

FAQs: New Clerk Orientation

Q. I have three trained chief inspectors. Is there a “chief” chief?

A. You can have three trained and certified chief inspectors (we encourage back-ups), but only one chief inspector is in charge for a shift.

Q. And I can appoint any one of those 3 to be it, right?

A. Yes, if they are certified.

Q. Extended in person absentee voting, residency change from 28 days to 10 and all voters can have ballot emailed or faxed are now effective?

A. Yes, due to recent court decisions.

Q. Absentee ballots not returned by close of polls will no longer be counted except for military? Previously they just needed to be postmarked.

A. No absentee ballots, including military, may be counted if they are not at the polling place by 8 pm on Election Day.

Q. Do the 7 election inspectors include the Chief, election inspector?

A. Yes, the odd number includes the chief inspector and election inspectors. The odd number does not include a greeter or election registration official if you choose to have them.

Q. Can we cross out the language on the envelope referring to may be eligible to be counted after Election Day, and the 28 days, and use that envelope?

A. You can if your absentee envelope has a version date of 2016-05. If it is an earlier version of the certificate envelope, please refer to our guidance posted on August 26, 2016:

<http://www.gab.wi.gov/node/4078>.

Q. Must we allow absentee voting in person the Monday before the election?

A. No, you can't. The judge was specific that there is no absentee voting in the clerk's office the Monday before the election to give clerks time to prepare for Election Day.

Q. Can an inspector be added mid-term?

A. Yes, a clerk can appoint additional inspectors to fill vacancies.

Q. Will the Type E notice be updated?

A. It's been posted: <http://www.gab.wi.gov/publications/election-notices/type-e>.

Q. Under this new ruling with expanded absentee voting will the town's website be allowed to let the public know the hours & will calling the clerk for an appointment suffice the notification requirement?

A. Yes, if you choose to conduct in-person absentee voting before publication or posting of the Type E Notice, you can post the information concerning the availability of in-person absentee voting to your website, send out a press release or public service announcements or by physical post in your municipality.

Q. When do you post the Type D Notice?

A. For fall elections, the Monday before the election.

Q. We have a college that wants me to train & appoint a couple of Election Registration Officials to register students. Are we still allowed to do this since on-line registration is not yet in effect?

A. They have to be appointed as Special Registration Deputies, not EROs. EROs can only register voters at the polls on Election Day, in the clerk's office during in-person absentee voting and at residential care facilities during open registration.

Q. Are high school elections inspectors included in the inspector count?

A. Yes.

Q. Can we order envelopes with the 10 day residency requirement now?

A. Yes.

Q. Does that mean any voter can get their ballot online like overseas?

A. No. A regular absentee vote can request that their ballot be emailed or faxed, but only military and permanent overseas voters can have their ballot delivered online through the MyVote Wisconsin system.

Q. Clarification on CIT please - once a worker completes CIT, they need 3 hours training that term, plus 3 more the next term? They only take CIT one time ever?

A. Six hours per 2-year term, not three hours the next 2-year term. They only need to take Baseline training once if they maintain their certification.

Q. Is it ok to have local elected officials working as unpaid greeters or if they are not on the ballot?

A. It is the opinion of the Commission that elected officials may not generally serve as election inspectors within the same municipality. This opinion is advisory and not binding on local courts or district attorneys. Clerks are advised to consult with their municipal attorney before proceeding based on this opinion.

Q. I know there are inspections performed randomly for elections... Is there a way to receive the checklist for what would be audited during these visits?

A. Here is the link to the information about accessibility site visits: <http://www.gab.wi.gov/audit-program-summary>.

Here is a link to the survey that is posted on the website:

http://www.gab.wi.gov/sites/default/files/page/2009_polling_place_accessibility_survey_pdf_86432.pdf