

WISCONSIN ELECTIONS COMMISSION

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ADMINISTRATOR MICHAEL HAAS



COMMISSIONERS

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Wisconsin Elections Commission's Presentation

to the

WISCONSIN TOWNS ASSOCIATION CONVENTION

Tuesday, October 10, 2017

8:30 a.m. – 12:00 p.m.

Holiday Inn Convention Center

1001 Amber Avenue

Stevens Point, WI 54481

AGENDA

8:30 a.m. – 12:00 p.m.
(30 minute break)

Greetings

2017 Elections Commission Activities

Michael Haas, Administrator

Patrick Brennan, WisVote Trainer

Robert Williams, Elections Specialist

Allison Coakley, Training Coordinator

- 2017-2019 Biennial Budget
- Election Security
- Electronic Poll Book Project
- Election Cost Reports
- WisVote Projects & Training
- Legislative Update
- Voting Equipment Testing
- Training Requirements & Resources
- Q & A (as time allows)

Wisconsin's Election Administration Landscape in 2017

1. Wisconsin Population:
 - 5.7 million residents (2016 estimate)
 - 4.4 million estimated electors of voting age (2016 estimate)
2. Voters Records in Wisconsin's Statewide Voter List:
 - 5.9 million voter records stored in WisVote system
 - 3.35 of which are currently active registered voters
3. Recent Voting Trends (turnout) in Wisconsin:
 - 2016 General Election: 3,004,051 voters – 67.3% of voting-age pop.
 - 2014 General Election: 2,422,040 voters – 54.8% of voting-age pop.
4. Wisconsin's Decentralized Election Administration System:
(Arguably, the nation's most decentralized election administration system)
 - 1,853 city, village and town clerks
 - 71 county clerks, 1 county election commission
6. Wisconsin has one sixth of all local election officials in the nation.
(Michigan has the next closest number – 1,500)
7. Two thirds of Wisconsin's municipal clerks are part-time – and one quarter turns over each year.
8. 30,000 election officials/inspectors are expected to work the polls on Election Day each General Election.
9. Approximately 2,800 polling places are available to voters each General Election.
10. All ballots cast in Wisconsin are on paper or have a paper trail:
 - 85 percent are optical scan paper ballots
 - 10 percent are DRE (touch-screen) with a voter-verified paper audit trail
 - 5 percent are hand-counted paper ballots.

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ADMINISTRATOR MICHAEL HAAS

DATE: For the September 26, 2017 Commission Meeting

TO: Members, Wisconsin Elections Commission

FROM: Michael Haas
Administrator

SUBJECT: 2017 – 2019 Biennial Budget

Last week, Governor Walker announced 99 line item vetoes of the 2017-2019 state budget passed by the Legislature. The budget period runs from July 1, 2017 through June 30, 2019.

As the Commission is aware, the agency budget request sought to address the significant challenge of replacing federal funds resulting from the Help America Vote Act of 2002 (HAVA). The HAVA funds have subsidized the agency's state General Purpose Revenue (GPR) funds since 2004 and were projected to be depleted some time during the second year of the biennium. During the previous budget cycle, HAVA funds supported 22 of the WEC's 31.75 staff positions. While the agency currently has federal HAVA funds to continue supporting those positions, the Legislature must also approve the position authority to retain all the federally-funded staff positions.

The Governor's original budget proposal included authority to retain 16 of the 22 positions which are currently funded through HAVA, and to transition those positions to GPR positions upon the depletion of the HAVA funds. The Commission directed staff to request that the Legislature reinstate the remaining 6 positions in the budget. The Joint Committee on Finance approved the continuation and transition of 5 of the 6 remaining positions. The Governor's line item veto removed the 5 positions authorized by the Legislature and reinstated the position authorization included in the original executive budget proposal, resulting in a total of 25.75 FTE positions. The Governor's line item veto also removed the GPR funding that would have supported the 5 positions, which totaled \$608,200 over two years.

The Governor also issued a line item veto reducing the per diem rate for Commissioners. Consistent with the rate paid to members of the Government Accountability Board, members of the Elections Commission were initially entitled to a per diem of \$454 for each day that a Commissioner was conducting agency business. At each meeting, the WEC authorized the total per diem to be paid, often approving per diem pay for one and one-half days to reflect the time spent preparing for as well as attending the meeting.

The Governor's original budget proposal included a per diem for members of the Elections Commission and the Ethics Commission of \$50, which is consistent with the per diem rate for members of other state boards. The Joint Committee on Finance voted to approve an amount of \$227 per meeting, reflecting

the amount of work involved in reviewing meeting materials and participating in meetings. The Governor's line item veto resulted in a per diem rate of \$27 per meeting, which decreases the annual per diem budget by \$9,600.

Agency management is reviewing the end result of the budget process, and developing options to try to ensure adequate staffing levels to accomplish the agency's statutory responsibilities. The Commission will continue to first use HAVA funds to support the federally funded positions and pay for eligible expenses.

Wisconsin Elections Commission

State of Wisconsin

212 E. Washington Ave., Third Floor ▪ Madison, WI 53703 ▪ elections@wi.gov ▪ (608) 266-8005 ▪ <http://elections.wi.gov>

FOR IMMEDIATE RELEASE:
September 29, 2017

FOR MORE INFORMATION, CONTACT:
Reid Magney, 608-267-7887

Update on Wisconsin Elections Cyber Security

MADISON, Wis. – Wisconsin Elections Commission Chair Mark Thomsen and Administrator Michael Haas issued the following statement.

In 2016, Russian government cyber actors unsuccessfully targeted Wisconsin's voter registration system. The U.S. Department of Homeland Security (DHS) helped Wisconsin's Division of Enterprise Technology (DET) successfully protect our systems from attack. However, DHS did not inform DET or the Wisconsin Elections Commission of the Russian government's involvement in those specific attempts until last Friday. Also, DHS incorrectly claimed that DET had been notified in October 2016 of the Russian government's involvement in this targeting.

Because DHS did not previously inform DET or WEC of its conclusions, we were surprised by the DHS notification last Friday, and the resulting confusion over the past week has been an unnecessary distraction from the fact that Wisconsin's systems are secure and have not been breached in any way. We have all learned many important lessons and DHS officials have apologized and promised to improve their communications with state and local elections officials.

The past week has been dedicated to learning what actually happened and who knew what, and when. This has involved multiple meetings and phone calls with DHS, DET and other officials. We now understand that there were two separate events.

1. DHS has confirmed that Russian scanning activity on July 30 and 31, 2016 had actually occurred on an inactive IP address assigned to a Wisconsin Department of Workforce Development job center site. DET subsequently blocked access to Wisconsin systems from the suspicious IP address associated with the scanning activity.
2. In another event in August 2016, DET's firewalls blocked an advertisement embedded in a publicly available website from being displayed on a WEC computer. The ad could have led the user to a suspicious IP address, but DET's web content filtering system proactively blocked the ad, and the user had no opportunity to be directed to the suspect IP address. DET advised DHS of this suspect IP address, which DHS later determined is connected to Russian government cyber actors.

Since the initial notification Friday, WEC staff has had further discussions with high-level officials at DHS, we now understand that they consider Wisconsin to have been targeted based

on a variety of sources, including intelligence information that cannot be publicly disclosed. We also understand that while Wisconsin's elections systems were not scanned directly, DHS believes the DWD scans were looking for vulnerabilities in order to gain information about how to target elections systems. This is based on activity DHS observed in other states where election agencies were not scanned directly.

Unfortunately, DHS did not initially provide the information supporting its conclusion that Russian government cyber actors targeted Wisconsin's voter registration system by attempting to scan another state agency. DHS communications led the Elections Commission to believe that it had not been targeted, which we announced at the Commission's meeting Tuesday. In further discussions, DHS officials have acknowledged that they did not inform DET officials that Wisconsin's elections systems had been targeted by Russian government cyber actors in 2016.

DET routinely blocks approximately 9 million scanning attempts each year. The basic fact remains that Wisconsin's cyber security defenses protected our elections systems from any intrusion, theft or damage. These scanning attempts were unremarkable, except for the fact that DHS later identified their source as being Russian government cyber actors.

We are confident that DHS and other federal agencies worked closely with DET and provided critical information which DET used to protect all of Wisconsin's systems. We will continue to work with DET and DHS to protect Wisconsin's elections into the future.

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The Wisconsin Elections Commission is responsible for administration and enforcement of election laws in Wisconsin. The Commission is made up of six Commissioners – four appointed directly by the State Senate Majority Leader, Speaker of the Assembly and the Minority Leaders in the State Senate and Assembly. The remaining two Commissioners are by the Governor with confirmation by the State Senate from lists of former municipal and county clerks submitted by the legislative leadership in each party.

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MARK L. THOMSEN, CHAIR

ADMINISTRATOR MICHAEL HAAS

DATE: June 13, 2017

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Michael Haas
Administrator

SUBJECT: Important Election System Security Reminders

Recent news reports have addressed Russian attempts to hack U.S. state and local elections systems before the November 2016 General Election. The new twist in the reports is allegations that an elections systems vendor was targeted, and using information obtained from the vendor, email “spear-phishing” attacks attempted to trick election officials, including local election officials, into revealing system access credentials and passwords.

The vendor cited in recent reports does not do business in Wisconsin, and federal authorities have not notified the Wisconsin Elections Commission of any similar successful or unsuccessful attempts to breach the WisVote voter registration system or other state elections systems. However, the headlines highlight the important role of all state and local election officials in keeping the system secure by practicing safe computing, so that voter registration data is protected for all of us and from all points of entry.

In light of these attacks in other states, the Commission recommends that all county and municipal clerks review our 2016 Report on Contingency Planning and Election System Security. The report includes current security best practices for election IT systems, voting equipment and election night results, and is available on our website: <http://elections.wi.gov/publications/manuals/contingency-planning-and-election-system-security-report>

There are many small, simple steps that clerks can take to help secure election-related computer systems and the critical data they store. The following list is not exhaustive, but it provides a starting point for clerks to think about security. Following these simple recommendations from the 2016 report will dramatically improve the overall security of the system:

- 1. DO NOT share your WisVote user ID or password with anyone (even in your office), under any circumstances.** WEC staff will never ask you for your password, either over the telephone or via email.

2. Turn on automatic updates for your computer or promptly download all updates that come from your computer or operating system manufacturer.
3. Install anti-virus software on your computer.
4. **Do not click on links in emails unless they are from a trusted source.** Hover over all links to see where they actually are going before clicking on them. Sometime the link may appear legitimate but will direct you to a suspicious or malicious location.
5. Do not install unnecessary programs onto your computer. NEVER install programs that are not published by a trusted source.
6. Do not request a WisVote account for a user in your office unless you are confident the person knows how to use the system correctly and can be trusted with the information they will have access to. If feasible, perform background checks on staff before allowing them to use WisVote.
7. Promptly notify the WEC Help Desk whenever a WisVote user stops working in your office so the account can be disabled.
8. Upgrade your computer or operating system if it gets too old and is no longer supported. Unsupported operating systems do not get critical security patches and become easy targets for intrusion.
9. Remember that only WEC staff will contact you regarding the status of your WisVote username and password.

In coming months, WEC staff will update the WisVote training materials to include enhanced information about system security. The reality is that there is not one foolproof step that can guarantee complete elimination of all hacking and security threats. Constant vigilance and attention to system security will be required as techniques aimed at compromising election security change over time. Fortunately, taking simple actions as outlined above can go a long way towards protecting IT applications and ensuring the integrity of Wisconsin elections.

The WEC continues working closely with the Wisconsin Department of Administration's Division of Enterprise Technology (DET) on the security of its systems. DET is in regular contact with the Department of Homeland Security and other state and federal law enforcement agencies about possible security threats. As the Commission receives additional security information that would be helpful to clerks, our staff will pass it along to you.

If you have any questions about security, please contact the Elections Help Desk: elections@wi.gov or (608) 261-2028. Thank you.

Q: Who is responsible for the cost of the hardware device (laptop, tablet) for the e-poll book?

A: While the software will be available to clerks at no cost, local jurisdictions would need to purchase the hardware needed to run the system, such as a laptop or tablet, and any peripheral devices such as signature pads, scanners or printers needed to support the system.

Q: How many devices are recommended per polling location?

A: In small municipalities, one poll book may be sufficient. Neighboring states recommend 2 e-poll books for polling place with over 1000 registered voters. Polling locations with a high number of Election Day Registrations may also consider additional devices to be dedicated to voter registration.

Q: How much does a hardware device cost?

A: The specific hardware configuration and costs are not known at this time. Staff is working with the state contract to determine package options that would include the main device (laptop or tablet), peripherals like license scanners and e-signature pads, as well as some managed IT support services. The packages under review are being chosen according to their security and durability specifications. Packages appear to be in the range of \$900-1500 per unit.

Q: Does an e-poll book require an internet connection?

A: The e-poll book will never require an internet connection. If the e-poll book is ever updated in the future to have online features, they will be optional and will only be implemented after we have evaluated whether they can be made secure.

Q: Can someone hack into my e-poll book?

A: The e-poll book will not be connected to the internet, and all antennas will be disabled. If it is ever updated to have online features, they will only be implemented after appropriate security measures have been taken. Combined with proper physical security and software management, the e-poll book will be very safe from hacking.

Q: What if someone steals my e-poll book?

A: All the data on the e-poll book will be encrypted in such a way that it can only be read using the credentials of the election inspector to which it is assigned, or the clerk. This will be done using military-standard encryption.

Q: When will the e-poll book be ready for an election?

A: At this time the Commission intends to pilot the new e-poll book system in three to six jurisdictions in the 2018 Spring Election. The e-poll book will be available to all clerks in time for the 2018 August Partisan Primary.

Q: Who do I contact if I am interested in participating in the e-poll book development process?

A: If you are interested in using the e-poll book system and would like to provide feedback to Commission Staff during the design phase, please contact the Elections Help Desk at ePollbook@wi.gov or (608) 261-2028.

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VACANCY

MARK L. THOMSEN, CHAIR

ADMINISTRATOR MICHAEL HAAS

DATE: For the September 26, 2017 Commission Meeting

TO: Members, Wisconsin Elections Commission

FROM: Michael Haas
Administrator

Prepared and Presented by:
Patrick Brennan, WisVote Trainer
Sarah Statz, WisVote Specialist

SUBJECT: Election Cost Reports

Background

As part of Phase 2 of WisVote development, Commission staff is modernizing the Wisconsin Elections Data Collections System (WEDCS). WEDCS is the method by which municipal clerks electronically submit post-election statistics such as the number and types of voters and voter registrations, types of voting equipment, and election costs. WEDCS was originally developed using a competitive federal grant and replaced a system of paper reports. Staff is reviewing the required WEDCS reports, including the EL-191 Election Specific Cost Report and the EL-192 Annual Cost Report, to decide how to best integrate them into the WisVote environment.

The former Government Accountability Board implemented the requirement to submit election cost reports in 2012 to collect statewide data of actual local costs related to the conduct of elections and specific categories of costs. The actual costs of conducting elections gained increased attention from the Legislature and the public during the recall elections of 2011 and 2012. Unlike some of the other data collected through WEDCS, Wisconsin Statutes do not specifically include election costs as data that clerks are required to report, but Wis. Stat. § 5.05(14) authorizes the Commission to request information related to election administration from county and municipal clerks. In response to concerns from clerks regarding the amount of time required to complete the cost reports, Commission staff has previously attempted to modify the process and provide clearer instructions and definitions of the cost categories.

To assist in developing a recommendation regarding the continuation of the election cost report requirements, Commission staff solicited input from clerks and other states, as well as from academics in the field of election research. Based upon this feedback as well as the agency's experience with the cost reports, Commission staff recommends modifying the cost-reporting requirements beginning in 2018 from the current annual report and two election-specific reports to a single, bi-annual report which captures cost data from the Spring and Fall election cycles, respectively. Staff recommends that the new cost reports would be due in June and December of each year, rather than the current deadlines of 30 days after an election.

Analysis

Before arriving at its recommendations, Commission staff considered other options regarding the future of election cost reports, including continuing the current reporting requirements or ending the collection of cost data completely. In addition to internal Commission staff discussions, staff submitted a survey to a random selection of 212 municipal clerks and all 72 county clerks; receiving 150 responses. A short survey was also sent to other states to determine which other jurisdictions might be collecting cost data and methods used. Finally, Commission staff solicited feedback regarding the cost reports from Professor Barry Burden, professor of Political Science and Director of the Elections Research Center at the University of Wisconsin-Madison and Professor Charles Stewart III, professor of Political Science at the Massachusetts Institute of Technology.

Based on the survey of clerks, 43% of clerks indicated spending more than an hour compiling the information for the cost reports. Additionally, 64% of responding clerks indicated that they spend more time on the cost reports than they do on the EL-191 Election Statistics and Election Day Registration (EDR) Postcard reports.

One of the benefits of incorporating the WEDCS reports into the WisVote system is the potential to reduce duplicate work. Other election information such as voter registrations and voter participation is already recorded in WisVote as part of the post-election process and this data can be pulled into the WEDCS reports without requiring clerks to separately reenter the information. Currently election costs are not tracked anywhere in WisVote and clerks are required to compile and manually enter the information. This is one of the chief concerns of clerks and one reason why Commission staff believes that continuing the current cost reporting process would not be consistent with the goal of the WEDCS modernization project which is to simplify the data collection process for clerks.

In addition to the amount of time required for clerks to complete the cost reports and for Commission staff to follow up with clerks to ensure that reports are submitted, a chief concern is the reliability of the cost data. Of the clerks who responded to the Commission's survey, 47% indicated that they did not find the current reports and instructions clear and understandable, despite past efforts to improve them. Some completed cost reports also clearly demonstrate that the data is not reliable. Unlike other election statistics that are collected, the Commission lacks the means to independently verify the accuracy of cost data submitted, and must accept the information provided with no means of performing even basic data quality checks. Lack of confidence in the reliability of the data and the diminished value of such data to researchers and the public prompted Commission staff to consider the option of terminating the collection of election cost data.

Commission staff's discussions with Professors Burden and Stewart provided valuable feedback regarding data quality concerns and researchers' perspectives in balancing the availability of data with confidence in the quality of data. Wisconsin is considered one of the leaders in the collection of election cost data and they reported that other states are considering starting their own cost collection efforts based upon Wisconsin's experience. Professor Stewart addressed the concerns over data quality by pointing out such data errors are often consistent from year-to-year which still allows researchers to find patterns and draw conclusions despite potential errors in specific reports.

Professor Burden also identified a concern about ending the collection of cost data due to the potential problems associated with subsequently starting the process again if it is later deemed necessary. This concern is especially relevant when considered in the context of WEDCS modernization. If the cost collection requirement is not included in the current WEDCS project, the module will cease to exist when the current WEDCS entity is archived, and it would need to be recreated if the Commission or

Legislature later decides to reinstate the requirement. Professor Burden and Professor Stewart both supported the continued collection of election cost reports.

Available information and lessons from other states which collect election cost data was generally not applicable to Wisconsin's election administration structure. For example, Texas collects cost information for primary elections only since municipalities and counties are reimbursed for these election costs. Non-primary election costs are not reimbursed and therefore not collected. Colorado and Ohio both collect detailed cost information, but do so at the county level. North Dakota recently posted a data-file that included 30 years of election information, but costs are listed as a statewide total with no additional breakdown.

In addition to the survey and academic feedback, staff is aware of the increased public interest in more rather than less election data and specifically election cost data. In addition to the legislative and media inquiries into election costs during the recall elections of 2011 and 2012, the Commission continues to receive inquiries and legislative fiscal estimate requests which can be answered more accurately due to the collection of cost data. Without continued collection of cost data, the current data will eventually become out-of-date and prevent any useful answers or conclusions from being drawn. Finally, some clerks have reported that the exercise of tracking and compiling election cost data has been beneficial to their election administration and budgeting tasks.

Based upon these factors, Commission staff recommends revising the election cost reporting requirement so that clerks would submit reports twice a year. Rather than submitting reports after each spring election and general election as well as an annual report listing costs that are not specific to a single election, staff recommends collecting election costs twice a year. The reports would contain consistent cost categories and would be due in June and December of each year.

Staff believes the bi-annual reporting option would meet the goals of the WEDCS modernization project by simplifying and streamlining the reporting process for clerks. A bi-annual reporting process will reduce the number of reports from three to two, and will eliminate the need for clerks to track some costs by election and others on an annual basis as currently required by the existence of separate annual and election-specific reports. The cost categories would also be consistent for each report which should improve the overall accuracy of the data.

If the Commission agrees with the staff's recommendation to continue the collection of cost data in a revised manner, staff will more thoroughly review the data currently collected and develop specific report templates that would be most useful to clerks, researchers and the public. Commission staff would present the templates for the Commission's review and approval at the December 2017 Commission meeting, so that the new reports could be implemented in time for the 2018 election cycle.

Recommended Motion:

The Commission directs staff to revise the current election cost reporting process to require municipal clerks to submit such reports twice per year, in June and December of each year. The Commission further directs staff to develop report templates for the Commission's review at its December 2017 meeting.

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ADMINISTRATOR MICHAEL HAAS

DATE: September 22, 2017

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Michael Haas
Interim Administrator

Patrick Brennan
WisVote Training Officer

Allison Coakley
Elections Training Officer

SUBJECT: WisVote Training webinar series schedule
(October 2017 – January 2018)

To supplement the online training available in the WisVote Learning Center, we will be conducting several WisVote webinars prior to the 2018 Spring election cycle on topics ranging from absentee ballot tracking to election readiness tasks.

Live Webinar access information and related materials will be posted under “Recent Clerk Communications” on the Monday prior to each webinar. You must be able to view videos on your computer using your computer’s speakers and a media application such as Windows Media Player.

The webinar recording, related materials and a list of frequently asked questions will be posted shortly after the webcast. The programs and materials are free for you to download from our website or a disc may be ordered for a small fee: <http://elections.wi.gov/node/2622>. The live or recorded webcasts may be counted toward the hours clerks need for recertification purposes.

We will continue to explore education, training and outreach methods that are effective, can be delivered at a reduced cost and will provide uniform instruction and training across the state. Please send any questions or comments to Allison Coakley: allison.coakley@wi.gov or (608) 261-2033.

2017-2018 WisVote Spring Election Training Webinar Series

WisVote 101

October 31, 2017, 10:00 a.m. – 11:00 a.m.

An overview and review webinar. This webinar will provide users with information about how to navigate WisVote, tips, tools & FAQs, accessing the WisVote Learning Center and basic navigation.

Election Set-Up

November 28, 2017, 10:00 a.m. – 11:00 a.m.

This webinar will focus on creating election plans, reporting units, polling places and locations, poll books, printing options for poll books, and setting up contests and candidates.

WEDC Modernization

December 5, 2017, 10:00 a.m. – 11:00a.m.

An introduction to results of the WEDC Modernization Project. We will cover the integration of statistics reporting into WisVote, clerk responsibilities, new reporting processes, and the introduction of automatic error-checking and data quality.

Absentee Ballots: Tracking and Entry

January 9, 2018, 10:00 a.m. – 11:00 a.m.

This webinar will cover all aspects of absentee ballot entry and tracking in WisVote: adding new absentee applications, issuing absentee ballots in batches or singly; printing labels, recording returned ballots, cancelling a returned ballot and in-person absentee voting.

Canvass Modernization

January 23, 2018, 10:00 a.m. – 11:00 a.m.

An introduction to the new Canvass and its integration into WisVote. We will cover election-night reporting requirements, how to enter results, and certification of elections.

WisVote Security

Dates and times TBD

WisVote security changes and training. Due to the increased focus on cyber-security and elections, we will be creating several webinars to provide best-practices for securing your computers and WisVote. There will be additional webinars announced as Commission staff roll out new WisVote security procedures.

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ADMINISTRATOR MICHAEL HAAS

DATE: For the September 26, 2017 Commission Meeting

TO: Members, Wisconsin Elections Commission

FROM: Michael Haas
Administrator

Prepared and Presented by:
Robert Williams, Elections Specialist

SUBJECT: Legislative Status Update

SIGNIFICANT FEDERAL LEGISLATION

Each house of Congress is working on a version of the National Defense Authorization Act (NDAA). The House of Representatives passed its version of the bill, HR 2810, on July 14, 2017. The Senate version of the NDAA, S. 1519, has passed out of the Armed Services Committee. Senate consideration of the NDAA may occur shortly. Senators Amy Klobuchar of Minnesota and Lindsay Graham of South Carolina have proposed an amendment to the NDAA which includes significant election-related provisions including the following:

1. Provide grant funding for states to implement security recommendations after receiving a Department of Homeland Security Risk and Vulnerability assessment.
2. Require the Election Assistance Commission (EAC) to hold public hearings and work with cyber experts to establish best practice recommendations for both election cybersecurity and election audits and provide grant funding for states to implement those best practices.
3. Require the Department of Homeland Security (DHS) and the Director of National Intelligence (DNI) to establish strong lines of communication with state election officials regarding cyber threats and allow each state's senior election official to receive a security clearance in order to receive briefings on cyber threats.
4. Require the EAC to work with states to ensure that voter verified paper ballot auditing systems are in place.
5. Require DHS and DNI to provide annual reports to Congress on foreign threats to our election system.

NEW STATE LEGISLATION

1. *Assembly Joint Resolution 47 and Senate Joint Resolution 53: A constitutional amendment to establish and ensure the rights of crime victims (first consideration).*

Sponsors: Bipartisan. This constitutional amendment provides for a 19-point list of rights for victims of crime in this state. The constitutional amendment also authorizes the victim to enforce his or her rights in court, and the attorney for the government in the case involving the victim may seek enforcement of the victim's rights upon request of the victim.

AJR 47 introduced in the Assembly on May 4, 2017. SJR 53 introduced in the Senate on May 17, 2017. AJR 47/SJR 53 public hearing held on June 15, 2017.

2. *Assembly Joint Resolution 68 and Senate Joint Resolution 65: To amend so as in effect to repeal section 13 of Article XIII of the Constitution, eliminating constitutional restrictions on marriage (first consideration).*

Sponsors: Minority. This constitutional amendment eliminates the constitutional restriction that only a marriage between one man and one woman shall be valid or recognized as a marriage in this state and the provision that a legal status identical or substantially similar to that of a marriage for unmarried individuals shall not be valid or recognized in this state.

AJR 68 introduced in the Assembly on June 30, 2017 and referred to the Committee on Constitution and Ethics. SJR 65 introduced in the Senate on June 23, 2017 and referred to the Committee on Financial Services, Constitution, and Federalism.

3. *Assembly Joint Resolution 71: A constitutional amendment reserving to the people the power of referendum to reject acts of the legislature and the power of initiative to propose and approve at an election laws and constitutional amendments (first consideration).*

Sponsors: Bipartisan. This constitutional amendment creates a petition process by which the people may propose and approve laws and constitutional amendments at an election and creates a referendum process by which the people may reject an act of the legislature.

AJR 71 introduced in the Assembly on September 7, 2017 and referred to Committee on Constitution and Ethics.

4. *Senate Joint Resolution 63: A constitutional amendment to Section 2 Article I of the constitution relating to slavery or involuntary servitude in punishment of a crime (first consideration).*

Sponsors: Minority. This proposed constitutional amendment eliminates the exception to the constitutional prohibition against slavery and involuntary servitude for the punishment of a crime for which the party has been duly convicted. Under the constitutional amendment, slavery and involuntary servitude are prohibited without exception.

SJR 63 was introduced in the Senate on June 23, 2017 and referred to the Committee on Financial Services, Constitution, and Federalism.

PREVIOUS STATE LEGISLATION – CHANGE IN STATUS

5. *Assembly Bill 42 and Senate Bill 15: Various changes regarding administrative rules and rule-making procedures and making an appropriation.*

Sponsors: Majority. This bill 1) requires scope statements for proposed administrative rules to be reviewed by the Department of Administration for a determination of an agency's authority to promulgate a rule; 2) requires agencies to hold preliminary public hearings and comment periods on scope statements for rules if directed to do so by the Joint Committee for Review of Administrative Rules (JCRAR); 3) requires the passage of a bill in order for an agency to promulgate a rule that would result in implementation and compliance costs of \$10 million over any two-year period, subject to certain exceptions; and 4) allows either a co-chairperson of JCRAR or JCRAR as a whole, at certain steps in the rule-making process, to request the preparation of an independent economic impact analysis for a proposed rule.

SB 15 passed by Assembly on June 14, 2017 and passed by Senate on June 15, 2017. Signed into law by the Governor on August 9, 2017 as 2017 Wisconsin Act 57.

6. *Assembly Bill 64 and Senate Bill 30: State finances and appropriations constituting the executive budget act of the 2017 legislature.*

Sponsors: Majority. This bill is the "executive budget bill" under section 16.47 (1) of the statutes. It contains the governor's recommendations for appropriations for the 2017-2019 fiscal biennium. The bill contains the WEC's budget for the 2017 – 2019 biennium, including authorization of staff positions and the conversion of 21 federally funded positions to GPR positions upon the depletion of remaining HAVA funds. Also, as part of the transportation portion of the budget, language was added to the budget bill regarding the sharing of information between the Department of Transportation and the Wisconsin Elections Commission. Department of Transportation would be authorized to share information obtained from applications for titles, driver's license, and state identification cards, including Social Security numbers. Sharing of this information would be authorized to allow the Wisconsin Elections Commission to maintain compliance with its ERIC obligations, and resolves issues regarding the use of confidential DOT data for ERIC processes.

AB 64 passed by Assembly on September 13, 2017 and passed by the Senate on September 15, 2017. Awaiting Governor's signature and possible vetoes.

7. *Assembly Bill 153 and Senate Bill 102: Aggrieved parties petitioning for a recount and making an appropriation.*

Sponsors: Majority. This bill provides that any candidate voted for at any election who is an aggrieved party or any elector who voted on any referendum question at any election may petition for a recount. The bill also provides that the actual cost of performing a recount includes the actual

cost incurred by the Elections Commission to provide services for performing the recount and allows the commission to recover that cost.

AB 153 passed by the Assembly on June 21, 2017. SB 102 public hearing held on April 5, 2017.

8. *Assembly Bill 268 and Senate Bill 195: School board referendums to exceed revenue limit applicable to a school district.*

Sponsors: Majority. This bill limits to five consecutive school years the number of years for which a school board may seek approval from voters in the school district to increase the revenue limit applicable to the district.

AB 268 and SB 195 public hearing held June 15, 2017.

9. *Assembly Bill 269 and Senate Bill 194: Scheduling of school district referendums to exceed revenue limits.*

Sponsors: Majority. With exceptions, this bill permits a school board to schedule a referendum for the purpose of increasing the school district's revenue limit only concurrent with a spring election or with the general election and only if the election falls no sooner than 70 days after the date on which the board adopts and files a resolution to that effect. With exceptions, this bill also permits a school board to submit to the electors of a school district a resolution seeking approval to borrow money through a bond issue only concurrent with a spring election or with the general election and only if the election falls no sooner than 70 after the board adopts the resolution to issue a bond.

AB 269 public hearing held June 15, 2017. SB 194 referred to Senate Committee on Elections and Utilities on April 20, 2017.

10. *Assembly Bill 317 and Senate Bill 322: Review by state agencies of administrative rules and enactments; an expedited process for repealing rules an agency no longer has the authority to promulgate; retrospective economic impact analyses for rules; and reporting by the Legislative Reference Bureau on rules in need of revision.*

Sponsors: Majority. This bill provides for an alternate, expedited procedure an agency can use to repeal a rule that the agency determines it no longer has the authority to promulgate because of the repeal or amendment of the law that previously authorized its promulgation (unauthorized rule).

AB 317 passed by Assembly June 14, 2017. AB 317 and SB 322 public hearing held in Senate August 29, 2017

PREVIOUS STATE LEGISLATION – NO CHANGE IN STATUS

11. *Assembly Bill 33: Requiring a municipal judge to be a licensed Wisconsin attorney.*

Sponsors: Minority. Beginning on January 1, 2018, this bill requires a person seeking to be elected or appointed as a municipal judge to be an attorney licensed to practice in this state and a member in good standing of the State Bar of Wisconsin.

AB 33 referred to Assembly Committee on Judiciary on January 20, 2017.

12. *Assembly Bill 44 and Senate Bill 13: Legislative and congressional redistricting.*

Sponsors: Minority. This bill creates a new procedure for the preparation of legislative and congressional redistricting plans. The bill directs the Legislative Reference Bureau (LRB) to draw redistricting plans based upon standards specified in the bill and establishes a Redistricting Advisory Commission to perform certain tasks in the redistricting process. The bill also makes various other changes to the laws governing redistricting.

AB 44 fiscal estimate received by the Assembly on April 3, 2017. SB 13 fiscal estimate received by the Senate on March 1, 2017.

13. *Assembly Bill 85 and Senate Bill 66: Allowing a local public official to serve as an election inspector.*

Sponsors: Minority. This bill provides that an individual holding a local public office may be appointed to serve as an election official without having to vacate the local public office. Current law prohibits an individual from serving as an election official at an election for which the individual is a candidate. The bill does not change that prohibition.

AB 85 public hearing held on April 18, 2017. Assembly Committee on Campaigns and Elections recommended passage of AB 85 on May 19, 2017. SB 66 referred to Senate Committee on Elections and Utilities on February 21, 2017.

14. *Assembly Bill 129: Removing the requirement that a classified service employee take a leave of absence to run for office.*

Sponsors: Minority. This bill removes the requirement that a person employed in the classified service who runs for a partisan political office take a leave of absence during the campaign period for that office. The bill maintains the requirement under current law that the person separate from the classified service if elected.

AB 129 referred to Assembly Committee on Campaigns and Elections on March 7, 2017.

15. *Assembly Bill 148 and Senate Bill 100: Expiration of statements of scope for administrative rules.*

Sponsors: Majority. This bill provides for the expiration of a statement of scope 30 months after the date on which the statement is published in the Wisconsin Administrative Register.

AB 148 and SB 100 referred to Joint Committee for Review of Administrative Rules on May 9, 2017 with a public hearing held on May 16, 2017.

16. *Assembly Bill 223: Prohibiting offers of employment in exchange for not seeking an elective state or local office and providing a criminal penalty.*

Sponsors: Minority. This bill prohibits a state or local public official or candidate to offer employment to another individual in order to induce the individual not to seek election to the same office held by the official or sought by the candidate.

AB 223 referred to Assembly Committee on Campaigns and Elections on April 10, 2017.

17. *Assembly Bill 257 and Senate Bill 166: Requiring candidates for president or vice president to file tax returns with the Elections Commission.*

Sponsors: Minority. This bill requires each candidate for president or vice president to submit with his or her declaration of candidacy copies of the candidate's federal tax returns for the three most recent years for which the candidate filed such returns.

AB 257 referred to Assembly Committee on Campaigns and Elections on April 20, 2017. SB 166 referred to Senate Committee on Elections and Utilities on April 13, 2017.

18. *Assembly Bill 322 and Senate Bill 229: Authorization for electors to vote in the primary of more than one political party.*

Sponsors: Minority. This bill permits a voter in a partisan primary to “split tickets,” designating the candidate of his or her choice for each office, including the offices of Governor and Lieutenant Governor, regardless of party affiliation. The bill also allows a voter to vote for independent candidates for one or more state offices in a partisan primary, in addition to party candidates for one or more state or county offices. Under the bill, a voter may still vote for only one candidate for each office. The voting procedure at the general and other partisan elections is unaffected by the bill.

AB 322 referred to Assembly Committee on Campaigns and Elections on May 16, 2017. SB 229 referred to Senate Committee on Elections and Utilities on May 4, 2017.

19. *Assembly Bill 330 and Senate Bill 278: Rule making authority of certain agencies.*

Sponsors: Majority. This bill prohibits a commission or board, including a credentialing board, that has not taken any action with respect to the promulgation of a rule in ten years or more from taking any such action in the future unless a subsequent law specifically authorizes it to do so.

AB 330 referred to Assembly Committee on State Affairs on May 16, 2017. SB 278 referred to Senate Committee on Government Operations, Technology, and Consumer Protection on June 2, 2017.

20. *Assembly Bill 332 and Senate Bill 260: Signature requirement for nomination of candidates to school board in school districts that contain territory lying within a second-class city.*

Sponsors: Majority. This bill permits the annual meeting of a common or union high school district or the school board of a school district to adopt a resolution to reduce the number of signatures required on nomination papers submitted by candidates for school district officer. This bill permits the number of signatures that must be obtained to be reduced by resolution to not less than 20 and not more than 100 if the school district territory lying within the second-class city or cities is less than or equal to 10 percent of the school district's territory.

AB 332 referred to Assembly Committee on Campaigns and Elections on May 19, 2017. SB 260 referred to Senate Committee on Elections and Utilities on May 17, 2017.

21. *Assembly Bill 361: Requiring a local referendum to impose a wheel tax.*

This bill provides that a county or municipal vehicle registration fee, commonly known as a wheel tax, may be imposed only if approved by a majority of electors voting in a referendum at a regularly scheduled election.

AB 361 referred to Assembly Committee on Ways and Means on June 1, 2017.

22. *Assembly Bill 375: Review and modification of voter registration lists.*

This bill eliminates the Elections Commission's responsibility to change the registration status of electors who have not voted within the previous four years from eligible to ineligible under certain circumstances.

AB 375 referred to Assembly Committee on Campaigns and Elections on June 6, 2017.

23. *Assembly Joint Resolution 2 and Senate Joint Resolution 3: Deleting from the state constitution the Office of State Treasurer.*

Sponsors: Majority. This constitutional amendment, to be given second consideration by the 2017 legislature for submittal to the voters in April 2018, was first considered by the 2015 legislature in 2015 Assembly Joint Resolution 5, which became 2015 Enrolled Joint Resolution 7. If enrolled on second consideration, the proposed constitutional amendment would be scheduled for a statewide referendum at the 2018 Spring Election.

AJR 2 was tabled on March 9, 2017. SJR 3 was passed by the Senate on March 7, 2017 and by the Assembly on March 9, 2017. As a result, the proposed constitutional amendment will appear on the ballot as a statewide referendum at the 2018 Spring Election.

24. *Assembly Joint Resolution 7 and Senate Joint Resolution 10: An advisory referendum on legalization of medical marijuana.*

Sponsors: Minority. This joint resolution calls for an advisory referendum on the question of whether Wisconsin should allow for the uses of and safe access to marijuana for medical purposes by individuals with debilitating medical conditions with a written recommendation from a licensed Wisconsin physician. The referendum is to be held at the next general election occurring not sooner than 45 days after adoption of the resolution.

AJR 7 referred to Assembly Committee on Health on February 20, 2017. SJR 10 referred to Committee on Senate Organization on February 15, 2017.

25. *Assembly Joint Resolution 11: To amend section 12 of article VIII of the constitution relating to funding in bills placing requirements on local governmental units (first consideration).*

Sponsors: Majority. This constitutional amendment, proposed to the 2017 legislature on first consideration, prohibits the legislature from passing any bill that places a requirement on a local governmental unit unless the bill contains an appropriation that reimburses the local governmental unit for the full cost of complying with the requirement. The amendment does not prohibit the governor from vetoing an appropriation contained in a bill that creates such a requirement. A proposed constitutional amendment requires adoption by two successive legislatures, and ratification by the people, before it can become effective.

Referred to Assembly Committee on Constitution and Ethics on February 27, 2017.

26. *Assembly Joint Resolution 35 and Senate Joint Resolution 24: Wisconsin legislative resolution to restore free and fair elections in the United States and to apply to Congress for a limited national convention for the exclusive purpose of proposing an amendment to the U.S. Constitution that would restore balance and integrity to our elections.*

Sponsors: Minority. A petition to the U.S. Congress to call a Constitutional Convention to restore balance and integrity to elections by proposing an amendment to the U.S. Constitution that would permanently protect elections in the United States of America by addressing issues raised by the decision of the U.S. Supreme Court in *Citizens United v. Federal Election Commission*, 130 S. Ct. 876 (2010), and in related cases and events.

AJR 35 referred to Assembly Committee on Constitution and Ethics on April 24, 2017. SJR 24 referred to Senate Committee on Elections and Utilities on March 29, 2017.

27. *Assembly Joint Resolution 53 and Senate Joint Resolution 54: An advisory referendum on an amendment to the U.S. Constitution.*

Sponsors: Minority. This resolution places a question on the November 2018 ballot to ask the people if Congress should propose an amendment to overturn *Citizens United v. F.E.C.*

AJR 53 referred to Assembly Committee on Constitution and Ethics on May 22, 2017. SJR 54 referred to Senate Committee on Financial Services, Constitution, and Federalism on June 2, 2017.

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MARK L. THOMSEN, CHAIR

ADMINISTRATOR MICHAEL HAAS

DATE: For the September 26, 2017 Commission Meeting

TO: Members, Wisconsin Elections Commission

FROM: Michael Haas
Administrator

Prepared and Presented by:
Richard Rydecki, Elections Supervisor
Robert Williams, Elections Specialist

SUBJECT: Optech Eagle Decertification Timeline

Background

The Optech Eagle is an optical scan vote tabulator which has been in use in Wisconsin for over twenty years. The system requires a voter to use a marking device that produces a carbon-based mark for the machine to read the votes marked on a ballot. If a voter marks their ballot using a marking device other than a vendor approved marker or #2 pencil it is possible that the Optech Eagle will not be able to determine voter intent. In this event, the ballot may register as blank when inserted into the tabulator and no votes will be counted. This can especially be an issue for individuals who vote absentee at home, where they use a non-carbon based marking device like a ballpoint pen or a permanent marker when marking their ballot and have no opportunity to observe that their ballot may not be tabulated as they intended.

As part of the 2106 Post-Election Voting Equipment Audit, the Village of Hortonville and the Village of Mount Pleasant, municipalities that employ the Optech Eagle, had discrepancies between their audit totals and the machine totals from Election Day. In both municipalities, more votes for candidates on the ballot were counted during the hand count audit process than were reflected in the machine totals from Election Day. Neither municipality could provide a reasonable explanation for these differences despite several attempts at reconciling the results. After additional audits by both the County Clerk and the Commission staff, it is suspected that incorrect marking devices were likely responsible for the discrepancies.

The technological limitations of the Optech Eagle have been acknowledged by the equipment vendor and have been known by local election officials who utilize the equipment for quite some time. As a result, most local election officials have procedures in place to address the limitations related to marking devices used with this equipment, including instructions for processing absentee ballots returned by mail. The Commission itself in March 2017 instructed Optech Eagle municipalities to remake all

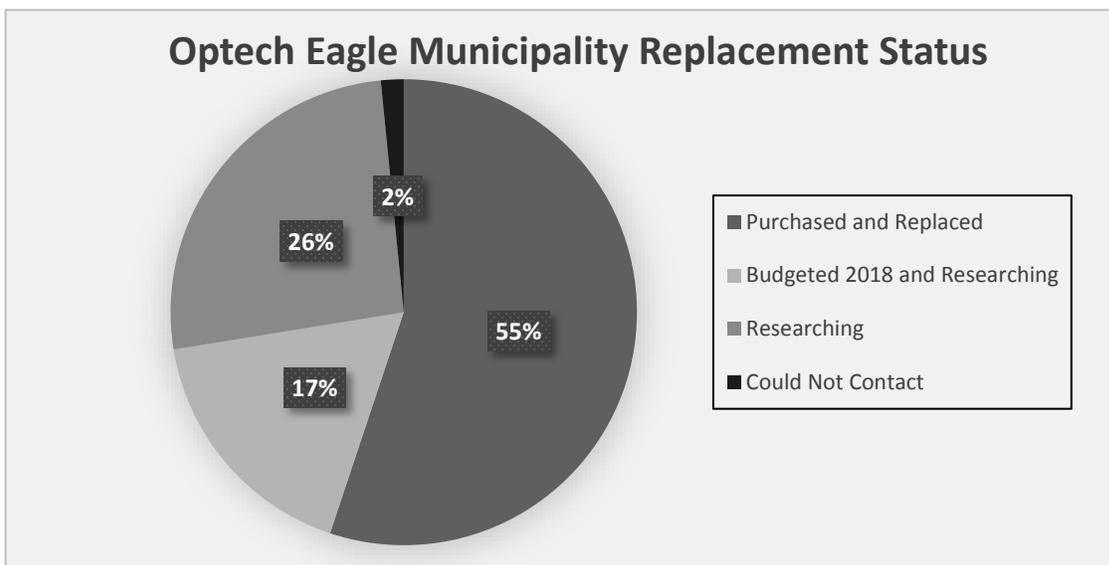
absentee ballots using an approved marking device to ensure that the selections on the ballot would be counted.

Considering that the Optech Eagle has been in service for nearly twenty years and its increasing voting equipment audit discrepancies, staff believe it is appropriate to discuss a timeline for decertification. In addition to the continued ballot marking issues, staff and municipalities which use the Optech Eagle have been informed by the vendor who provides maintenance and programming services that it will no longer support this system after 2018. The suspension of these services means that local election officials will not have essential support needed to continue to use this system to conduct elections and will not have a resource for parts and service requests. Staff recommends the Optech Eagle be decertified as of December 31, 2018. This would coincide with the end of vendor servicing and allow municipalities sufficient notice and time to procure new voting equipment to be used in 2019.

Outreach to Impacted Jurisdictions

In March 2017, Commission staff began contacting county and municipal clerks who still employ the Optech Eagle to determine the status of their equipment and to inquire about their ability to transition to new equipment by December 31, 2018. At that time 127 municipalities in 19 counties were still using the Eagle for tabulation purposes, representing roughly 7% of all municipalities in Wisconsin. When asked about their plans for replacement, budgeting for new equipment had been completed in 7 counties. The remainder were still researching their options or had not begun the replacement process. All 127 municipalities utilized the Optech Eagle during the 2017 spring election cycle.

In September 2017, staff once again contacted clerks in these counties and municipalities for an update regarding their replacement of the Optech Eagle. The results of this effort are represented in the pie chart below as well as in the appendix. The survey results indicate many municipalities have already completed the process of purchasing equipment and phasing out their Optech Eagle tabulators. Eleven counties, representing 70 municipalities, have taken delivery of updated equipment from Election Systems and Software or from Dominion Voting Systems, or will do so by the end of 2017, for use in the 2018 election cycle.



Of the 57 remaining municipalities in 8 counties, 28 have budgeted for the purchase of new equipment in 2018 or 2019, but are still researching replacement options. Voting equipment demonstrations have been hosted by county clerks, and municipalities (usually in coordination with their county clerk) will decide which equipment they will purchase. Twenty-nine municipalities are currently researching replacement options, but have not yet budgeted for new equipment.

All impacted clerks acknowledge they have been contacted by their Optech Eagle vendor and understand that the vendor will no longer service their Optech Eagle machines after December 2018. All the county and municipal clerks contacted by staff have agreed to discontinue use of their Optech Eagle tabulators by December 2018. Clerks further understand that if the Optech Eagle is decertified by the Wisconsin Elections Commission, it will no longer be eligible for use in any election in the State of Wisconsin. These clerks have also been invited to provide any input regarding the Commission's consideration of decertification of the Optech Eagle equipment.

Due to the suspension of vendor servicing after December 2018, the age of the Optech Eagle equipment, tabulation accuracy concerns, and inability of the equipment to determine voter intent in some circumstances, staff recommends the following motion:

Recommended Motion:

The Commission approves December 31, 2108 as the decertification date of the Optech Eagle voting equipment, after which time the machines will no longer be eligible for use in any elections in the State of Wisconsin. The Commission further directs staff to communicate this decision to each municipality and county which has Optech Eagle voting equipment currently in use.

Appendix: County and Municipal Timeline for Optech Eagle Replacement

| | | |
|--------------------------|-------------------|---|
| Pierce County | 14 municipalities | County has hosted demos from Command Central and ES&S. Clerks have agreed to phase out the Eagle by the end of 2018. Cost is a major concern. Most plan to use Edge until able to budget for new equipment in 2018/2019. |
| Racine County | 17 municipalities | Municipalities have ordered Imagecast Evolution (ICE) machines. Equipment will be delivered in late 2017. ICE implemented for 2018 election cycle. County coordinated purchase and county is reimbursed. |
| Shawano County | 14 municipalities | Municipalities have already replaced Eagle units with Insight machines. Eagles have been taken out of service. Insight in use for 2018 election cycle. Municipalities purchased the new equipment. |
| Waupaca County | 5 municipalities | Caledonia, New London, and Larrabee have upgraded to ICE machines. Clintonville is replacing with ICE by the end of 2017. Union is exploring replacement options. All municipalities agreed to end use of Eagle by end of 2018. |
| Eau Claire County | 17 municipalities | All Eagles will be replaced by DS200 and ExpressVote systems on September 18th, 2017. The new equipment will be used in 2018 election cycle. Municipalities paid for the upgrade. |
| Green Lake County | 9 municipalities | The county has had one demo from ES&S. There is a Command Central demo at the end of September 2017. Municipalities agreed to end of 2018 decertification of Eagle. Municipalities fund replacement equipment purchase. |
| Monroe County | 5 municipalities | City of Tomah and City of Sparta have upgraded to ICE and Insight respectively. Other municipalities will purchase replacements in 2018 for 2019 elections. |

| | | |
|-------------------------|-------------------|--|
| Oconto County | 17 municipalities | Oconto County currently has 10 Eagles in use. County plans to use Eagle through the end of 2018. In 2019 the clerk plans to use Edge and hand count ballots where allowed. She will budget in 2019 for purchase of new equipment in 2020. There is a possibility of a 2019 pilot of new equipment in 2-3 municipalities. |
| Oneida County | 11 municipalities | The county hosted ES&S and Command Central demos in the summer of 2017. All municipalities will switch from Eagle by the end of 2018, with some getting new equipment late in 2017. Municipalities funded purchase of replacement equipment. |
| Outagamie County | 8 municipalities | County is in the process of finalizing a vendor contract which will be completed in September 2017. All municipalities are getting new equipment for the 2018 election cycle. The funds are a 50/50 cost share between the county and municipalities. |
| Adams County | 2 municipalities | Unable to contact clerk. |
| Grant County | 1 municipality | City replacing with ICE machines. Delivery Nov 2017 for 2018 cycle. |
| Jackson County | 1 municipality | Switched to Insight in 2016. |
| Lafayette County | 1 municipality | Switched to the DS200 in June 2017. |
| Manitowoc County | 1 municipality | Budgeted for 2018 purchase of Command Central equipment. |
| Menominee County | 1 municipality | Unable to contact clerk. |
| Portage County | 1 municipality | DS200s have been delivered for use in 2018 election cycle. |
| Rusk County | 1 municipality | Still researching new equipment for 2019 rollout. |
| Vernon County | 1 municipality | Replaced Eagle with Insight for 2018 election cycle. |

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ADMINISTRATOR MICHAEL HAAS

MEMORANDUM

DATE: July 11, 2017

TO: Wisconsin County Clerks
Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

FROM: Michael Haas Richard Rydecki
Administrator Elections Specialist

SUBJECT: WEC Approves Election Systems and Software EVS 5.2.2.0 and EVS 5.3.2.0 Electronic Voting Systems

On June 20, 2017, the Wisconsin Elections Commission (“Commission”) approved Election Systems and Software (ES&S) EVS 5.2.2.0 and EVS 5.3.2.0 voting systems for sale and use in the State of Wisconsin. No electronic voting equipment may be offered for sale or utilized in Wisconsin unless the Commission first approves it. The following provides a brief description of the ES&S voting systems recently approved for use in Wisconsin:

A. EVS 5.2.2.0

EVS 5.2.2.0 is a federally tested and certified paper based, digital scan voting system powered by the ElectionWare software platform. It consists of seven major components: an election management system (EMS) server; an EMS client (desktop and/or laptop computer) with election reporting manager (ERM) software; the ExpressVote, an Americans with Disabilities Act compliant vote capture device for a polling place; the AutoMARK, an Americans with Disabilities Act compliant ballot marking device for a polling place; the DS200, a polling place scanner and tabulator; the DS450, a mid-range scanner and tabulator for a central count location; and the DS850, a high-speed scanner and tabulator for a central count location.

B. EVS 5.3.2.0

EVS 5.3.2.0 is a federally tested modification to the EVS 5.2.2.0 voting system. The modification provides support for modeming of unofficial election results from a DS200 to a Secure File Transfer Protocol (SFTP) server through public analog or wireless telecommunications networks after the polls close on Election Day. The modeming component of EVS 5.3.2.0 lacks federal certification, but has undergone successful functional testing on the state level. The underlying voting system (EVS 5.2.2.0) is federally certified.

For additional information regarding this voting system, please refer to the attached Commission memorandum, certification letter and U.S. Election Assistance Commission certificate. If you have any questions, please contact the Help Desk at elections@wi.gov or (608) 261-2028. Thank you.

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ADMINISTRATOR MICHAEL HAAS

DATE: October 5, 2017

TO: Wisconsin County Clerks
Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Milwaukee County Election Commission

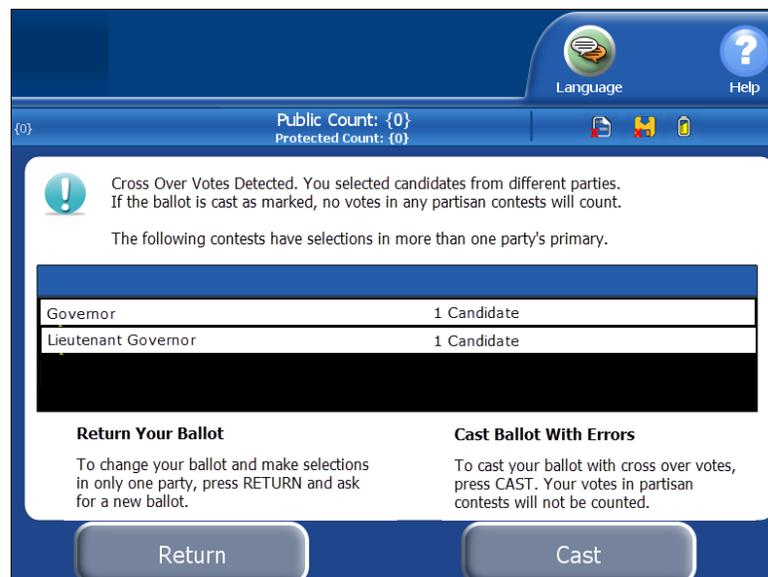
FROM: Richard Rydecki
Elections Supervisor

**SUBJECT: ES&S Screen Revisions for DS200 and ExpressVote Ready for Deployment;
ExpressLink Now Available for Purchase and Use in Wisconsin**

The Wisconsin Elections Commission (WEC) approved Elections Systems and Software (ES&S) voting system [EVS 5.2.2.0 and 5.3.2.0 for use in Wisconsin at its June 20, 2017 meeting](#). The approval was contingent on the revision of several voter notification and instruction screens on two pieces of voting equipment included in this system. The Commission also instructed WEC staff to develop a protocol for the testing and certification of the ExpressLink component that was not included in the original certification, and to ensure that the ExpressLink component satisfied the testing requirements. The screen revisions have been completed and are ready for deployment to voting equipment used in both EVS 5.2.0.0/5.3.0.0 and EVS 5.2.2.0/5.3.2.0 systems. In addition, the ExpressLink has been tested and is now approved for purchase and use in Wisconsin.

DS200 Screen Revisions

WEC staff worked with representatives from ES&S to revise the information presented to the voter on the DS200 crossover notification screen. Staff had the opportunity to test and review the screen on the DS200 when ES&S visited the WEC office on August 30, 2017. An image of the revised screen is provided below:



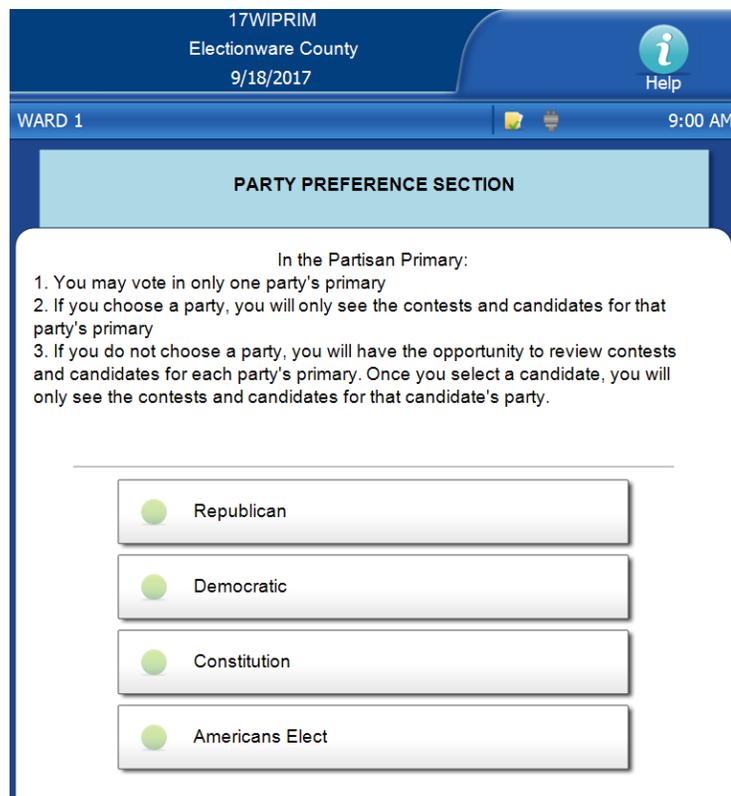
As shown above, the crossover vote notification screen language has been altered to provide more instruction to the voter. The following table compares the previous language with the revised versions of the screen:

| Crossover Notification Screen | Revised Language | Previous Language |
|-------------------------------|---|--|
| Top instructions | Cross Over Votes Detected. You selected candidates from different parties. If the ballot is cast as marked, no votes in any partisan contests will count. | Cross Over Voted Contests. The following contests have cross over selections: |
| Above the 'Cast' button | <p style="text-align: center;">Cast Ballot With Errors</p> To cast your ballot with cross over votes, press CAST. Your votes in partisan contests will not be counted. | <p style="text-align: center;">Cast Your Ballot</p> To ignore this message and cast your ballot press CAST. |

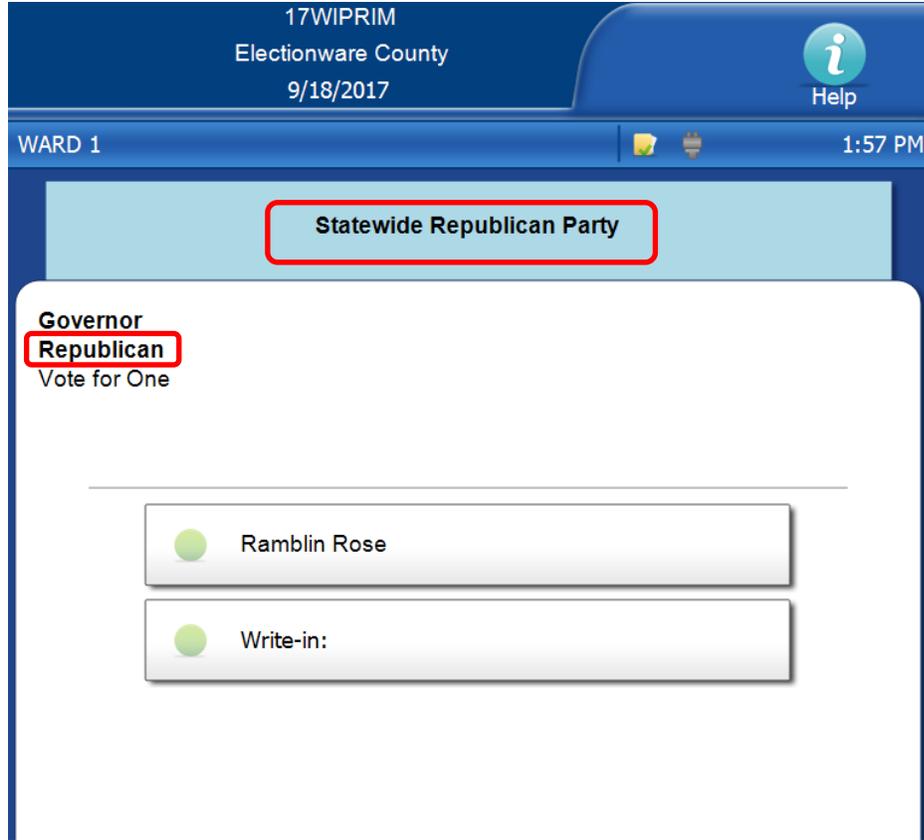
ExpressVote Screen Revisions

Several screens for the ExpressVote universal voting device were also revised as part of this process. The revisions pertain to the programming for the Partisan Primary and were designed to provide clarity for the voter with instructions that more closely mirror the instructions on the optical scan ballot.

Instructions similar to those found on the optical scan ballot were added to the party preference selection screen so that a voter would understand the impact of making, or not making, a selection on this screen:

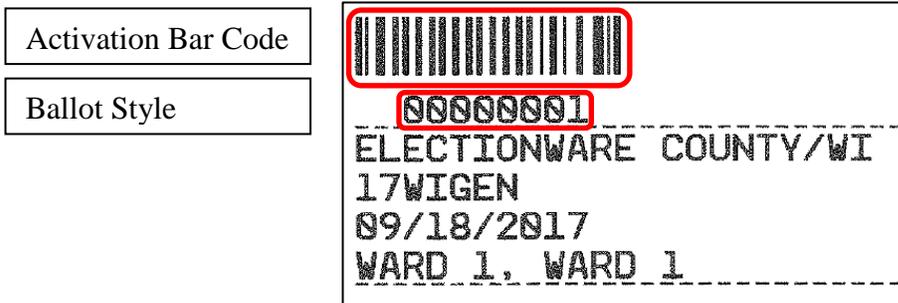


The header on the top of each contest page has been revised to include the name of the political party to increase voter awareness of which section of the ballot they are viewing. In addition, the party name has been added to the line under the office type for each contest screen. These additions have been outlined in red on the screen image provided below:



ExpressLink Testing

A protocol for testing and evaluating the ExpressLink was developed and applied to this component of the voting system. This protocol can be found in the appendix of this document. Ten different ballot styles were programmed for a General Election and the ExpressLink was tested to ensure that the activation barcodes that printed on the ballot card activated the correct ballot style. An example of the activation bar code can be found on the image below.



A representative from the vendor demonstrated the functionality of the ExpressLink software program and provided staff the opportunity to review the programming data used to identify and print the activation bar codes on blank ballot cards. Staff then used the ExpressLink printer to print

activation bar codes on ten blank ballot cards for each of the ten ballot styles programmed for the test election, for a total of 100 test ballots.

Staff then voted ten ballots of each ballot style on the ExpressVote and tabulated those ballots using the DS200. The results tape was then reviewed to make sure the DS200 accurately tabulated votes for each different ballot style. The results of the test campaign confirmed that the ExpressVote component satisfied the requirements of the testing protocol, and, therefore, is approved for use in Wisconsin.

Appendix: ExpressLink Testing and Certification Protocol

Protocol Approval Date: July 28, 2017

Subject: WEC Protocol for Testing the Elections Systems and Software ExpressLink Component

Background

As part of an application submitted on March 17, 2017, Elections Systems and Software (ES&S) requested the Wisconsin Elections Commission (WEC) to certify the ExpressLink component as part of the EVS 5.2.2.0 and EVS 5.3.2.0 systems. ExpressLink was outside of the scope of certification that was granted by the U.S. Election Assistance Commission (EAC) for those systems. The WEC staff review of the application materials for EVS 5.2.2.0 and EVS 5.3.2.0 determined that this component was part of the voting system and should be subject to testing and certification, contrary to the EAC review. This component was not included in the voting equipment system that was certified for use in Wisconsin by the WEC on June 20, 2017. Staff was instructed, however, to create a protocol to test and certify the ExpressLink component outside of the EAC process, and to complete approval of the ExpressLink component if it satisfied the testing requirements. Wis. Stat. § 5.91 provides that the WEC may approve any such voting device, automatic tabulating equipment, or related equipment or materials regardless of whether any such system is approved by the EAC and this protocol outlines the procedures for reviewing the ExpressLink consistent with this statutory authority.

Component Information

The ExpressLink is designed for use by election officials in conjunction with the ExpressVote Universal Voting System that was approved as part of the EVS 5.2.2.0 and EVS 5.3.2.0 systems. This voting system component consists of both the ExpressLink software application and one piece of hardware, the ExpressVote Activation Card Printer. ExpressLink is a Windows application housed on a laptop computer that uses contest and candidate information imported from Election Ware election management system to determine the appropriate ballot style for a voter. The system then prints the activation barcode using the ExpressVote Activation Card Printer. The ExpressVote Activation Card Printer is a small, thermal, on demand printer used to print the ballot activation barcode on the ExpressVote ballot card. A voter would then use the ballot card that contains the barcode printed via the ExpressLink to activate the correct ballot style on the ExpressVote Universal Voting System.

Review and Testing Process

1. WEC staff shall complete a review of supporting documentation provided by the vendor that details the functionality of the ExpressLink before functional testing is conducted. The manufacturer shall provide both a full and a redacted set of the following documentation as part of the process to review the component, if applicable:
 - a. Complete specifications for all hardware, firmware and software;
 - b. All technical manuals and documentation related to the component;
 - c. Complete instruction materials necessary for the operation of the equipment and a description of training available to users and purchasers;
 - d. Reports from voting system test laboratories accredited by the US Election Assistance Commission (EAC) demonstrating that the system component functions as described by the vendor in the application materials.

- e. A list of all the states and municipalities in which the system has been approved for use and how long the ExpressLink component has been in use in those jurisdictions.
 - f. If any portion of the materials provided to the Wisconsin Elections Commission is copyrighted, trademarked, or otherwise trade secret, the application shall include written assertion of any protected interests and redacted versions of the application and all materials consistent with any properly asserted protected interests. Simply identifying the individual item as “proprietary” is not sufficient. Any assertion of proprietary rights must include detailed specifics of each item protected, the factual and legal basis for protection, whether there is anything public within the protected item, and if there is, how to extract it along with a statement whether there are costs to do so.
 - g. If applicable, provide the WEC with a list of software components, pursuant to Wis. Stat. § 5.905, that “record and tally the votes cast with this system.” For purposes of this condition, “software components” include vote-counting source code, table structures, modules, program narratives and other human-readable computer instructions used to count votes with this system.
2. The vendor shall submit the component to the WEC for functional testing. The hardware and software submitted for certification testing shall be equivalent, in form and function, to the actual production versions of the component.
- a. An operational status check shall be conducted on the ExpressLink to determine if it functions as described by the vendor using the following procedures:
 - i. Arrange the system for normal operation and power on the system.
 - ii. Perform any servicing, and make any adjustments necessary, to achieve operational status.
 - iii. Operate the equipment in all modes, demonstrating all functions and features that would be used during election operations.
 - iv. Commission staff shall verify that all system functions have been correctly executed.
 - b. Compatibility of the voting system software components or subsystems with one another, and with other components of the voting system environment, shall be determined through functional tests integrating the voting system software with the remainder of the system and to determine if the software meets the vendor’s design specifications.
 - i. The election definition file that is created in ElectionWare for use with the ExpressLink shall be verified to determine if the data contained in that file is accurate.
 - ii. The ExpressLink will be tested in a mock election to determine if it can print barcodes on ExpressVote ballot cards that access the correct ballot styles.
 - iii. The ExpressLink will be tested to determine if it can accommodate multiple ballot styles for an election on a single ExpressVote machine.

Conditions of Approval

As additional conditions of approval, ES&S shall:

1. Reimburse the WEC for all costs associated with the testing campaign for the ExpressLink, where applicable, pursuant to state processes.
2. Agree to any additional conditions for approval and use that may be identified after the review and testing process is complete.

WISCONSIN ELECTIONS COMMISSION

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DATE: September 25, 2017

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Allison Coakley
Training Coordinator

SUBJECT: Local Election Official Training

The spring elections are right around the corner, so please take a moment to review the following reminders about local election official certification and training requirements. Please contact me if you have any questions: allison.coakley@wi.gov or (608) 261-2033.

Training Terms

- For training purposes, municipal clerks are currently in the 2015-2017 term and chief inspectors are currently in the 2016-2017 term. Starting next year, both municipal clerks and chief inspectors will be in the same training term, 2018-2019, 2020-2021, etc.
- Both municipal clerks and chief inspectors must complete at least six hours of election training by December 31, 2017 to recertify for the 2018-2019 term.

Municipal Clerks

- New municipal clerks are required by state law to take the three-hour Municipal Clerk Core (MCT Core) training class before their first election to be considered certified to conduct elections in the current term. We have customarily offered this class using live webinars presented by Wisconsin Elections Commission staff and in-person training classes conducted by Commission-certified clerk-trainers. A list of current classes and online registration is available on our website: <http://elections.wi.gov/clerks/education-training/schedule>.
- Due to the large number of new municipal clerks this year, we will offer an additional MCT Core training opportunity using a recorded version of the presentation. This training will be posted in the WisVote Learning Center for clerks to review at their convenience before December 31, 2017. The MCT Core presentation will be posted by mid-October and new clerks will be notified when it is available. All clerks who started office after January 1, 2017 were notified of this policy change in an emailed communication in August.
- Municipal clerks must either report their training using the form on our website or enter it directly into WisVote for review and approval: <http://elections.wi.gov/forms/mct-hours-reporting>. A list of approved election training reported by municipal clerks and recorded in WisVote will be posted by early November so clerks can compare their records to ours

and provide an update, correct an error or simply take and report additional training hours before the end of the year.

Chief Inspectors

- New chief inspectors are required by state law to take the three-hour Baseline Chief Inspector training class before their first election to be certified to conduct elections in the current term. This type of training is also offered using in-person certified clerk-trainers and live webinars conducted by Commission staff.
- Municipal clerks must track the training taken by their chief inspectors and other local election officials.
- Several classes are currently posted and we anticipate new classes will be added after Commission staff has completed the October 12 training session for a new class of certified clerk-trainers. Check the schedule periodically:
<http://elections.wi.gov/clerks/education-training/schedule>.
- We will be conducting a live Baseline Chief Inspector training webinar for new chief inspectors in January in preparation for the February Primary. This class will be posted well in advance of the scheduled date so clerks can plan accordingly.

Election Inspectors, Election Registration Officials (EROs):

- December 31, 2017 is the end of the current term of election inspectors (poll workers). At a meeting in December, the municipal governing body is charged with appointing election inspectors for a two-year term which begins January 1, 2018 and ends December 31, 2019.
- State law requires the municipal clerk to provide some type of election training for election inspectors and EROs every two years. State law does not prescribe the length of the training or the curriculum, but does dictate that EROs should be trained in the same manner in which you train your election inspectors.

2017-2018 Webinar Series

- We recently posted a new election administration training webinar schedule for the upcoming election cycle, starting with a *New Clerk Orientation* session on October 4:
<http://elections.wi.gov/node/5196>.
- We also posted a new WisVote webinar training series for self-providers and providers of the WisVote system: <http://elections.wi.gov/node/5250>.
- Training can be taken in any order you like. Recorded presentations from our earlier webinar training series are available for viewing on our website:
<http://elections.wi.gov/clerks/education-training/webinars>.

ELECTION OFFICIALS' TRAINING REQUIREMENTS

| Election Official | Current term | Required training for <u>new</u> official to be certified to conduct elections for the term. | Required training for <u>new</u> official to be recertified for the next term. | Required training for <u>currently-certified</u> official to recertify for the next term | Next term | Documents to be submitted to the WEC | Required training if certification is lost by required number of hours by the end of the term | Examples of activities that count toward recertification (please visit the WEC website for a complete list) |
|--|------------------|--|---|--|------------------|--|---|---|
| Municipal Clerk | 1/01/15-12/31/17 | 3-hour municipal clerk core training class by first election | MCT Core plus three hours of election-related training – for a total of six hours - by the end of the term | Six hours of approved election-related training | 1/01/18-12/31/19 | Recertification reporting form | 3-hour MCT Core plus three hours of election-related training by the first election | <ul style="list-style-type: none"> • Baseline Chief Inspector training • WEC staff presentations • WisVote training • Webinar election administration sessions • Training conducted by a county or municipal clerk |
| Chief Inspector | 1/01/16-12/31/17 | 3-hour baseline chief inspector training class by first election | CIT Baseline plus three hours of approved election-related training – for a total of six hours - by the end of the term | Six hours of approved election-related training | 1/01/18-12/31/19 | Agenda for recertification training as administered by clerk and approved by WEC | 3-hour CIT Baseline plus three hours of election-related training by the first election | <ul style="list-style-type: none"> • Training conducted by a county or municipal clerk • Webinar election administration sessions • Voting equipment training or pre-election testing (1 hour per 2-year term) |
| Regular Election Inspectors EROs/SVDs | 1/01/16-12/31/17 | Clerk is required to conduct election training every two years. | No recertification | No recertification | 1/01/18-12/31/19 | None | None | <ul style="list-style-type: none"> • Training conducted by a county or municipal clerk • Webinar election administration sessions |

MCT Certification Hours Reporting Form

| | | | |
|---|-----------------------|-------------------|------------------|
| Name: | | Title: | |
| Municipality: | | County: | |
| HINDI #: | Phone: | Email: | |
| (e.g. 10101) | [e.g. (555) 555-5555] | | |
| Class Description (e.g. _____, _____, _____, County Clerk training, etc.): | | Date (mm/dd/yyyy) | Number of hours: |
| | | | |
| | | | |
| | | | |
| | | Total: | 0 |
| I certify the above is true and correct. | | | |
| Signature: | | (mm/dd/yyyy) | |
| Signature (or typed name if submitted by email) | | | |
| <p>Instructions: Please fill out the highlighted fields. Hour totals will readjust if you are entering multiple activities. You may submit this form by email, fax or mail.</p> <p><u>To email this form:</u> Save the form, fill it out electronically, attach it to an email and send to _____</p> <p><u>To fax this form:</u> Save the form, fill it out by computer or by hand, print it out and fax to : MCT Training, 608-267-0500.</p> <p><u>To mail this form:</u> Save the form, fill it out by computer or by hand, print it out and mail to: _____, P.O. Box 7984, Madison, WI 53707-7984</p> | | | |

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ADMINISTRATOR MICHAEL HAAS

DATE: August 23, 2017

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Richard Rydecki
Elections Supervisor

Allison Coakley
Training Coordinator

SUBJECT: Elections Administration Training webinar series
(October 2017 – March 2018)

Our new webinar series continues our efforts to provide clerks and other local election officials with the timely information, election law updates and training you need to perform your job duties effectively. The security of election data and voting equipment will be a central component of a number of the webinars in this series.

Each webinar will generally focus on a particular topic and will be about one hour in length. This structure allows us to cover the topic in greater depth and give us enough time to answer any questions you may have during the webcast. The live or recorded webinars count toward the hours clerks and chief inspectors need for recertification where indicated.

The programs and materials are free for you to download from our website for your own education and for training your election inspectors. A disc of the webcasts may also be ordered for a small fee to cover processing costs using the order form found on our website: <http://elections.wi.gov/node/2622>.

Webinar access information and related materials will be posted under “Recent Clerk Communications” on the Monday prior to each webinar. You must be able to view videos on your computer, using a media application such as Windows Media Player and will be connected to audio using your computer’s speakers. The webinar recording, related materials and a list of frequently asked questions will be posted shortly after the webcast on our webinar page: <http://elections.wi.gov/clerks/education-training/webinars>. The table of contents posted at the top of the webinar page identifies which type of election official may use a particular webinar for recertification purposes.

Please send any questions or comments you have to Allison Coakley: allison.coakley@wi.gov or (608) 261-2033.

2017-2018 Election Administration Training Webinar Series

New Clerk Orientation

October 4, 2017, 10:00 a.m. – 11:00 a.m.

County and Municipal Clerks

Congratulations on your new position! This webinar will introduce clerks to our agency and staff and provide information on training requirements for local election officials and the wide variety of resources available to help you do a great job before, during and after an election. We will also review the importance of election security preparation and incident prevention. Experienced clerks are welcome to attend and offer any insights they may have for running a smooth election.

School District Clerk Duties

October 18, 2017, 10:00 a.m. – 11:00 a.m.

County, Municipal and School District Clerks

School district clerks have an important role to play in the administration of regularly scheduled spring elections as well as special elections for school district contests or referenda. This webinar will provide both new and experienced school district clerks with some critical guidance about their clerk duties during an election and offer some pointers for conducting a successful election.

Appointing Election Inspectors & Ballot Access Procedures

November 1, 2017, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

Municipal clerks have the responsibility of providing their governing bodies with lists of election inspector nominees for appointment to the 2018-2019 term. This webinar will address the nomination procedure, including the submission of lists by the county's primary political parties. We will also review ballot access procedures utilizing the filing of nomination papers or the caucus system and answer some common questions about residency requirements for elected officials.

The Year in Review and a Look Ahead to 2018

December 6, 2017, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

Some may consider 2017 an "off election year," but it was still a busy one! We will take a look at any legislative or administrative changes in laws and procedures that impact elections and local election officials and forecast what may be ahead for us in 2018. We know that election security will continue to be of primary interest next year. Also, we will also provide you with an update on the progress of electronic poll books and plans to pilot them in several municipalities during the 2018 February Primary and April Election.

Absentee Voting

January 10, 2018, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

Absentee voting can commence as soon as ballots are available, which will be soon! This webinar will review absentee voting rules – by mail, in-person in the clerk's office and at the polls on Election Day. We will also take an in-depth look at the absentee certificate envelope and what constitutes an address of a witness.

Canvass

January 24, 2018, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

Election inspectors count the votes at the polls on election night, but the official results of the elections are not determined until each official board of canvassers – for the municipality, county, state, school district, or other special purpose district – has met and completed the official canvass of their respective offices. This webinar will outline the canvass process for the Municipal Board of Canvassers (MBOC), discuss the composition of the MBOC, review the canvass statement and other documentation and discuss when the MBOC can meet and if it needs to reconvene. We will also provide some guidance for the County Board of Canvassers' process after an election.

Counting Votes, Breaking Ties & Filling Vacancies

February 7, 2018, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

When do I count votes for only registered write-in candidates or all write-in candidates? Should I count Mickey Mouse or Donald Duck? What happens if there is a tie? What do I do if a winning candidate declines the position? This webinar will answer these common and not-so-common questions and provide a general review of counting votes at the upcoming elections.

Remaking and Spoiling Ballots

February 28, 2018, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

A Wisconsin voter can “spoil” his or her ballot up to three times and receive a new ballot within certain deadlines before Election Day and at the polling place if they make a mistake. We will review the deadlines for spoiling a ballot and requesting a new one and the process of spoiling and issuing ballots at the polling place on Election Day. This webinar will also review why a ballot may need to be remade at the polls on Election Day and the process for doing so.

Important Reminders for the April Election

March 14, 2018, 10:00 a.m. – 11:00 a.m.

Clerks, Chief Inspectors and Poll Workers

This webinar will review what we've learned during this busy election cycle and offer some best practices for clerks and their election officials. We will highlight any legislative changes and the status of court decisions that impact election administration for the spring election. Elections security has been an ongoing concern and we will review our efforts toward ensuring the integrity of elections data and voting equipment. This is a good time to ask any questions you have and get the answers directly from Commission staff!

WisVote Learning Center

Home Dashboard Events My Courses Hide blocks Standard view

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- Site news
- WisVote User Manual
- Clerk Access - Certification
- Data Entry Access - Certification
- FAQ - Absentee - Tracking Only
- FAQ: Issue Absentee Ballots as a
- Batch
 - Presidential Preference Only
- Ballot
 - Elections Helpdesk: (608) 261-2028

Welcome to the WisVote Learning Center!

WisVote is Wisconsin's new, easy-to-use system for election management.
PLEASE USE INTERNET EXPLORER AS YOUR BROWSER. CHROME DOES NOT PLAY THE VIDEOS PROPERLY.

This website contains learning materials designed to help local election officials get the most out of WisVote. In addition to traditional learning materials like user manuals, we offer a variety of videos including demonstration overviews and interactive tutorials.

The online courses below correspond with chapters in the [WisVote User Manual](#). To get started, select from any of the courses. You will be prompted to log in. Use your existing WisVote username and the password provided to you.

Please refer to the **WisVote Learning Curriculum Checklist** below for all the available training resources in the Learning Center. You may wish to print it and use it to track which training resources you have completed. (Note: We will continue to update our training resources as WisVote changes and processes occur.)

[WisVote User Manual - Revised January 2017](#)
[Online Voter Registration - Manual Supplement 2017](#)

WisVote Learning Video Curriculum Checklist - 12/03/2016

Navigation

- Home
 - Dashboard
 - Site pages
 - My courses
 - EA Learning

EA Training

Municipal Clerk Core Curriculum (MCT Core) : 16 Sections

Introduction to WisVote

Accessing & Navigating WisVote. Plus More.

Voter Management

Learn about: Voter Search; Voter Registration; Voter Records - Task...

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Home Dashboard Events My Courses This course Hide blocks Standard view

My courses > EA Learning > EA Training

Navigation

- Home
 - Dashboard
 - Site pages
 - My courses
 - EA Learning
 - EA Training**
 - Participants
 - Badges
 - MCT Core Curriculum
 - Candidates
 - Other Registrants
 - Election Notices
 - Ballots
 - Electors
 - Election Officials
 - Voting Equipment
 - Accessibility

MCT Core Curriculum

New municipal clerks are required by state statute to attend the 3-hour Municipal Clerk Core Curriculum (MCT Core) Course to be considered certified to conduct the elections in the current term. Municipal clerks must accumulate a minimum of six hours of election training each term to recertify for the following term. This MCT Core course counts for three of the six hours of required training.

Announcements

Introduction to MCT Core Online
LEARNING BEGINS HERE

Candidates

Chief Inspector Self-Evaluation

Section 1 of 6: Qualification of Election Officials

- 1. To qualify to be an election inspector, an individual must:**
 - a. Be able to read, write and understand English
 - b. Not be a candidate on the ballot
 - c. Receive training
 - d. All of above

- 2. The following types of election officials count toward the odd-number of election inspectors that need to be in the polling area on Election Day:**
 - a. Greeters
 - b. Chief Inspectors
 - c. Election Registration Officials
 - d. Tabulators
 - e. Election Inspectors or “poll workers”
 - f. High School Student Election Inspectors
 - g. Municipal Clerk delivering additional ballots

Section 2 of 6: Pre-Election Preparations

- 3. The American flag must be displayed:**
 - a. In the polling area
 - b. Outside the building
 - c. Both inside and outside
 - d. Either inside or outside

- 4. All polling places should have a current copy of the Election Day Manual. T/F**

Section 3 of 6: Electors

- 5. Which of the following are valid forms of proof of residence if they list the voter’s full name and Wisconsin address?**
 - a. Wisconsin deer hunting license
 - b. Letter from the municipal clerk
 - c. Auto insurance card
 - d. Home mortgage statement
 - e. Vehicle registration issued by the Wisconsin DOT
 - f. Credit card statement
 - g. Wedding invitation
 - h. Cell phone bill
 - i. Bank statement shown on an electronic device

- j. Public High school report card
- k. Letter from the Mexican Consulate

6. Proof of identification documents must list the voter's complete name and Wisconsin address. T/F

Section 4 of 6: Election Day Issues

7. Electioneering is prohibited within how many feet during voting hours on public property?

- a. 10 feet
- b. 100 feet
- c. 1000 feet

8. The names of registered write-in candidates should be:

- a. Posted in the clerk's office
- b. Posted at the polling place
- c. Verbally given to each voter
- d. Available as a list to hand to a voter who asks if there are any registered write-ins

Section 5 of 6: Ballots

9. Voters who were issued a provisional ballot have until what time to provide their missing information:

- a. 8 pm on Election Night at the polls
- b. 4 pm the Friday following the election to the municipal clerk
- c. Either

10. Which of the following are reasons to reject an absentee ballot?

- a. Missing witness signature or address
- b. Missing voter signature
- c. Missing date of voter signature
- d. Envelope appears to be tampered with
- e. The envelope does not have the clerk's initials

Section 6 of 6: Documentation

11. When should the chief inspector check the tamper-evident seal/tag protecting the voting equipment's memory device?

- a. Before the polls open on Election Day
- b. After the polls close on Election Day
- c. Periodically throughout the day on Election Day
- d. All of the above