

What Steps is your municipality taking to keep voters, poll workers and staff safe during the Spring Election? (Responses from a survey of municipal clerks conducted by the League of Wisconsin Municipalities the week of 3/23-3/27)

Force Physical Distancing

- Establish separate entrance and exit for voters.
- EMT/Paramedics stationed at the entrance making sure voters are sanitizing hand and stay at the required social distance.
- Have line monitors inside and outside to control the flow and limit number of voters entering the building at one time. Also, reduce non-voters at the polling place (no family members, friends, accompanying voters).
- Using "take a number" system on election day. Voters will be allowed to sit in properly spaced chairs to limit long lines and keep the lines at 6-ft spacing. Voters will be handed a number when they enter the polling place and then can sit until their number is called and then they can proceed to the poll book.
- Have crowd control performed by Police Dept. to space voters in line outside 6' apart
- If the weather is good we will have an outdoor election on Tuesday April 7th.
- Posting a questionnaire on door to make sure all entering are feeling well.
- Using magnifier screen for voter id - poll workers won't have to touch ID's.
- Using MagnaScreen which is a magnifying glass on a screen. Poll workers won't have to touch a photo ID. Voters can just hold it up under the screen for the poll workers to see from a 6 foot distance.
- Purchased magnifying glass holders to place driver's license under so that the poll workers don't have to touch DL
- Using iPads to inspect photo ID's - the iPads will be placed on the table with the camera activated and the voter will need to hold their ID up to the camera.
- Our poll workers will not be touching the ID. We are asking voter to hold out and state the expiration date listed on the ID.
- Voters will place their ID in a baggie held by worker for the worker to review. Worker will give voter ID back to voter in baggie.
- We plan to have poll workers use a broom or other long pole like contraption to slide the poll books towards voters across a double or an extended table.
- Separating election officials from each other. Placing the poll workers on each end of 6 foot tables instead of sitting next to each other.
- Using tape to mark off 6-foot increments on the floor to keep voters separated.
- Spreading voting booths apart
- Separate voter registration from the rest of the Election Officials. Moving voter registration to an outside tent.
- We plan to run curbside voting using healthy curbside "runners" back and forth to the tents that have the ballot tables, poll books and DS-200 tabulator. People who need to register will park in a separate bay and registration agents will manage the voter all the way through from registration to voting the ballot.
- We are changing voting procedures to include a drive-thru process and providing our workers with protective equipment for minimal exposure.
- We are making modification to Village Hall, which has two doors going to the parking lot to serve as (drive-up window) we are building door inserts that will have a window with a pass through so a ballot can be given to them all while they remain on the outside. We will be

using Badger Books and printing the voter number which we will have them sign in place of the badger book and will then enter that number in the signature line. They will then proceed to a tent area and vote their ballot and walk to the second door (drive-up window) hand the ballot to a poll worker that will place the ballot in the tabulator. (please understand that the ballot will be in a file folder and the person can witness the complete process through the window).

- Have public works staff build plexiglass shields surrounding poll workers on 3 sides for interactions with voters. Shields should be 6 inches off the table to allow the movement of IDs, the poll book, and ballots while protecting workers from face-to-face contact.
- Ask any voter exhibiting signs or symptoms of illness to exit and vote curbside from his/her car.
- Reduce shared work stations - Election Officials will not rotate jobs, but remain at same station throughout the day.
- A large Community Room will be provided for voters needing to fill out registration forms, if necessary, so they are not at the table with the workers any longer than necessary.
- No "I VOTED" stickers will be distributed this election.
- Use signage to indicate need for separation.
- We have decided to transition to a single point election site and are taking steps to make the polling location as safe as possible for the public and for the poll workers. This will include setting up tents outside for spacing purposes and managing how many are allowed within the building at any one time. We have strongly encouraged mail only absentee voting, and we have made in-person absentee voting permitted only by appointment.
- At each of the City's 66 polling locations, curbside registration and voting will be possible and is encouraged for voters with underlying health conditions, recent symptoms of a cold or illness, or exposure to somebody with symptoms of a cold or illness. Curbside voters will not need to sign poll books, and the team of poll workers interacting with the voter will wear plastic face shields.
- Inside polling locations, large Plexiglas shields will be placed between poll workers and voters. Voters will show their IDs through the shields, and poll books will be slid under the shield for signatures. Voters are encouraged to bring their own blue or black ballpoint pens.
- Poll workers will also be asked a series of questions to determine whether they can work on Election Day. All poll workers will have access to gloves, and each polling place will have disinfectant spray, wipes, and hand sanitizer. Painters tape will be used on the floor to mark 6' distances between voters, and all poll workers will be stationed at least 6' apart from one another.

Increase Hygiene

- Provide hand washing stations for voters to use upon entering and leaving.
- Route voters to wash hands once entering building before going to poll book.
- Set up hand sanitizer stations at entrance and exit.
- Provide all poll workers with gloves and masks.
- Provide each voter with disposable gloves.
- Disallow eating in the polling place.
- Give each voter a sanitizing wipe upon entry.
- Installing automatic hand sanitizer dispensers at all doors into City Hall
- No pot luck food brought in by workers. City will provide (and pay for) individually wrapped lunch and dinner items and single serve snack items. Workers must wash hands each time they enter polling site and before they return to their workstation after a break.

Sanitizing equipment, pens, door handles, and room

- Provide a thorough sanitation with an ion sprayer the evening before with all election material set up.
- Using an ozone machine to clear the room of any issues before and after the election day.
- Implementing hourly cleaning of poll booths and equipment.
- Each voter will receive a brand-new pen taken from a new boxes purchased (Bic stick pens) by a gloved election worker. Voter will use the pen to sign the poll book and paper vote (if chosen). They take the pen with them. A plastic bin will be provided for those that choose not to. Voters opting for the machine will receive one medical grade glove to vote and a bag- lined waste basket will be provided for disposal.
- Each elector will be issued a pen for traditional ballots a disposable rubber finger or stylist for the express votes.
- Using Q-tips for voting on Edge machine, sanitizing pens after each use, sanitize machines in down time (have to shut off, sanitize and wait till dry to turn back on).
- A good supply of Lysol wipes are on hand for poll workers to routinely wipe down voting booths and electronic voting machine.
- Provide door holders so not all voters who enter are opening the doors.
- Prop doors open so that no one is touching them.
- Cleaning voting machines and booths after each use
- Voters will take a clean pen when they enter and then deposit it in a bin for sanitizing when they leave.
- We are using saran wrap on the machine if anyone touches it we can peel it off and attach another sheet.
- Hand sanitizers will be placed at every table.
- Having a person dedicated to each machine as there primary job of cleaning the machine thoroughly after each time it is used.
- Utilize plastic/paper table covers and replace them every hour instead of worrying about cleaning the tables and how well that was done.
- Regularly sanitize materials by wiping down ballot-marking pens, poll-book signing pens, voter registration pens, voting booths, the tabulator, door handles and other frequently touched surfaces, and any plexiglass shields with anti-bacterial wipes.
- Encourage people to bring their own pens.
- Use stylus pens.
- Distribute pencils to voters and have them use eraser side to use on touch screens
- No finger signing on Badger Books - only stylus use. No finger voting on Edge machines - only stylus.
- Using electronic wipes for wiping down the Badger books screens
- 'booths' will be identified with a small sign after each use and then sanitized before made available again for voters to mark paper ballots.
- We are using ICloth for the Express Vote and have Clorox and Alcohol Wipes for other machines and tables.
- Not having people touch the screens, we have stylus type pens to hand out for a one time use, have a 50/50 water and alcohol mixture to wipe down surfaces.
- We are encouraging assisting voters where possible to lower the use of our Express Vote touch screens but will sanitize after each use if necessary. Our DS 200 will be managed by curbside "runners" and voters will not have contact.