

February 23, 2016

Election Officer Training

Present: Chairman - Mabel Lewis, Vice Chair - Rene Dolly, Secretary - Lori Webb, and General Registrar - Halle Keyser

Class began at 1000. Halle went through the folder that go in the cases given to each precinct on Election Day. Halle told everyone that she ordered 2,500 Republican and 2,500 Democrat ballots. If any precinct should begin to run out of ballots they should call her immediately so that she can come to the precinct and make sure everyone knows how to operate the Tech Writer to create additional ballots. I asked if it would be possible to take extra ballots from one precinct to a precinct who is running low. Halle said that the ballots are marked specifically for each precinct and can not be sent to another precinct. ***(I will ask about this later.)*** Halle explained to the Election Officers how to use the new sheet she created to calculate the number of votes placed and ballots used. Each precinct was then tasked with filling their Election Day Case with the proper number of each Election Folder.

I suggest that a list of how many of which envelope be given to the groups so that they definitely know what should be in their cases.

Mabel informs me that ballots need to be counted.