

Welcome!

2020 Blue Earth County Election Judge Training

Rules and Processes: Pandemic Security

Objectives:

*Introduction | Election Judge Roles | Pandemic Guidance
 Pandemic Supplies | Pandemic Protocols | Pandemic FAQs and Resources*

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Welcome!

Training Plan

				
Roles in Elections	Pandemic Guidance	Pandemic Supplies	Pandemic Protocols	Common Questions & Answers
How will Election Judge roles be impacted by COVID-19?	What sort of training will I get?	What will be provided to respond to COVID-19?	What should we be doing in the polling place?	What if I have more questions?
1 min	2 min	1 min	1 min	1 min

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Election Judge Roles and Duties

Roles in Elections

Registration Judge

Tabulator Judge

Demonstration Judge

Ballot Judge

Head Judge

Greeter Judge

Roster Judge

Roster Judge

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Guidance and Protocols

Pandemic Security

Likely to be Ever-Changing
Continue to Follow Current Guidance
 Information include in each training class

Current Guidance

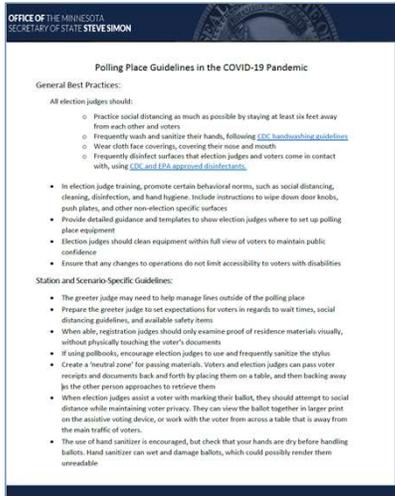
- Personal prevention measures
- Alternative voting options
- Staying home when sick
- Plan to handle a voter with evident symptoms
- Alcohol-based hand sanitizer
- Polling place layout (one-way traffic)
- Face coverings recommended
- Election Day activities
- Signage/messaging
- Encourage 6 ft social distancing
- Barriers can be used
- Cleaning protocols
- Reduce “shared objects” unless cleaned

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Guidance and Protocols

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Polling Place Guidelines in the COVID-19 Pandemic

General Best Practices:

All election judges should:

- Practice social distancing as much as possible by staying at least six feet away from each other and voters.
- Frequently wash and sanitize their hands, following [CDC handwashing guidelines](#).
- Wear cloth face coverings, covering their nose and mouth.
- Frequently disinfect surfaces that election judges and voters come in contact with, using [CDC and EPA approved disinfectants](#).

In election judge training, promote certain behavioral norms, such as social distancing, cleaning, disinfection, and hand hygiene. Include instructions to wipe down floor boots, push plates, and other non-election specific surfaces.

Provide detailed guidance and templates to show election judges where to set up polling place equipment.

Election judges should clean equipment within full view of voters to maintain public confidence.

Ensure that any changes to operations do not limit accessibility to voters with disabilities.

Station and Scenario-Specific Guidelines:

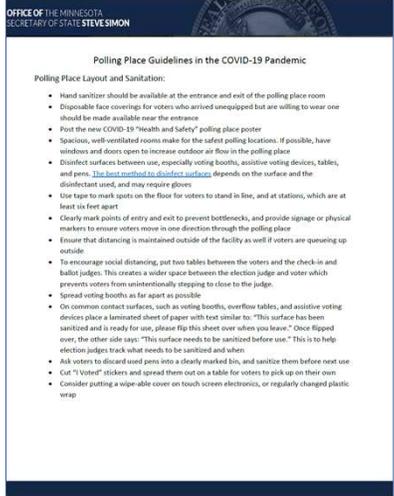
- The greater judge may need to help manage lines outside of the polling place.
- Prepare the greater judge to set expectations for voters in regards to wait times, social distancing guidelines, and available safety items.
- When able, registration judges should only examine proof of residence materials visually, without physically touching the voter's documents.
- If using pollbooks, encourage election judges to use and frequently sanitize the stylus.
- Create a "neutral zone" for passing materials. Voters and election judges can pass voter records and documents back and forth by placing them on a table, and then backing away as the other person approaches to retrieve them.
- When election judges assist a voter with marking their ballot, they should attempt to social distance while maintaining voter privacy. They can view the ballot together in larger print on the assistive voting device, or work with the voter from across a table that is away from the main traffic of voters.
- The use of hand sanitizer is encouraged, but check that your hands are dry before handling ballots. Hand sanitizer can wet and damage ballots, which could possibly render them unreadable.

**Secretary of State
Guidance**

**Provided on
Election Day**

and

**on our website:
becvotes.org
(Election Judge Training)**



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Polling Place Guidelines in the COVID-19 Pandemic

Polling Place Layout and Sanitation:

- Hand sanitizer should be available at the entrance and exit of the polling place room.
- Disposable face coverings for voters who arrived unequipped but are willing to wear one should be made available near the entrance.
- Post the new COVID-19 "Health and Safety" polling place poster.
- Spacious, well-ventilated rooms make for the safest polling locations. If possible, have windows and doors open to increase outdoor air flow in the polling place.
- Disinfect surfaces between uses, especially voting booths, assistive voting devices, tables, and pens. [The best method to disinfect surfaces](#) depends on the surface and the disinfectant used, and may require gloves.
- Use tape to mark spots on the floor for voters to stand in line, and at stations, which are at least six feet apart.
- Clearly mark points of entry and exit to prevent bottlenecks, and provide signage or physical markers to ensure voters move in one direction through the polling place.
- Ensure that distancing is maintained outside of the facility as well if voters are queuing up outside.
- To encourage social distancing, put two tables between the voters and the check-in and ballot judges. This creates a wider space between the election judge and voter which prevents voters from unintentionally stepping too close to the judge.
- Signify voting booths as far apart as possible.
- On common contact surfaces, such as voting booths, overflow tables, and assistive voting devices place a laminated sheet of paper with text similar to: "This surface has been sanitized and is ready for use, please flip this sheet over when you leave." Once flipped over, the other side says: "This surface needs to be sanitized before use." This is to help election judges track what needs to be sanitized and when.
- Ask voters to discard used pens into a clearly marked bin, and sanitize them before next use.
- Get "Voter" stickers and spread them out on a table for voters to pick up on their own.
- Consider putting a wipeable cover on touch screen electronics, or regularly changed plastic wrap.

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Elections During a Pandemic

Pandemic Security



Tools and Equipment

- Face Shields (for Election Judges) – *strongly encouraged, required if no cloth mask*
- Masks (for EJs and limited voters) – *unsure if we can require for voters*
- Disinfectant (spray bottles/towels) – *supplied for various areas of the polling place*
- Hand sanitizer (and dispensers) – *supplied for various areas; watch for spills/ballots*
- Pens (plan to collect/clean) – *will either be wiped down by EJs or after the election*
- Ballot privacy papers – *created with two sheets of recyclable freezer paper*

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Elections During a Pandemic

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Protocols and Strategies

- Prevention and Awareness – *practice good sanitization, look for areas of concern*
- Polling place management – *look for areas of concern: entries/exits, tabulator, etc.*
- Lines and queuing – *six-foot social distancing when possible, emphasize masks when not*
- Cleaning and sanitization – *follow instructions and guidance; when in doubt, clean again*
- Utilizing equipment/technology – *reduce paper hand-offs if possible, reduce movement*
- Ideas/experiences of Election Judges – *let us know of other ideas or suggestions*

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What if I have More Questions?

Frequently Asked Questions

<p>What safety items are being provided?</p> <p>Answer</p> <p>Hand sanitizer, cleaning disinfectant, and cloth masks. Disposable masks for voters who come without one. Face shields, social distancing tools, wipes.</p>	<p>Why not gloves?</p> <p>Answer</p> <p>The Health Dept. has clarified that wearing gloves does little to prevent the spread of the virus. Handwashing and hand sanitizer are best practices.</p>	<p>Will voters be required to wear cloth masks?</p> <p>Answer</p> <p>As of this training, we do not know the answer. It will be dependent on guidance from state and local officials. Watch for more information.</p>
<p>Are Election Judges required to wear face shields?</p> <p>Answer</p> <p>They are strongly encouraged to prevent rubbing of face.</p>	<p>Is curbside voting safer?</p> <p>Answer</p> <p>It could be, if safety protocols (face masks, etc.) are employed.</p>	<p>How will we manage social-distance separated lines?</p> <p>Answer</p> <p>We hope many folks vote early from home and we'll use signs and barriers.</p>

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Pandemic Security Resources

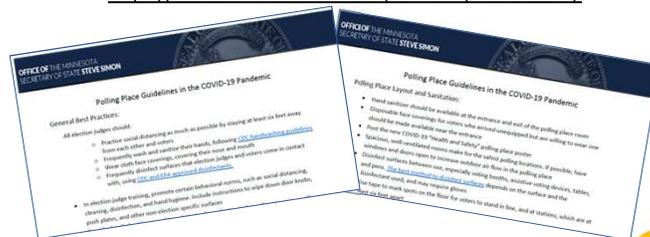
Pandemic Security Resources

Pandemic Security Resources

- County Elections Staff
- County/State Procedures
- Your Head Judge (and other experienced judges)
- Informational Sheets/Signs provided in the polling place
- This presentation/video
- County elections office phone

Online Resources:

- **EAC/Elections Infrastructure (federal level)**
[https://www.eac.gov/sites/default/files/electionofficials/inpersonoting/Health and Safety at the Polling Place 052820.pdf](https://www.eac.gov/sites/default/files/electionofficials/inpersonoting/Health%20and%20Safety%20at%20the%20Polling%20Place%20052820.pdf)
- **CDC Polling Locations (federal level)**
<https://www.cdc.gov/coronavirus/2019-ncov/community/election-polling-locations.html>
- **MDH General Info and Signage (state level)**
<https://www.health.state.mn.us/diseases/coronavirus/>



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Thanks...and here's contact info...

Thank You

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