



Wisconsin Elections Commission

Important Reminders for the
April 2018 Election

March 14, 2018

Agenda



- ▶ ERIC Procedures
- ▶ Election Security
- ▶ Contingency Planning
- ▶ Legislative Update
- ▶ Chief Inspector Self-Evaluation
- ▶ Reminders!

ERIC Procedures



- ▶ ERIC Voters who did not move
- ▶ Special Procedures for the 2018 Spring Election
 - Step 1: Review voters who received an ERIC postcard and were deactivated
 - Step 2: Supplemental ERIC Poll List Reports
- ▶ Accessing the ERIC Deactivated Clerk Review view in WisVote

Election Security



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:
February 27, 2016

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

Statement on NBC News Story about Election Cyber Security

MADISON, Wis. – The Wisconsin Elections Commission issued the following statement to NBC Nightly News more than a week prior to their story Tuesday about cyber security:

The Wisconsin Elections Commission has never detected a successful hacking attempt on its systems, nor has it ever been notified of one by the Department of Homeland Security or any other state or federal agency. We are not aware of any new Russian targeting of Wisconsin systems beyond the scanning attempts from 2016 we reported in September 2017 as soon as we were notified by DHS: <http://elections.wi.gov/node/5265>.

The State of Wisconsin's online systems, including elections, are well-protected by the state's Division of Enterprise Technology, which routinely deals with approximately 9 million scanning attempts annually from all over the world. The Commission is continuing to implement its election security plan in coordination with its security partners including DET and DHS.

"Wisconsin's voter registration system and voting systems are secure," said Michael Haas, Wisconsin's chief election official.

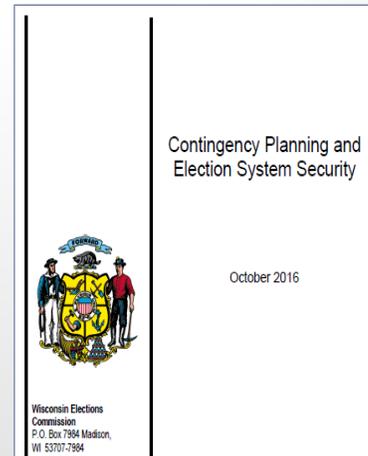
"In response to NBC's questions, we double-checked with Homeland Security and our other cyber security partners. They have assured us that they are not aware of any other attempts – successful or unsuccessful – to breach Wisconsin's systems," Haas said. "We have established a strong, positive relationship with Homeland Security, and have seen no reason to doubt their assurances about the integrity of our systems."



Contingency Planning



- ▶ What is Contingency Planning?
- ▶ Example: Weather-Related Issues and the Spring Primary
- ▶ 2016 Contingency Planning and Election System Security Report



Legislative Update



- ▶ Bills signed into law
 - Act 120: changes in certain recount rules
- ▶ New legislation
 - AB 925: would clarify current law relating to SVDs and non-qualified retirement homes
 - AB 947: the witness for military and overseas voters would not have to be a U.S. citizen. Fewer distinctions between permanent or temporarily overseas voters.
- ▶ Previous legislation
 - AB 637/SB 524: would allow voters to cast in person absentee ballots using electronic voting equipment
 - AB 639/SB 539: would remove the prohibition on showing a marked ballot or taking “selfies”
 - AB 85/SB 66: would allow local elected officials to work as election inspectors if not on the ballot

Chief Inspector Self-Evaluation



- ▶ The state legislature required the development of a chief inspector self evaluation that clerks can administer to gauge their understanding of election administration laws and procedures
- ▶ The results of the 30-question self evaluation do not impact the chief inspectors appointment or ability to serve
- ▶ The self evaluation and answer key is posted on the WEC website and can be counted toward training hours:
<http://elections.wi.gov/node/5428>
- ▶ Review and discussion of several questions

Reminders!



- ▶ Review the “Spoiling an Absentee Ballot” clerk guidance: <http://elections.wi.gov/node/4363>.
- ▶ Review “Missing or Insufficient Address on Absentee Certificate Envelopes” clerk guidance: <http://elections.wi.gov/node/4275>.
- ▶ Review “Counting Votes” Manual: <http://elections.wi.gov/manuals/counting-votes>
- ▶ Clerks need to be available for certain deadlines on the Friday before the election. Good Friday is not a state holiday.
- ▶ Clerks should give election inspectors a list of registered write-ins to hand a voter if asked if there are any registered write-ins.

Reminders!



- ▶ Be sure to have copies of the IDPP handout at the polls.
- ▶ One Wisconsin Now court decision still in effect for spring elections:
 - 10-day residency, in-person absentee voting restrictions lifted except for the Monday prior to the election, etc.
 - Student IDs must meet statutory format requirements but can be expired.
- ▶ The Photo ID does not have to include a current address.
- ▶ Election inspectors do not determine if a voter is a U.S. citizen outside of the affirmation by the voter on the registration form
- ▶ Timekeeping
- ▶ If you have more ballots than voters, be certain that there is no alternative reason for the ballot overage *before* drawing down any ballots



Questions?

WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR
POST OFFICE BOX 7984
MADISON, WI 53707-7984
(608) 261-2028
ELECTIONS@WI.GOV
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL
JULIE M. GLANCEY
ANN S. JACOBS
JODI JENSEN
DEAN KNUDSON
MARK L. THOMSEN, CHAIR

INTERIM ADMINISTRATOR MEAGAN WOLFE

DATE: March 8, 2018

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

FROM: Meagan Wolfe Jodi Kitts
Administrator WisVote Specialist

SUBJECT: **ERIC Voters Who Did Not Move**

At the 2018 Spring Primary, Commission staff received inquiries from local election officials and voters who believed they should be on the poll book and were not. WEC staff researched each situation that was reported to our office and determined that many of these voter records were deactivated for reasons other than the ERIC mailing delivered last November. A small number of voters were identified who received the ERIC postcard but did not move. These cases are being investigated by both ERIC and the Wisconsin DMV. To avoid similar issues at the April election, Commission staff recommended special procedures to be used for this election. On Friday, March 2, the Elections Commission approved these special procedures.

Special Procedures for 2018 Spring Election

This memorandum outlines a two-step process to identify and re-activate voter registrations which may have been incorrectly deactivated as part of the ERIC process. The first step is optional but the second step is a mandatory addition to the polling place process.

Step 1: Review voters who received an ERIC postcard and were deactivated

Many clerks have asked if they can review voters in their municipality who received an ERIC postcard and were deactivated, to proactively identify voters who did not move. If a municipal clerk has reliable information that the voter did not move (such as local tax or utility data, etc.), the voter record in WisVote can be re-activated by the clerk. If the postcard address appears to have a typographical error, the clerk should correct the address on the voter's record in WisVote and contact WEC staff to see if that change resolves the voter's issue.

This type of research is **optional**. Many municipalities may not have the staffing or resources to do this type of research, or the number of voters on the list may be prohibitive. This step is being made available to clerks who would like to remedy these issues before Election Day, as many municipalities may have only a few voters in this category.

A new view titled “ERIC Deactivated Clerk Review” has been added to the Mailings tile in WisVote for clerks who want to review these voters. The view will display all of the voters who received ERIC postcards and whose registrations were deactivated for a given municipality. The view will automatically filter out any voters who re-registered or changed jurisdictions since the postcards were mailed, as well as voters who were deactivated for reasons such as felonies or being deceased. The view will display the address the postcard was mailed to as well as the voter’s current home address. This information will make it easier for clerks to identify voters who have a different address in WisVote now than they had before (as this may mean the voter was deactivated for a reason other than the ERIC postcard). **Instructions for how to access this view are attached to this communication.**

Step 2: Supplemental ERIC Poll List Reports

Commission staff will be preparing a special supplemental ERIC poll list report for each municipality that will list all the voters who received an ERIC postcard and were deactivated and have not re-registered or changed jurisdictions since the postcards were sent.

If a voter appears at the polling place and is not on the poll book, but believes they should be, election inspectors will need to reference the special supplemental ERIC poll list report. If the voter appears on that report, the voter should be allowed to vote at the address appearing on the report without re-registering. A space for the voter number will be provided on the supplemental ERIC poll list report, as well as a place for the voter to sign, affirming that they live at the address that appears on the report.

If the voter states an address that is different than the address listed on the supplemental ERIC poll list report, the voter must re-register. If the voter does not appear on the report, they may have been removed for a reason other than ERIC. These voters should re-register and clerks should contact WEC staff to identify why this voter was not listed on either the poll list or the supplemental ERIC poll list report.

WEC staff will issue a subsequent clerk communication with instructions on how the report will be distributed, how to record votes for voters on the supplemental ERIC poll list report, and how to report those voters to WEC staff. In the meantime, we wanted to advise you of these new procedures so that initial steps can be taken and you can plan to educate election inspectors regarding the polling place procedures.

For additional background regarding the ERIC mailings to individuals who appeared to have moved within Wisconsin, please see these previous communications:

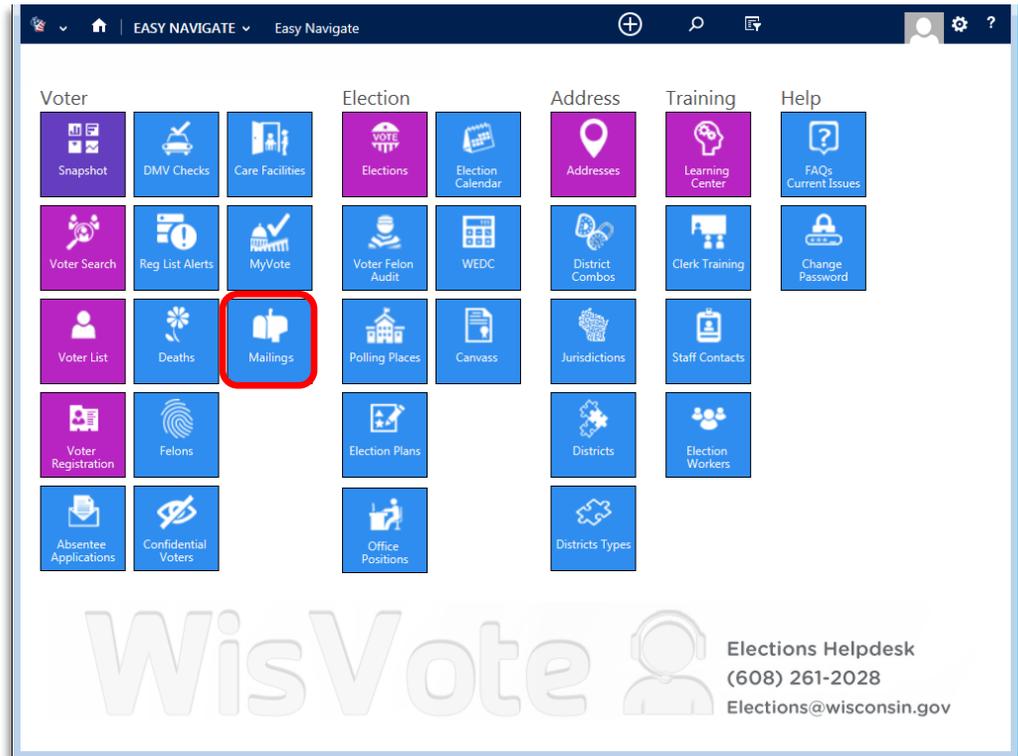
[March 1, 2018: March 2, 2018 Special Commission Meeting Proposed Voter List Change for Spring Election](#)
[December 15, 2017: 2017 Electronic Registration Information Center \(ERIC\) Movers Postcards Deadline](#)
[November 16, 2017: FAQs Posted for ERIC Movers Postcards](#)
[November 7, 2017: ERIC Mover Postcards - Processing Instructions](#)
[October 30, 2017 - ERIC List Maintenance Mailing to Voters Who Have Moved](#)

Please contact the WEC Help Desk for assistance at 608-261-2028 or elections@wi.gov.

Accessing the ERIC Deactivated Clerk Review view in WisVote

This view has been created to allow for the quick review of all voters who received an ERIC postcard and were deactivated. If there is reliable information a voter on this list has not moved, the voter record can be reviewed for reactivation.

From the Easy Navigate menu, click Mailings



The ERIC Deactivated Clerk View is the default view

SCAN RESPONSE RUN REPORT EXPORT TO EXCEL CHART PANE

ERIC Deactivated Clerk Review

✓	Voter Reg Num (...)	Name ↑	Postcard Address	Home Address (Voter)	Response Type	Status (Voter)	Voter Status Rea.
	0019752015	Baron, Sandra Jean	P1395 COUNTY ROAD Y BIRNAMWO...	P1395 COUNTY ROAD Y, BIRNAMW...		Inactive	Moved
	0019752016	Baron, Winfred Michael	P1395 COUNTY ROAD Y BIRNAMWO...	P1395 COUNTY ROAD Y, BIRNAMW...		Inactive	Moved
	0714982580	Bauch, Cristin Mary Ann	P4746 COUNTY RD N BIRNAMWOO...	P4746 COUNTY RD N, BIRNAMWOO...		Inactive	Moved
	0717422020	Coates, Dorene	P2048 N POLE RD BIRNAMWOOD W...	P2048 N POLE RD, BIRNAMWOOD, ...	Undeliverable	Inactive	Moved
	0713166130	Higginbotham, Jacob Daniel	P4225 PINE VIEW RD BIRNAMWOOD...	P4195 PINE VIEW RD, BIRNAMWOO...	Undeliverable	Inactive	Moved

This list is sorted alphabetically (A-Z) and you can compare the postcard address against the voter's current home address to verify if there have been any changes.

The **Voter Status Reason** field is visible and can help to determine if a voter was deactivated for a reason unrelated to an ERIC postcard. The list can also be filtered or exported  to assist with any review.

To access the voter record, first click a **Name** to open the mailing record.

SCAN RESPONSE						
RUN REPORT						
EXPORT TO EXCEL						
CHART PANE						
ERIC Deactivated Clerk Review						
✓	Voter Reg Num (...)	Name ↑	Postcard Address	Home Address (Voter)	Response Type	Status (Voter)
	0019752015	Baron, Sandra Jean	P1395 COUNTY ROAD Y BIRNAMWO...	P1395 COUNTY ROAD Y, BIRNAMW...		Inactive
	0019752016	Baron, Winfred Michael	P1395 COUNTY ROAD Y BIRNAMWO...	P1395 COUNTY ROAD Y, BIRNAMW...		Inactive
	0714982580	Bauch, Cristin Mary Ann	P4746 COUNTY RD N BIRNAMWOO...	P4746 COUNTY RD N, BIRNAMWOO...		Inactive
	0717422020	Coates, Dorene	P2048 N POLE RD BIRNAMWOOD W...	P2048 N POLE RD, BIRNAMWOOD, ...	Undeliverable	Inactive
	0713166130	Higginbotham, Jacob Daniel	P4225 PINE VIEW RD BIRNAMWOOD...	P4195 PINE VIEW RD, BIRNAMWOO...	Undeliverable	Inactive

Once the mailing record has been opened, click the name in the **Voter** field to open the voter's record

MAILINGS : INFORMATION

Baron, Winfred Michael

General

MailingId*  1000172487

Post Card Address  P1395 COUNTY ROAD Y BIRNAMWOOD WI 54414-9426

Year  2017

Sent Date  11/6/2017

Mailing Type  ERIC In State

Voter  Baron, Winfred Michael

Owner*   TOWN OF PLOVER - MARATHON COUNTY

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:
February 27, 2018

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

Statement on NBC News Story about Election Cyber Security

MADISON, Wis. – The Wisconsin Elections Commission issued the following statement to NBC Nightly News more than a week prior to their story Tuesday about cyber security:

The Wisconsin Elections Commission has never detected a successful hacking attempt on its systems, nor has it ever been notified of one by the Department of Homeland Security or any other state or federal agency. We are not aware of any new Russian targeting of Wisconsin systems beyond the scanning attempts from 2016 we reported in September 2017 as soon as we were notified by DHS: <http://elections.wi.gov/node/5265>.

The State of Wisconsin’s online systems, including elections, are well-protected by the state’s Division of Enterprise Technology, which routinely deals with approximately 9 million scanning attempts annually from all over the world. The Commission is continuing to implement its election security plan in coordination with its security partners including DET and DHS.

“Wisconsin’s voter registration system and voting systems are secure,” said Michael Haas, Wisconsin’s chief election official.

“In response to NBC’s questions, we double-checked with Homeland Security and our other cyber security partners. They have assured us that they are not aware of any other attempts – successful or unsuccessful – to breach Wisconsin’s systems,” Haas said. “We have established a strong, positive relationship with Homeland Security, and have seen no reason to doubt their assurances about the integrity of our systems.”

###

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.

WISCONSIN ELECTIONS COMMISSION

212 EAST WASHINGTON AVENUE, 3RD FLOOR
POST OFFICE BOX 7984
MADISON, WI 53707-7984
(608) 261-2028
ELECTIONS@WI.GOV
ELECTIONS.WI.GOV



COMMISSIONERS

BEVERLY R. GILL
JULIE M. GLANCEY
ANN S. JACOBS
JODI JENSEN
DEAN KNUDSON
MARK L. THOMSEN, CHAIR

ADMINISTRATOR MICHAEL HAAS

DATE: February 19, 2018

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

FROM: Michael Haas
Interim Administrator

SUBJECT: Weather-Related Issues and the Spring Primary

In advance of the February 20, 2018 Spring Primary, we have received many questions about how inclement weather may impact the administration of the election. We are aware of a significant weather-related event that may impact many communities and make it difficult to conduct the election tomorrow. This communication outlines some of the questions we have been receiving and provides guidance on the preparations that should be made in advance of tomorrow to ensure that all polling places in Wisconsin will be open and capable of serving voters. In addition, we would also like to refer clerks to the [Contingency Planning and Election System Security report](#) that was issued in 2016.

- **Question:** Can an election be postponed or rescheduled?
Answer: The Commission cannot postpone or reschedule an election due to a potential weather-related event. The only possible way an election could be postponed or rescheduled would be if the Governor “determines that an emergency resulting from a disaster or the imminent threat of a disaster exists.” If an emergency is then declared, the Governor could issue an executive order if “necessary for the security of persons and property.” The Commission is not aware of any instance where the Governor has issued a weather-related Executive Order that impacted Election Day.
- **Question:** Will the Spring Primary be rescheduled?
Answer: The Commission cannot reschedule the Spring Primary. Election dates are determined by Wisconsin state law and local elections officials should proceed with their preparations for Election Day in anticipation that the election will be held as scheduled.
- **Question:** What if we cannot get the polls open on time at 7:00 a.m.?
Answer: All polling locations are required to open at 7:00 a.m. In very rare circumstances, a polling place’s hours could be extended by order of a judge if it is determined that voters did not have proper access to the polls during the regular voting hours. Local clerks should be in contact with their municipal attorney if an issue arises that does not allow for the timely opening of polls on Election Day or if it becomes necessary to petition the court for extended

voting hours. Local clerks should also notify the WEC if they believe an extension of time for a polling location is necessary or if they need assistance with drafting requests.

- **Question:** What if my election inspectors cannot make it to the polling place for Election Day?
Answer: You are required to have at least three election inspectors at each polling place during voting hours. This number should include one certified chief election inspector. It may be necessary to use emergency appointments to meet your election inspector requirements on Election Day.
- **Question:** What is the process for emergency appointment of election inspectors?
Answer: The municipal clerk has the authority to fill vacancies by temporary appointment. They can simply issue an appointment letter that describes the circumstances that require the appointment and have each emergency appointee sign the oath.
- **Question:** Can we close a polling place either entirely or early on Election Day due to the threat of inclement weather?
Answer: No, voting hours are set by state law and all polling places are required to be open from 7:00 a.m. until 8:00 p.m. No polling places should be closed early and municipalities should work with their public works resources to create an adequate snow and ice removal plan for Election Day.
- **Question:** What do we do if we lose power at a polling place?
Answer: Each municipality should have a contingency plan that accounts for situations such as a power loss at one or more polling places. Optical scan voting equipment includes a battery backup that allows the equipment to operate without direct access to power. Each system has features that regularly save election data so that it can be recovered in the event of a power loss or equipment malfunction. Optical scan ballots may also be hand-counted after the polls close if there are issues that impact the ability to use the voting equipment to tabulate election results.
- **Question:** How do we transmit election results without power?
Answer: Your contingency plan should include procedures on how to transmit election results to the county in the event of a power failure. The Canvass Reporting System has call in sheets available for use if a power outage does not allow for the electronic transmission of results. In addition, optical scan tabulators include a battery backup that allows the equipment to operate and transmit results without direct access to power.
- **Question:** What resources are available to assist with weather-related issues on Election Day?
- **Answer:** Local election officials should consult with local law enforcement who may be able to provide transportation to and from the polling place for election inspectors. Local and county public works departments may also be able to assist with snow and ice removal at polling places.

Thank you for your diligence and dedication to administering elections in Wisconsin. We know that the expected inclement weather will be a challenge for many municipalities and we would be happy to assist with any questions that you may have. WEC staff will be available from 6:00 a.m. until 11:00 p.m. on Election Day to answer questions and assist with any election-related issues. If you have questions, or if staff can be of assistance, please contact the Help Desk at 608-261-2028 or elections@wi.gov.

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. An election inspector can be a qualified elector of the county for the polling place in which they work on Election Day. T/F**
- 3. 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: T/F**
 - 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
- 4. Any duties performed by two election inspectors must include inspectors from different parties if the parties submitted lists. T/F**

Section 2 of 6: Pre-Election Preparations

- 5. 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
- 6. All polling places should have a current copy of the Election Day Manual. T/F**
- 7. All polling places must be equipped with at least one accessible voting equipment component for each election. T/F**

Section 3 of 6: Electors

8. A qualified elector:

- a. Is a U.S. citizen
- b. Is age 18 or older on or before Election Day
- c. Has resided in the election district or ward at least 10 consecutive days, with no present intent to move, before the election
- d. Has not placed a bet or wager on the outcome of the election.
- e. Has not been convicted of a felony, the sentence for which has not been completed.
- f. All of the above

9. Proof of residence documents must list the voter's complete name and address. T/F

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

11. A person convicted of a felony can vote if he or she has completed the terms of his or her sentence, including probation or parole, if any. T/F

12. A person who has moved away can vote in their former municipality if:

- a. They have intent to return.
- b. They haven't registered to vote in another municipality.
- c. They can't meet the residency requirement of their new municipality.
- d. All of the above

13. A voter must list their Wisconsin Driver License or State-Issued ID Card number on the voter registration application if it is unexpired. T/F

14. A voter may provide the last four digits of their social security number instead of their unexpired Wisconsin driver license number if they don't have it with them. T/F

15. A voter can spoil a ballot and vote up to how many ballots?

- a. None
- b. Two
- c. Three

16. Put the following steps of the voting process in order, 1 – 5:

- _____ Voter signs the poll list
- _____ Voter states name and address
- _____ Voter is given a ballot
- _____ Voter shows inspectors photo ID
- _____ Voter is assigned a voter number

17. Which of the following are valid forms of proof of residence if they list the voter's full name and address? T/F

- 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. Mail forwarded by the post office with a yellow new address sticker attached
- l. Letter from the Mexican Consulate

18. Rate the following statements about proof of residence: T/F

- a. Acceptable proof of residence must contain the voter's current name and residential address.
- b. Acceptable proof of residence must indicate whether a voter has resided at the address listed for at least 10 consecutive days.
- c. Acceptable proof of residence must have an associated account number, such as a bank account number.
- d. Proof of residence can be provided using an electronic device such as a smart phone.
- e. There are some documents that can be used as both proof of residence and photo ID.

19. Confidential voters have to provide proof of identification if they vote in-person. T/F

20. Provisional Voting is used in which of the following situations? T/F

- a. When the voter is in the wrong polling place
- b. When the voter is unable or unwilling to provide their unexpired Wisconsin Driver License number or state-issued ID Card number when registering to vote on Election Day
- c. When the voter can't provide proof of residence
- d. When the voter is unable or unwilling to provide proof of identification
- e. When the voter is marked "POR REQUIRED" on the poll list and is unable to provide proof of residence

Section 4 of 6: Election Day Issues

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

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

22. Observers must do which of the following in order to observe voting at the polls on Election Day?

- a. Sign the observer Log
- b. Provide photo identification
- c. Wear an observer badge
- d. Remain in the designated observer area
- e. Direct questions to the chief inspector
- f. All of the above

23. The chief inspector or municipal clerk can close a polling place early in a weather emergency. T/F

24. When can a candidate on the ballot be an observer?

- a. At any time
- b. During voting hours
- c. After the polls close
- d. Never

25. 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

Section 5 of 6: Ballots

26. 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

27. Which of the following are reasons to reject an absentee ballot? T/F

- 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

28. 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

29. What methods can election inspectors use to ensure the smooth reconciliation of both poll books once the polls have closed?

- a. Compare the first and last numbers on each page
- b. Compare notations besides the names of voters to determine if they match
- c. Circle the last voter number on both lists in red.
- d. All of the above

30. Only election inspectors still working at the polls when it closes should sign the completed certificate on the Inspectors' Statement. T/F

Chief Inspector Self-Evaluation Answer Key

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

Answer: d

2. An election inspector can be a qualified elector of the county for the polling place in which they work on Election Day. T/F

Answer: T

3. 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: T/F

- 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

Answer: F, T, F, F, T, T, F

4. Any duties performed by two election inspectors must include inspectors from different parties if the parties submitted lists by the November 30 deadline. T/F

Answer: T

Section 2 of 6: Pre-Election Preparations

5. 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

Answer: d

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

Answer: T

7. All polling places must be equipped with at least one accessible voting equipment component for each election. T/F

Answer: T

Section 3 of 6: Electors

8. A qualified elector:

- a. Is a U.S. citizen
- b. Is age 18 or older on or before Election Day
- c. Has resided in the election district or ward at least 10 consecutive days, with no present intent to move, before the election
- d. Has not placed a bet or wager on the outcome of the election.
- e. Has not been convicted of a felony, the sentence for which has not been completed.
- f. All of the above

Answer: f

9. Proof of residence documents must list the voter's complete name and address. T/F

Answer: T

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

Answer: F

11. A person convicted of a felony can vote if he or she has completed the terms of his or her sentence, including probation or parole, if any. T/F

Answer: T

12. A person who has moved away can vote in their former municipality if:

- a. They have intent to return.
- b. They haven't registered to vote in another municipality.
- c. They can't meet the residency requirement of their new municipality.
- d. All of the above

Answer: d

13. A voter must list their Wisconsin Driver License or State-Issued ID Card number on the voter registration application if it is unexpired. T/F

Answer: T

14. A voter may provide the last four digits of their social security number instead of their unexpired Wisconsin driver license number if they don't have it with them. T/F

Answer: F

15. A voter can spoil a ballot and vote up to how many ballots?

- a. None
- b. Two
- c. Three

Answer: c

16. Put the following steps of the voting process in order, 1 – 5:

- _____ Voter signs the poll list
- _____ Voter states name and address
- _____ Voter is given a ballot
- _____ Voter shows inspectors photo ID
- _____ Voter is assigned a voter number

Answer: 3, 1, 5, 2, 4

17. Which of the following are valid forms of proof of residence if they list the voter's full name and address? T/F

- 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. Mail forwarded by the post office with a yellow new address sticker attached
- l. Letter from the Mexican Consulate

Answer: T, T, F, F, T, F, F, T, T, T, F, T

18. Rate the following statements about proof of residence: T/F

- a. Acceptable proof of residence must contain the voter's current name and residential address.
- b. Acceptable proof of residence must indicate whether a voter has resided at the address listed for at least 10 consecutive days.
- c. Acceptable proof of residence must have an associated account number, such as a bank account number.
- d. Proof of residence can be provided using an electronic device such as a smart phone.
- e. There are some documents that can be used as both proof of residence and photo ID.

Answer: T, F, F, T, T

19. Confidential voters have to provide proof of identification if they vote in-person. T/F

Answer: f

20. Provisional Voting is used in which of the following situations? T/F

- a. When the voter is in the wrong polling place
- b. When the voter is unable or unwilling to provide their unexpired Wisconsin Driver License number or state-issued ID Card number
- c. When the voter can't provide proof of residence
- d. When the voter is unable or unwilling to provide proof of identification
- e. When the voter is marked "POR REQUIRED" on the poll list and is unable to provide proof of residence

Answer: F, T, F, T, T

Section 4 of 6: Election Day Issues

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

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

Answer: b

22. Observers must do which of the following in order to observe voting at the polls on Election Day?

- a. Sign the observer Log
- b. Provide photo identification
- c. Wear an observer badge
- d. Remain in the designated observer area
- e. Direct questions to the chief inspector
- f. All of the above

Answer: f

23. The chief inspector or municipal clerk can close a polling place early in a weather emergency. T/F

Answer: F

24. When can a candidate on the ballot be an observer?

- a. At any time
- b. During voting hours
- c. After the polls close
- d. Never

Answer: c

25. 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 for election inspectors to hand to a voter who asks if there are any

Answer: d

Section 5 of 6: Ballots

26. 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

Answer: c

27. Which of the following are reasons to reject an absentee ballot? T/F

- 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

Answer: T, T, F, T, F

Section 6 of 6: Documentation

28. 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

Answer: d

29. What methods can election inspectors use to ensure the smooth reconciliation of both poll books once the polls have closed?

- a. Compare the first and last numbers on each page
- b. Compare notations besides the names of voters to determine if they match
- c. Circle the last voter number on both lists in red.
- d. All of the above

Answer: d

30. Only election inspectors still working at the polls when it closes should sign the completed certificate on the Inspectors' Statement. T/F

Answer: F