



# Managing Poll Workers



# Agenda

Introductions

Appointing

Training

Scheduling

Troubleshooting





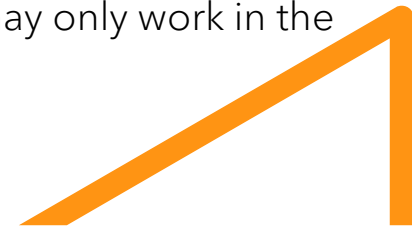
# Appointing Poll Workers

# Poll Worker Qualifications

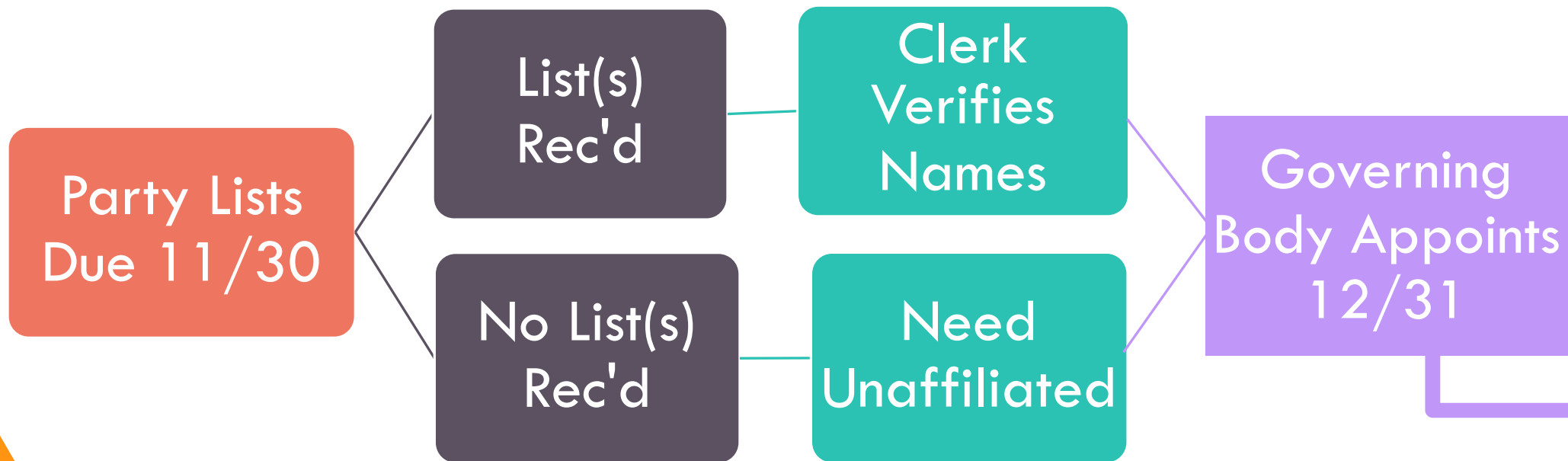


Qualification	All Poll Workers	H.S. Poll Workers*	Chief Inspectors
Elector of the County	X	X (resident, not elector)	X
Elector of the Municipality		X (resident, not elector)	X
Read & Write English	X	X	X
Capable	X	X	X
Have "good understanding"	X	X	X
Not be a candidate to be voted for at the election (ANY office)	X	X	X
May hold public office (except MKE)	X	X	X
≥3.0 GPA or meet school's criteria & parent permission		X	

\*High school poll workers are appointed one election at a time and may only work in the polling place that serves their residence.



# Nominating and Appointing Poll Workers



# Vacancies: When, Who, How to fill them

When is there a vacancy?

- When a poll worker is not available to fill a spot at an election.

Who can be appointed?

- Remaining names on political party lists
- Up to two clerks who do not reside in the county.
- Qualified unaffiliated individuals if no remaining party lists

How are vacancies filled?

- Municipal clerk appointment.
- Temporary vacancies = temporary appointments
- Permanent vacancies = permanent appointment.



# Vacancies: When, Who, How to fill them

“What if we don’t have enough poll workers generally due to dismissals, people quitting or not getting training, etc.”?

If you received party lists and the vacancies were created by party affiliated nominees, see if the party has additional names.

If the party has no one or they never submitted a list, you will need to find unaffiliated poll workers.





# Training Poll Workers



# Training Requirements

- Chief inspectors must complete Baseline CIT before working their first elections as CI.
  - They must complete six hours total in a certification cycle.
  - They can complete it online (ElectEd) or in person with a WEC-certified trainer.
- Election inspectors, EROs, greeters, and tabulators must complete the training that clerks deem necessary to fulfil their duties.
- Clerks must track and document poll worker (including chiefs) training. They can enroll them on ElectEd, but it is not mandatory.



# Training Resources

Poll Worker Role	Training Hours Req't.	Training Location
Chief Inspector	6 hrs in 2-year term, CIT	Online or in person
Election Inspector	Determined by the clerk	Online or in person
Greeter	Determined by the clerk	Online or in person
Election Reg. Official	Voter Registration Form training	Online or in person
Tabulator	Counting Votes training	Online or in person

## Online

- ElectEd
- Vimeo

## In Person

- Certified trainers
- Clerks & Staff

	Sun 21	Thu 5	Fri 26
Baez, Gabriel	5:00AM-9:30AM		5:00AM-9:30AM
Barnes, Kirsten	5:00AM-10:00AM		5:00PM-9:30PM
Danielson, Josh			All Day
Dewey, Patrick			All Day
Duffy, Josh	All Day		4:45AM-12:00PM

# Scheduling Poll Workers



# Polling Place Numbers & Shifts

Things to keep in mind...

- Always have an odd number (greeters, EROs, tabulators don't count)
- Statute requires 7 per polling place and allows for a municipality to decrease to 5 (Wis. Stat. §7.30(1)(a)).\*
- May offer multiple/split shifts (need resolution from governing body)





# Party Imbalance



There are 4 rules for party imbalance:

1. Only applies if you received a list of poll workers from one or both major political parties





# Party Imbalance



There are 4 rules for party imbalance:

2. The party that received the highest number of votes for their presidential candidate for the reporting units at the polling place, gets one more election official than the other.





# Party Imbalance



There are 4 rules for party imbalance:

3. The allocated numbers do not change even if only one party submitted a list.





# Party Imbalance



There are 4 rules for party imbalance:

4. Do NOT ask poll workers their affiliation. If they weren't on a party list, they are unaffiliated.





# Party Imbalance Exercise 1

How many spots does each party get?

How do you fill the remaining spots?

- Full day shift with 5 poll workers
- Democrat won the last presidential at that polling place
- Republican list has 5 people, no Democrat list was received



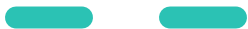
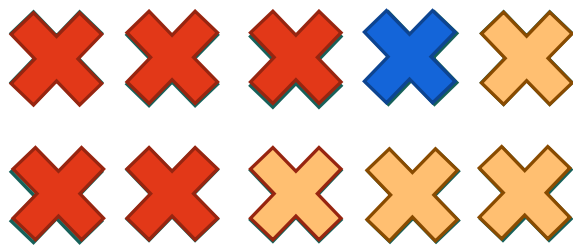


## Party Imbalance Exercise 2

How many spots  
does each party get?

How do you fill the  
remaining spots?

- Split shift with 5 poll workers
- Republican won the last presidential at that polling place
- Republican list has 5 people; Democrat list has 1





# Party Imbalance Exercise 3

How many spots does each party get?

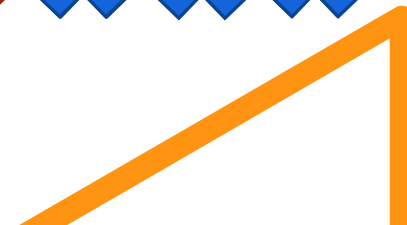
How do you fill the remaining spots?

- Full shift with 7 poll workers at polling place A and 5 at B
- Republican won the last presidential at polling place A & Democrat won at B
- Republican list has 6 people; Democrat list has 8

Polling Place A: Republican won



Polling Place B: Democrat won



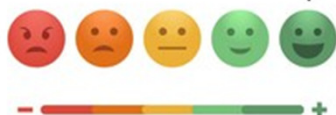
A man and a woman in business attire are seated at a wooden table, looking at each other. The man is on the left, wearing a blue and white checkered shirt. The woman is on the right, wearing a dark blue blazer. They are both looking towards the center of the frame. On the table in front of them are several documents, including one with a line graph. A large white circle is overlaid on the image, containing the text "Managing Difficult Situations".

# Managing Difficult Situations



# How to handle conflicts with poll workers

DE-ESCALATE



De-escalate the situation.

- Does it have to be handled immediately? Can it wait until later?
- What can be done to bring "the temperature down", if needed?
- Can it be handled in that space or does it need to be moved elsewhere?



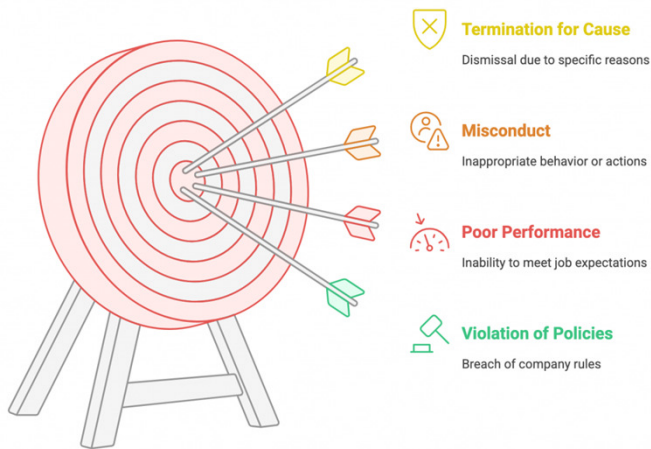
# How to handle conflicts with poll workers

Discuss the issue with the poll worker

- Explain why their performance is inadequate.
- Listen to their arguments.



# How to handle conflicts with poll workers



If necessary, you may dismiss a poll worker for cause.

- Document everything
  - Talk to other poll workers if necessary.
- Consult with your municipal attorney.



# Case Study 1

Poll worker capability

# Case Study 2

The questioner





# Case Study 3

Appearance of Electioneering





# Dismissing for cause & Disqualifiers

- Wis. Stat. § 7.15(1)(f)
  - "Discharge election officials for improper conduct or willful neglect of duties."
- Wis. Stat. § 7.25(5)
  - "Any person who does not understand the machines [voting equipment] shall not be paid nor be allowed to serve."





# Dismissing for cause & Disqualifiers

- Wis. Stat. § 7.30(6)(c)
    - "If any election official appointed under this section lacks the qualifications set forth in this section, fails to attend training sessions required under s. 7.15 (1) (e) unless excused therefrom, is guilty of neglecting his or her official duties or commits official misconduct, the municipal clerk or board of election commissioners shall summarily remove the official from office and the vacancy shall be filled under sub. (2) (b)."
- 
- 



# Tell Your Story

What situations have you run into?



Thank you

Wisconsin Elections  
Commission

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Jose Luis Enriquez

Erin Hoag

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