Absent Voter Counting Board

Consider the following:

- How many absentee ballots are you expecting to receive?
- High Speed vs. Individual Scanners
- How many workers/election inspectors do you need to hire / train?
- Will you be prepared for a post-election audit(s) / RLA?
Training

✓ Who will be conducting the training? How many session are needed?

- Population of less than 10,000 = County (MCL 168.33)
  Population of 10,000 or more = Local or the County
  - Trainers must attend BOE training school (once every two years) (MCL 168.33)

✓ Impact of COVID-19

- Social Distancing = smaller in-person training sessions
- Virtual / Online Training (Zoom, Google Meet, etc.)

✓ Topics

- Ballot Opening / Processing
- High Speed/Scanning Equipment
- Online Adjudication
- Closing Procedures (Transferring Results/Paper Poll Book)
- Storage of Ballots/Seals
Training Videos

✓ **Videos Currently Available:**

- State of Michigan Bureau of Elections
- Equipment Vendors
- Non-Profit Organizations

✓ **Create Your Own:**

- Purchase training software modules
- Using Power Point
- Using Your Smart Phone
✓ **Use Smaller AVCB Teams:**
  - 3-5 Workers per team

✓ **Have Specialized Workers/Teams in AVCB:**
  - AVCB Supervisors;
  - AVCB Chairperson;
  - Duplicators;
  - Letter Openers

✓ **With projected light turn out in the precinct considered bringing some of your good experience precinct workers into the AVCB.**
Ideal AVCB Work Flow

Red arrow represents flow of ballot being processed.

Green arrow represents an additional flow of ballot, if needed.
Proactive Planning

Quick Tips:

- Utilize Postage machine to Date/Time stamp ballots
- Utilize high speed letter openers
- Utilize color-coding as much as possible

Organization of AV Ballots

- By District/Precinct
- By Date Received
- In bundles of 10

Reconcile Daily

- Helps to avoid any potential problems/issues
- Ensures numbers are “solid” on a daily basis
Using Tabulators / AVCB

✓ Less Upfront Cost
  • Can pay for multiple tabulators for the cost of a single high speed.

✓ More Familiar to Workers Transitioning from Precinct
  • Easier on Staff as it’s only one type of equipment to train and service.

✓ Slower processing time, requires more machines/more workers/space
Faster Processing
- Approximately three (3) minutes to process 50 ballots vs. 5 – 15 minutes per 50 ballot on a tabulator

Fewer Workers (High Speed vs Tabulator)
- Fewer tabulators = Ability to assign more workers to AV ballot opening teams

Online Adjudication
- Fewer ballots require duplication
Potential Problems

✓ Building Voter Trust
  • How to combat the misinformation on the AV process;

✓ Increased problem ballots in August.
  • For a lot of voters this is their first time voting by mail, unsure of the process;
  • August Primary’s typically result in a large number of Cross-Over votes in precinct;
PART THREE

Absentee Voting
Closing out the AVCB

- Start filling out Paperwork Early
  - Utilize Spreadsheet / Form
  - Labels – for AVCB team signatures
  - Paper Poll Book

- Utilize Chair People/Table Captains
  - To keep processed ballots organized
  - To complete paperwork and store ballots

- Storage of AV envelopes and applications
  - Post Election Audit(s) / RLA
  - FOIA
Creating an AVCB

✓ Election Commission
  - General Law- Clerk, Supervisor, Treasurer (MCL 168.26)
  - Charter Twp- Clerk and two trustees (MCL 42.2)

✓ Determine Location
  - Must be sequestered
  - Bathroom facilities
  - Space to accommodate equipment and supplies

✓ Appoint Inspectors & Set Start Time
  - Minimum requirement of 3; 5 is recommended
  - At least one inspector from each major political party
  - Designate a chairperson
  - Establish start time
Lessons Learned – Creating an AVCB

✓ Easier than I thought
  • Process outlined in Chapter 8 of the Election Officials Accreditation Manual
  • Hourly number checks were much easier (EPB > Apps to Vote > Tabulator number)

✓ Less Stress on Precinct Inspectors
  • Precinct Inspectors- Can focus on ballots issued in the precinct = same process throughout the day
  • AVCB- can focus on processes for absentee ballot processing

✓ End of Night Wrap Up
  • No duplication of ballots in the precinct at the end of the night
  • Made the End of Night Process in precinct much easier and faster
  • Fewer mistakes made
Questions?