


**Wisconsin Elections
Commission**
Recount Planning Webinar for
the Presidential Election
November 30, 2016


Agenda

<ul style="list-style-type: none">▶ Convene Meeting▶ General Remarks▶ Litigation▶ Timeline▶ County Boards of Canvassers▶ Election Observer Rules	<ul style="list-style-type: none">▶ Minutes/Cost Tracking▶ Nightly Reporting▶ Recount Resources▶ Recount Process▶ Question/Next Steps
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▶ **General Remarks**
▶ **Litigation**
▶ **Timeline for the Recount**

- Begins December 1, 2016, 9:00 a.m.
- Ends December 12, 2016, 8:00 p.m.

▶ **Members/Alt Member of Board of Canvassers**
▶ **Election Observer Rules**

Minutes and Cost Tracking

- ▶ The recount minutes are delivered to the WEC upon completion of the recount, with copies provided to the candidates' representatives.
- ▶ Clerks should track all actual and reasonable costs associated with the recount in order to provide a reimbursement request.
 - Reimbursement process

Nightly Reporting

- ▶ The county clerk is required to provide an email communication nightly to the WEC listing the reporting units and tally of votes counted for the day.
 - A spreadsheet template will be provided

Recount Resources

- ▶ Recount email box: recounts@wi.gov
- ▶ Recount Manual: <http://elections.wi.gov/manuals/recount>
- ▶ Supplies and Checklists

Recount Process and Procedures 

- ▶ Reconcile Poll Lists
- ▶ Review Absentee Ballots and Materials
 - Review used absentee ballot certificate envelopes
 - Set-aside any defective absentee envelopes
 - Review rejected absentee ballots
 - Examine defective absentee ballot envelopes

Discrepancies in Absentee Ballot Totals 

- ▶ If the number of absentee ballots cast does not match the number of absentee ballot certificates:
 - Examine absentee applications
 - If unable to reconcile absentee ballot numbers, document as irregularities in minutes

Recount Process and Procedures (con't) 

- ▶ Examine and Open Ballot Bag or Container
- ▶ Determine the Number of Ballots
 - Count the ballots
 - Determine number of absentee ballots cast using absentee ballot log and compare that number with number of absentee certificates
 - Separate Probable Absentee Ballots
 - Potential drawdown
 - Reconcile the Number of Ballots/Number of Voters

Recount Process and Procedures (con't) 

- ▶ Review Provisional Ballots
- ▶ Count the Votes
 - Hand Count
 - Optical Scan
 - Direct Record Electronic (DRE)

Recount Process and Procedures (con't) 

- ▶ Secure Original Materials
- ▶ Enter New Election Results into Canvass Reporting System
- ▶ Verify the Recount Result Set
- ▶ Print and Sign the Certification Report
- ▶ Transmit the Report and Minutes to the WEC: gabcavass@wi.gov

- ▶ **Questions and Next Steps**
- ▶ **Adjourn**


