

Last Minute Reminders!

Election Judges...here are some last minute reminders and tips for Election Day! It has been a year of changes so our staff truly appreciate your flexibility as we not only journey through running an election during a pandemic, but as we embrace new staff and a major change in staff within our office! And to think...in just a week we will have two out of our three elections for 2020 in the history books!

Also just a reminder if you have not turned in your completed 2020 Nobles County Election Judge Training Certification Form to your city/township clerk, please do so ASAP! We need to make a certificate for each judge to have in the supply tote, so clerks please be sure to scan or copy the forms and get them to our office by noon, Friday, August 7th.

Impact of the Governor's Face Covering Executive Order on voting in MN: This has probably been one of the questions we have gotten the most...and yes, face masks do apply to the polling place. Our guidance from the Secretary of State's (SOS) Office reads as follows: "The only individuals specifically exempted in the executive order from wearing a face covering in a polling place setting are children five years and under and "individuals with a medical condition, mental health condition, or disability that makes it unreasonable for the individual to maintain a face covering." – so yes, face masks are required. Here is the guidance that we are ALL to use for those who enter the polling place without a mask:

1. Inform voters of the Governor's facial covering mandate: If a person enters the polling place without a face covering, an election judge or sergeant at arms should ask the individual to put on one of the disposable masks provided in the polling place and explain that face coverings are required to be worn in the polling place under the Governor's executive order. If the voter complies and puts on a mask or face covering, you do not need to do anything else.
2. Encourage the use of curbside voting: If the individual refuses to wear the face covering, including for health or disability reasons, ask them if they would vote using the curbside voting procedures outside. If the voter agrees to use the curbside voting procedures, you do not need to do anything else.
3. If the voter insists on voting in the polling place without a face covering, record any violation of the face covering order but do not prevent the voter from voting if eligible: If the individual refuses to wear the face covering, does not have a health or disability reason preventing them from wearing a face covering, and refuses to use the curbside voting procedures, inform them that under the Governor's executive order state law requires that they wear a face covering inside the polling place. Further inform the voter that, while they will be permitted to vote if otherwise eligible, their **refusal to comply with the state mandate will be recorded and reported to the appropriate authorities (starting with the Nobles County Attorney).** **Record the name and addresses of a voter from the polling place roster in the incident log along with a notation that the voter refused to comply with the facial covering executive order and refused the option of curbside voting.**

******Remember, even if a voter refuses to wear a mask or face covering, you must permit any eligible voter to receive a ballot and vote. When noting this incident in the incident log, have two Election Judges sign the documentation.***

Safety first!

As we know, several other safety measures will be in place this year to keep YOU and our voters as safe as possible. Here are some of the items that we have added to each polling location:

- 1) Each precinct will have four plexi-glass barriers which will likely be used by the Registration/Roster Judges using the poll pads and the Demonstration and Ballot Judges. These are meant to sit on table tops in front of judges who are typically seated though out the day. The smaller barrier has feet that are detached for storage so we will include some big binder clips that you can use to secure the feet to the barrier so they do not get lost.
- 2) Election Judges can wear their own mask or there will be an N95 Mask available in the supply tote. In addition to the N95, there will also be a limited supply of face shields for Election Judges who will not be sitting behind a plexi-glass barrier. A mask is required, but the face shield is optional but highly encouraged as we want to keep our judges as safe as possible...we need you in November too! 😊 Please dispose of used masks – do not put back in with clean masks!
- 3) Voters will each get their own pen to use to mark their ballot. Each precinct will need to assign this task to an election judge – likely the greeter – and inform the voter that they should use this pen for the entire voting process and then deposit it in the clear tote after their ballot has been accepted in the DS200. PLEASE be sure to ask them to use our pens even though they may wish to use their own as gel pens cause issues with the DS200 as gel may not be dry and could leave residue on the rollers inside the DS200. We will reuse these pens in November, so would like to collect most of them, but if a few walk away, no worries.
- 4) Hand sanitizing stations will be available at both the entry and exit of the polling place. Please encourage all voters to use this upon entrance and exit...BUT ask them to make sure that their hands are COMPLETELY dry before they touch their ballot!
- 5) Finger Cots will be provided to put over your finger tips for those who end up counting ballots. These little finger covers will detour you from licking your fingers to get pages apart as the rubber provides the friction necessary to separate ballots. Please throw away any used finger cots.
- 6) Secrecy folders are optional...so please ask the voter if they would like one, but since they are optional, it may be one less thing for a voter to touch, so they may decline. IF they do want a folder, tell them to leave the folder next to the box of pens when they are done voting. We WILL reuse these in November as well.
- 7) Paper Straws are included in the supply tote and should be given to any voter who may need to touch the screen on the DS200 or the Automark. The screens can certainly be touched with fingers as well, but will then need to be cleaned, so it is preferred to give them a paper straw to touch the screen if necessary. Used straws should be disposed. (Paper straws do not work on the poll pad screens.)

Cleaning Supplies:

- 1) Sanitizing spray will be available along with microfiber cleaning cloths to be used throughout the day on all surfaces including tables, voting booths, etc.! Please USE these items while voters are present as we want them to see that we are making their polling place as safe as we possibly can! The microfiber cloths can and should be used when cleaning the plexi-glass barriers, Automarks and poll pads! Please do not use other towels/paper towels, etc. on these surfaces as they will scratch them. A microfiber cloth can be used more than once when used with the disinfectant spray. At the end of the night, please put the dirty ones back in the bags, but don't fold them, that way we will know which ones need to be washed before November!
- 2) Alcohol wipes will be available and should be used on the screens of the DS200's if necessary.

Campaign Materials in the Poll Place:

SOS stated IF a person is wearing an item that has a candidate name or party that is on that ballot for that day in the polling place, they are to be approached and asked to remove or “hide” (turn inside out, cover up with a coat, etc.) the item. It should be done in a respectful way and an explanation that it is an election’s statute. If they continue to refuse, they cannot be held from voting. But, their name and the situation should be noted on the incident log. And they should be told that this is being placed on the incident log. And when the county elections office receives that paperwork, they should refer it onto the county attorney for their decision to further investigate and/or prosecute.

Voter Identification/Proof of Residence:

Just a reminder....Do not ask for a Driver’s License...rather ask the voter for “proof of residency”...such as a current utility bill or an ID that shows their name and address.

Assisting Voters:

For this election, there is no limit to how many voters a person can assist. However, an “agent of the employer” or an “agent of the union” may NOT assist the voter.

Poll Pads:

- 1) Dots have been placed on the poll pads for connections as seen in the training video – so putting them together should be much easier (and even fun) as you just match up the colored dots!
- 2) When registering new voters or updating voters on poll pads, please do not fill in blank fields with “NONE”. Just leave them blank if it does not apply. The State Voter Registration system will reject the registration otherwise.
- 3) When registering new voters or updating voters on poll pads, please include middle initial or name as applicable, include apartment #'s or PO Boxes (there is a prompt).
- 4) Only the registration judge should touch the poll pad. There is no need for the voter to touch the poll pad except in the case where there is a Voucher. The voucher must sign on the poll pad.
- 5) If the voter is providing a Voucher for their registration, look up the Voucher first to both confirm they are already a registered voter and to obtain their voter id.
- 6) The poll pad may be disconnected from the stand and power in order to assist a curbside voter at the polling place. Just remember if they are a NEW voter, two sets of judges are needed – a set to approve the voter registration and another set to deliver the ballot to the voter and process it through the DS200.

Precinct Summary Forms:

A Precinct Summary Statement completion example will be included in binder. As you know, this sheet has been changed to match our new DS200s and we hope that the revisions will make the sheet easier to complete!

White Transfer Case:

Only voted ballots should be returned in white transfer case. Blank ballots are returned in blue tote. Spoiled ballots should be returned in “Spoiled Ballots” manila envelope in blue tote. Please be sure to read the outside of each manila envelope as each one is marked

Thanks! Again, our thanks to each of you for serving as an Election Judge in Nobles County! Our goal is to provide every eligible voter in Nobles County a SAFE and POSITIVE voting experience and YOU are the ones that make that happen! Thank you for your service!

– The Staff at the Auditor-Treasurer’s Office... *Joyce, Cathy and Diane!*