to discharge Mr. Spitzer-Rubenstein for the improper conduct of writing absentee voter instructions, creating a flowchart of Milwaukee's vote by mail processing, and assigning inspectors to Milwaukee's central count and polling places. When Executive Director Woodall-Vogg wrote in her email that she was uncomfortable with USDR interfacing with <u>Milwaukee's voter database</u>, she should have immediately discharged Mr. Spitzer-Rubenstein and his co-workers as Wis. Stat. § 7.15(1)(f) required of her. Instead of discharging Mr. Spitzer-Rubenstein for improper conduct as she should have, Executive Director Woodall-Vogg did as Mr. Spitzer-Rubenstein asked and referred him to WEC for more Wisconsin election official duties, which he was unqualified to perform.

Executive Director Claire Woodall-Vogg's Referral to WEC

According to <u>Mr. Spitzer-Rubenstein's email</u> to Executive Director Claire Woodall-Vogg, he was involved with Milwaukee absentee voting instructions, the system for processing vote by mail ballots, the management of curing Milwaukee absentee votes, and the tracking of Milwaukee voters. Given that Mr. Spitzer-Rubenstein was not a Wisconsin election official and had not received Wisconsin election official training, Mr. Spitzer-Rubenstein's performing upper management Wisconsin election administration duties was dubious at best. In spite of Mr. Spitzer-Rubenstein zealously and inappropriately involving himself in the administration of a Wisconsin election, Executive Director Claire Woodall-Vogg introduced Mr. Spitzer-Rubenstein to WEC officials as he requested.

Had Mr. Spitzer-Rubenstein been hired as an official Milwaukee Election Commission employee, Mr. Spitzer-Rubenstein would have had to complete a job application, submit a resume, attend multiple job interviews, and undergo a background check. Because Mr. Spitzer-Rubenstein was *not* a vetted Milwaukee Election Commission employee or a certified Wisconsin election official, Executive Director Claire Woodall-Vogg's referral of Mr. Spitzer-Rubenstein to WEC officials was an abuse of her election official discretion.

On August 28, 2020 Mr. Spitzer-Rubenstein asked Executive Director Claire Woodall-Vogg for WEC and Milwaukee County referrals at 10:17 AM. Thirty-eight minutes later at 10:55 AM, Executive Director Claire Woodall-Vogg referred Mr. Spitzer-Rubenstein to WEC officials.

Mr. Spitzer-Rubenstein asked Executive Director Woodall-Vogg to refer him to only WEC employee Reid Magney, but Executive Director Woodall-Vogg also referred Mr. Spitzer-Rubenstein to WEC Administrator Meagan Wolfe and WEC Assistant Administrator Richard Rydecki. Executive Director Woodall-Vogg provided three WEC referrals when Mr. Spitzer-Rubenstein requested only one WEC referral. On the other hand, Executive Director Woodall-Vogg did not refer Mr. Spitzer-Rubenstein to Milwaukee County as Mr. Spitzer-Rubenstein requested. Executive Director Woodall-Vogg had her reason to not refer Mr. Spitzer-Rubenstein to Milwaukee County. Could Executive Director Woodall-Vogg's reason be that Milwaukee County was not privy to CTCL's grants and wouldn't put up with Mr. Spitzer-Rubenstein intrusion into the County's 2020 election administration?

Executive Director Claire Woodall-Vogg's Election Fraud Violations

<u>Wis. Stat. 12.11(2)(a)</u> is about election officials and election fraud, and the statute states the following: "The willful neglect or refusal by an election official to perform any of the duties

prescribed under chs. 5 to 12 is a violation of this chapter." Executive Director Woodall-Vogg had the duty prescribed by Wis. Stat. § 7.15(1)(f) to discharge Mr. Spitzer-Rubenstein from his volunteer Milwaukee Election Commission employment because Mr. Spitzer-Rubenstein lacked the proper training, certification, qualifications, and oath of office to take on the election official duties that he was performing.

According to the Election Administration Manual for Wisconsin Municipal Clerks and Wis. Stat. § 5.02(4e), a Wisconsin election official is defined as "an individual who is charged with any duties relating to the conduct of an election." Mr. Spitzer-Rubenstein's writing of Milwaukee's absentee voting instructions, creating a flowchart of Milwaukee's vote by mail processing, assigning inspectors to Milwaukee's central count and polling places, and attempt at interfacing with Milwaukee's voter database were conduct relating to the November 3, 2020 presidential election. Executive Director Woodall-Vogg failed to discharge Mr. Spitzer-Rubenstein for his improper conduct as Stat. § 7.15(1)(f) required of her. Because Ms.Woodall-Vogg failed to discharge Mr. Spitzer-Rubenstein, Ms.Woodall-Vogg willfully neglected Stat. § 7.15(1)(f) and committed election fraud in violation of Wis. Stat. § 12.11(2)(a).

Wis. Stat. § 12.11(2)(b)(7) is about election officials and election fraud and states the following: "In the course of the person's official duties or on account of the person's official position, intentionally violate or intentionally cause any other person to violate any provision of chs. 5 to 12 for which no other penalty is expressly prescribed." Executive Director Woodall-Vogg assigning Mr. Spitzer-Rubenstein to the election official duties of creating a flowchart of Milwaukee's vote by mail processing, assigning inspectors to Milwaukee's central count and polling places, intentionally caused Mr. Spitzer-Rubenstein to violate Wis. Stat. § 5.02(4e). Executive Director Woodall-Vogg assigning Mr. Spitzer-Rubenstein to write absentee ballot instructions intentionally caused Mr. Spitzer-Rubenstein to violate Wis. Stat. § 6.869. Both Wis. Stat. § 5.02(4e) and Wis. Stat. § 6.869 have no other penalty that the statutes expressively prescribed. Because Executive Director Woodall-Vogg intentionally caused Mr. SpitzerRubenstein to violate Wis. Stat. § 5.02(4e) and Wis. Stat. § 6.869, she committed election fraud in violation of Wis. Stat. § 12.11(2)(b)(7).

Executive Director Claire Woodall-Vogg's Election Threat Violations

<u>Wis. Stat. § 12.09(2)</u> states, "No person may personally or through an agent, by abduction, duress, or any fraudulent device or contrivance, impede or prevent the free exercise of the franchise at an election." Mr. Spitzer-Rubenstein became Executive Director Woodall-Vogg's agent once she assigned him election official duties for the Milwaukee Election Commission. Executive Director Woodall-Vogg and her agent Mr. Spitzer-Rubenstein prevented a free and fair 2020 election because Executive Director Woodall-Vogg hired Mr. Spitzer-Rubenstein to perform election official duties though he was neither a Wisconsin resident, nor did he have the required training, qualifications, or oath of office.

<u>The Wisconsin Election Administration Manual</u> requires municipal clerks to hire "qualified and well-trained" people, but Executive Director Woodall-Vogg waived the Wisconsin "qualified and well-trained" election worker standard for Mr. Spitzer-Rubenstein. As Milwaukee's highest election official, Executive Director Woodall-Vogg abused her authority by acting as Mr. Spitzer-Rubenstein's "political clout."

<u>The Wisconsin Election Administration Manual</u> also states, "Election officials perform a very important public service by enhancing the high quality and integrity of our elections." "High quality" election officials and "election integrity" did not happen in 2020 because Executive Director Woodall-Vogg abused her discretion when she hired Mr. Spitzer-Rubenstein to perform election administration jobs that he was unqualified to do. Mr. Spitzer-Rubenstein's lack of qualifications for the election official duties that he performed automatically impeded the "free exercise of the franchise at an election." The free exercise of a Wisconsin election did not happen for the November 3, 2020 election because Executive Director Woodall-Vogg ignored Mr.

Spitzer-Rubenstein's lack of election official qualifications that exist to protect the integrity of Wisconsin elections.

Conclusion and Prayer for Relief

The Oxford English Dictionary defines "discretion" as "the freedom to decide what should be done." Executive Director Woodall-Vogg had the freedom to decide whether or not to refer Vote at Home and Mr. Spitzer-Rubenstein to WEC. As with Mr. Spitzer-Rubenstein conducting election related duties in Milwaukee, the purpose of Executive Director Woodall-Vogg's referral was to help Mr. Spitzer-Rubenstein perform November 3, 2020 election duties for other election clerks without having the requisite Wisconsin election official training.

Executive Director Woodall-Vogg abused her discretion in violation of <u>Wisconsin Statute § 5.06</u> because Executive Director Woodall-Vogg allowed Mr. Spitzer-Rubenstein to become involved in high level election administration management of Milwaukee absentee voting instructions, the system for processing vote by mail ballots, the management of curing Milwaukee absentee votes, the tracking of Milwaukee voters, and <u>the assignment of inspectors to Milwaukee's central count and polling places</u>.

Executive Director Woodall-Vogg's abuse of her discretion led to her violations of Wisconsin election fraud and election threat statutes as described above.

Complainant Ask for the Following Relief:

1. Admonishment and discipline for Executive Director Woodall-Vogg's abuse of her election official discretion in allowing Michael Spitzer-Rubenstein to perform election related duties without having the required training, certification or oath of office for the Milwaukee Election Commission's administration of the November 3, 2020 election.

2. Admonishment and discipline for Executive Director Woodall-Vogg's abuse of her election official discretion because she introduced Michael Spitzer-Rubenstein to Administrator Wolfe without notifying Administrator Wolfe that Michael Spitzer-Rubenstein lacked the credentials, training and qualifications to perform election official duties related to the November 3, 2020 election.

3. Admonishment and punishment for Executive Director Woodall-Vogg's violations of Wisconsin's election fraud statutes.

4. Admonishment and punishment for Executive Director Woodall-Vogg's violations of Wisconsin's election threat statute, the impeding or preventing the free exercise of the franchise of an election.

5. WEC sent Mr. Stone's complaint against Administrator Wolfe to the Wisconsin Department of Justice for review. Complainant Bolter requests that WEC forward his complaint to the Wisconsin DOJ because both Mr. Bolter and Mr. Stone's complaints involve a series of events in which Mr. Spitzer-Rubenstein acted as a Wisconsin election official though he was unqualified. Mr. Bolter's allegations against Executive Director Woodall-Vogg are directly related and proceed Mr. Stone's allegations against Administrator Wolfe. From: Christopher Patten christopher@civicdesign.org

Subject: Re: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

- Date: August 19, 2020 at 4:50 PM
 - To: Woodall-Vogg, Claire cwooda@milwaukee.gov
 - Cc: Witzel-Behl, Maribeth MWitzel-Behl@cityofmadison.com, Whitney May whitney@techandciviclife.org, Michelle Nelson mnelson@kenosha.org, Coolidge, Tara tara.coolidge@cityofracine.org, Celestine Jeffreys Celestine.Jeffreys@greenbaywi.gov, Kris.Teske@greenbaywi.gov, Josh Goldman josh@techandciviclife.org, Asher Kolieboi asher@civicdesign.org

Hi everyone,

This version of the instructions includes a larger font size and a redesigned image of where to sign on the back of the ballot. Check it out and let us know what you think!

Thanks!

Christopher and Asher

On Wed, Aug 19, 2020 at 1:47 PM Woodall-Vogg, Claire <<u>cwooda@milwaukee.gov</u>> wrote:

I much prefer these from CCD to the <u>ones that were released yesterday</u>. I will admit, this update slipped past me on July 31st when it was approved by the WEC.

I agree with Maribeth about size of font. I like the layout and simplicity a lot, though.

From: Witzel-Behl, Maribeth <<u>MWitzel-Behl@cityofmadison.com</u>> Sent: Tuesday, August 18, 2020 6:37 PM

To: 'Whitney May' <<u>whitney@techandciviclife.org</u>>; Michelle Nelson
<<u>mnelson@kenosha.org</u>>; Coolidge, Tara <<u>tara.coolidge@cityofracine.org</u>>; Celestine
Jeffreys <<u>Celestine.Jeffreys@greenbaywi.gov</u>>; Woodall-Vogg, Claire
<<u>cwooda@milwaukee.gov</u>>; Kris.Teske@greenbaywi.gov
Cc: Josh Goldman <<u>josh@techandciviclife.org</u>>; Asher Kolieboi
<<u>asher@civicdesign.org</u>>; Christopher Patten <<u>christopher@civicdesign.org</u>>
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design:
Feedback requested by Friday

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font.

Thank you!

- Maribeth

From: Whitney May <<u>whitney@techandciviclife.org</u>> Sent: Tuesday, August 18, 2020 12:07 PM To: Michelle Nelson <<u>mnelson@kenosha.org</u>>; Coolidge, Tara <<u>tara.coolidge@cityofracine.org</u>>; Celestine Jeffreys <<u>Celestine.Jeffreys@greenbaywi.gov</u>>; Witzel-Behl, Maribeth <<u>MWitzel-</u> Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov Cc: Josh Goldman <josh@techandciviclife.org>; Asher Kolieboi

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<<u>asher@civicdesign.org</u>>; Christopher Patten <<u>christopher@civicdesign.org</u>> **Subject:** Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Claire, Celestine, Kris, Tara, Michelle, and Maribeth:

You are the famous WI-5. Congrats on successful administration of last week's state primary! Excited to see November be an even bigger success for you and your teams.

With November in mind, I'm cc'ing the designers from Center for Civic Design, Asher & Christopher. CCD is one of the amazing technical assistance partners available to support the WI-5 (we really do need to get WI-5 tshirts).

Since we've heard interest from you about what other cities are doing, we thought it would be helpful to gather feedback on absentee envelopes and instructions from the WI-5 cohort as a group rather than gathering feedback separately.

- · Here are the absentee instructions designed by CCD
 - It's a template in a Word doc
 - You can edit and customize for your city
 - Christopher and Asher are available to consult on design

 Christopher and Asher have designed this by combining CCD's best practices and language from Madison's instructions.

· Here are the absentee envelopes designed by CCD

CCD has been working on the design with WEC

 $_{\odot}\,$ CCD + Oxide Design are available to consult on design and printing with your printer

 Consult can look like adjusting the templates, adding your contact and other information, working with your envelope vendors (if needed) as you fit the layouts into your process (including any size or placement adjustments), or just providing any support, advice, or reviews of proofs.

Do you and your teams have capacity to review these materials and provide questions and feedback to CTCL & CCD before the end of the week?

We know you are all working on tight timelines for printing and collating absentee

materials. Please let CTCL & CCD know how we can be most helpful moving forward. If it's useful, grant funds are available for cities that want to print new envelopes.

Thank you, Whitney & Josh from CTCL

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandciviclife.org

(919) 799-6173

she/her

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Christopher Patten Center for Civic Design <u>civicdesign.org</u> 313-590-7653 I <u>christopher@civicdesign.org</u> Pronouns: he/him



Wisconsin-CCD-in...9.docx From: Whitney May whitney@techandciviclife.org

Subject: UPDATE: Absentee instructions template & envelopes from Center for Civic Design: No action required

- Date: August 18, 2020 at 7:38 PM
 - To: Witzel-Behl, Maribeth MWitzel-Behl@cityofmadison.com
 - Cc: Michelle Nelson mnelson@kenosha.org, Coolidge, Tara tara.coolidge@cityofracine.org, Celestine Jeffreys Celestine.Jeffreys@greenbaywi.gov, cwooda@milwaukee.gov, Kris.Teske@greenbaywi.gov, Josh Goldman josh@techandciviclife.org, Asher Kolieboi asher@civicdesign.org, Christopher Patten christopher@civicdesign.org

Hello everyone,

Thank you for taking time to review the CCD materials and ask questions today.

CTCL is putting the brakes on operation envelope with the WI-5 because:

- WEC wants everyone in the state using the same formats
- WEC wants to complete new envelope design work next year
- WEC shared uniform instructions today

Apologies for any confusion. Please reach out with any questions or concerns. And keep truckin'.

Stay safe out there, Whitney M

On Tue, Aug 18, 2020 at 6:36 PM Witzel-Behl, Maribeth <<u>MWitzel-Behl@cityofmadison.com</u>> wrote:

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font.

Thank you!

Maribeth

From: Whitney May <<u>whitney@techandciviclife.org</u>> Sent: Tuesday, August 18, 2020 12:07 PM To: Michelle Nelson <<u>mnelson@kenosha.org</u>>; Coolidge, Tara <<u>tara.coolidge@cityofracine.org</u>>; Celestine Jeffreys <<u>Celestine.Jeffreys@greenbaywi.gov</u>>; Witzel-Behl, Maribeth <<u>MWitzel-</u> Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov Cc: Josh Goldman <josh@techandciviclife.org>; Asher Kolieboi <<u>asher@civicdesign.org</u>>; Christopher Patten <<u>christopher@civicdesign.org</u>> Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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WM

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Since we've heard interest from you about what other cities are doing, we thought it would be helpful to gather feedback on absentee envelopes and instructions from the WI-5 cohort as a group rather than gathering feedback separately.

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 - o It's a template in a Word doc
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 Christopher and Asher have designed this by combining CCD's best practices and language from Madison's instructions.

- · Here are the absentee envelopes designed by CCD
 - CCD has been working on the design with WEC

 CCD + Oxide Design are available to consult on design and printing with your printer

 Consult can look like adjusting the templates, adding your contact and other information, working with your envelope vendors (if needed) as you fit the layouts into your process (including any size or placement adjustments), or just providing any support, advice, or reviews of proofs.

Do you and your teams have capacity to review these materials and provide questions and feedback to CTCL & CCD before the end of the week?

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Thank you, Whitney & Josh from CTCL

Whitney May

Director of Government Services Center for Tech and Civic Life - ----- ----- ----- -----

whitney@techandciviclife.org

(919) 799-6173

she/her

Whitney May Director of Government Services Center for Tech and Civic Life whitney@techandciviclife.org (919) 799-6173 she/her