

**Wayne County Government**

Sue Anne Lower

Clerk of Courts

Wayne County Courthouse

301 East Main Street

Richmond, IN 47374

Phone: (765) 973-9304

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June 4, 2007

Joseph E. McLain  
HAVA Administrator  
Indiana Secretary of State Todd Rokita  
The State House  
Room 201  
Indianapolis, IN 46204

Please add the following pages as an amendment to our original application for the Vote Center Pilot Program.

Also added is the Safe Election 2007 emergency plan, which is confidential and not intended for public viewing or release.

Sincerely,

Jo Ann Stewart  
Voter Registration Supervisor

# A NEW WAY TO VOTE – CONVENIENTLY WAYNE COUNTY, INDIANA

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4. Voter Statistics And Precincts
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## OVERVIEW OF THE VOTE CENTER PLAN

Wayne County Government historically has been acceptable to change, new ideas, and pilot programs, always looking ahead for the betterment of the communities within it.

If chosen, Wayne County again will strive to set the example and lead others forward. Generally, people do not accept change well. However, the support by Council, Commissioner's, Election Board, Political Parties AND the public, speaks volumes to us all. This change is good. And we would like to prove it.

Our plan begins with the formation of the Vote Center Committee. This committee will be comprised of the County Clerk, Voter Registration Deputy, Technology Director, and one representative from each major political party. We will also be communicating with Brian Odell, our ES&S Project Manager.

Each vote center will staff (at the minimum):

- Two – Greeters
- One – Inspector/Floating Supervisor
- Two – Election Judges
- Two – Election Clerks
- Two – Assistant Clerks

Nomination of poll workers will apply according to Indiana law. However, if the appropriate parties do not nominate poll workers in a timely manner, then the Election Board will nominate workers as provided by IC 3-6-6-13. The Wayne County Clerk has already communicated with the chairperson of both parties regarding the selection of these workers. The acknowledgment has been very positive and supportive.

Public information and education must be a priority. Our plan will include public television, radio, printed media, as well as attending various community meetings i.e. Lions Club, Chamber of Commerce, Kiwanis, American Legion, etc.

It is also our intention to work with the Indian Election Division, as well as any other pilot county to offer and receive information to parallel some of the election procedures. We also believe a post-election meeting of the three entities will provide valuable information for future elections.

## VOTER STATISTICS AND PRECINCTS

Wayne Township, located predominately in the city of Richmond, has 35 precincts. However, five of the thirty-five precincts do not vote in the City of Richmond elections. One precinct, Center 6, is located outside of the city does vote in the city election.

What this means to our Vote Center plan is that thirty-one precincts would normally cast their ballot for the Richmond city election. These voters will now have a choice to vote at any of the four designated vote centers. The remaining precincts will not hold an election. The following page will provide you with the number of active and inactive voters per precinct.

Once approved, we will refer to the Vote Centers' as Richmond North, Richmond South, Richmond East, and Richmond West. This also coincides with the location and should be clear for the voters to understand during the promotional stage. These are completely listed in Section 6 of the application.

As of this date, the Wayne County Clerk has not been notified that any small towns in Wayne County will form their own election board; as provided in IC 3-10-7-5.5. An increasing concern is that many of these small towns do not have candidates who file. Therefore, we will not be able to make a determination as to how many of these small town elections will take place until after the candidate filing date has expired. The Wayne County Election Board will plan for these elections in the manner required by law.

These small towns include:

Cambridge City  
Dublin  
East Germantown  
Milton  
Greens Fork

Fountain City  
Hagerstown

**VOTER ENTERS THE VOTE CENTER**



Is met by greeter / asked to have ID and post card ready.  
Voter with both is sent directly to the Clerk's Station



**Assistant Clerk Station:**  
Provides voter with VRG-4/12 if necessary.

If voter forgot/did not receive a post-card, Assistant Clerk prints blank card. Voter then proceeds to Judge's station.



Clerk's station will:

- (1) Watch voter sign card
- (2) Check ID
- (3) Pulls up VR info. In First Tuesday
- (4) Checks signature
- (5) Returns post card to voter
- (6) Directs voter to Judge's station



If the voter is not in the system, the Judge directs voter to the "Inspector's Table" for further determination.



**Ballot Judge:**

- (1) Scan's card to record in electronic poll book/checks for duplicate voting.
- (2) Ballot judge verifies precinct and escorts voter to iVontronic voting machine

**INSPECTOR'S TABLE**  
Inspector will review all situations and contact the Voter Registration Office via telephone to determine what action is necessary. Provisional voters' are issued the appropriate ballot.



Voter walks to voting booths, completes voting process.

Voter walks to provisional voting booth, completes voting process



Voter receives "I Voted" sticker and leaves the Vote Center having been able to vote quickly and conveniently.



## POLLING PLACE AND ACCESSIBILITY

After much consideration and planning, the following locations have been chosen as Vote Centers for the 2007 elections. Should any unforeseen situations necessitate change, "The Plan" would be amended according to IC 3-11-18-19.

- |  |   |
|--|---|
| 1. Kuhlman Center<br>861 N. Salisbury Rd.<br>Richmond, IN 47374          | 2. Townsend Community Center<br>855 N. 12 <sup>th</sup> St.<br>Richmond, IN 47374 |
| 3. Discovery School/Find Center<br>900 S. L Street<br>Richmond, IN 47374 | 4. First English Lutheran Church<br>2727 National Rd East<br>Richmond, IN 47374   |

These facilities have been reviewed by the Wayne County Hava Committee in 2006 and were found to meet all State (IC 3-11-8) and Department of Justice requirements. Discovery School was not used in the 2006 Elections, however, was found to be acceptable when visited by Joe McClain and Jo Ann Stewart on July 24, 2006.

All four facilities were toured with Joe McLain on July 24, 2006 and viewed to have ample parking with numerous handicap spaces clearly marked. Easy access into the buildings was also observed. However, signage will be in place to clearly mark these locations for the voters and/or their drivers.

Sally Hutton, Mayor of the City of Richmond has agreed to waive all fees charged by Rose View Transit on Election Day in order to provide free transportation to the Vote Center. Upon leaving the center they will receive an "I Voted" sticker, which will be their boarding pass for the return trip.

## TECHNOLOGY

### Electronic poll list

1. We are fortunate to have been offered the software of Larimer County, Colorado. Once reviewed for compatibility, we will work with our technology department on feasibility. It is our understanding the use of this software is at no expense to Wayne County, Indiana.

An alternative plan will be as follows:

- A postcard will be mailed to all voters of Richmond. This card will contain all information used for the election to verify and identify the voter's status. It will also indicate the ballot style or precinct information to be used.
- The card will have a statement instructing the voter to bring the card with them to one of the vote centers.
- This card will be scanned to pull voter information from First Tuesday to verify the voter status and address verification, as well as checking through a separate database to eliminate the possibility of duplicate voting.
- The Electronic Poll Book will record each voter name, ID number, precinct, date, time and location of ballot cast.
- An Electronic Poll Book can be written in SQL if necessary

### Hardware, Firmware, and Software

1. Five PC's will be sent to each vote center. Each will have a minimum of the following:
  - a. Pentium class with windows 2000 or XP
  - b. 512 mb memory
  - c. 10 gb hard drive
  - d. Network/Ethernet card
2. Two barcode readers, one printer, one Dymo label writer will be sent to each voter center.
3. Additional PC's will be available as well as technology personnel to assist any facility with technical problems with equipment.
4. SSL – secured socket layer to Court House

### Security

- \*1. Two mirrored validation databases will be created by the Wayne County Technology Department. Both will be stored in a separate secure environment where only authorized personal have access. (Access will be available for determination and applicability by the Secretary of State or his designee)  
**The purpose of the database will be to validate barcode scanning to eliminate the possibility of duplicate voting.**
2. A dial-up internet connection will be readily available should the normal access fail; as well as telephone communications between vote centers to manually verify voters who have already voted.

# BALLOT

## Style and Variation-Early Voting

### Primary Election:

Ivotronic voting machines will be used at two vote centers for absentee voting. Absentee voting by mail, travel board and at the Clerk's Office will be optical scan.

There will be sixteen different ballot styles; variation will be determined by party and Richmond City Council contests.

### General Election:

There will be eight different ballot styles; variation will be determined by City Council contests only.

\*Please refer to Section 4 for a listing of specific precincts.

## Provisional Ballots

As indicated on the diagram earlier, a separate table will be set up for the provisional voter. These sealed ballots will be placed in a locked box and brought to the Wayne County Clerk's office by the Inspector and Judge at the close of each vote center each day. Provisional voters will vote using optical scan ballots, which is the procedure used in all elections. These ballots will be counted on a State certified M100.

## Absentee Ballots

1. Absentee voting will be provided at the Voter Registration Office 30 days prior to the election.
2. Absentee voting voting will be tracked and balanced daily.
3. Optical scan ballots will be used for absentee voting in the Clerks Office.
4. A State certified M100 would be used to count all absentee ballots.

Wayne County uses "Central Count" therefore; absentee ballots will be counted on Election Day in the Voter Registration Office.

## Ivotronic Ballots

Certified Ivotronic voting machines will be used Election Day at all four vote centers. Early voting will be available at two vote centers five days prior to the election. Each PEB will hold all ballot styles. However, in future elections this may need to be modified.

## BUDGET SAVINGS

### Poll Worker Wages

1. Fewer poll workers will provide the most savings using vote centers

#### Municipal Election using 31 polling locations:

Inspectors (31) @ \$130.00	=	\$ 4,030.00
Judges (62) @ \$105.00	=	6,510.00
Clerk (62) @ \$105.00	=	<u>6,510.00</u>
Total		\$17,050.00

#### Municipal Election using 4 vote centers (Election Day only)

Inspectors (4) @ \$130.00	=	\$ 520.00
Judges (8) @ \$105.00	=	840.00
Clerk (8) @ \$105.00	=	840.00
Asst. Clerk (8) @ \$105.00	=	840.00
Greeter (8) @ \$105.00	=	840.00
Total		\$ 3,880.00

**SAVINGS \$13,170.00**

*\*Wages quoted are from the 2006 Primary Election and may be increased for vote centers. These figures reflect a "primary" only.*

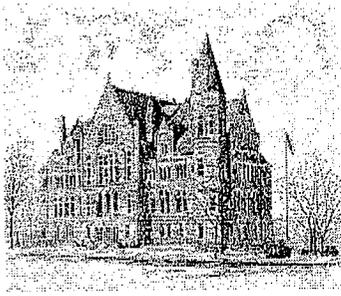
2. Supplies (purchased from ES&S)

Precinct Kits @ \$55	
31 polling locations	= \$ 1,705.00
4 polling locations	= 220.00

**SAVINGS \$ 1,485.00**

#### Additional savings not listed:

Monger Transport – Delivery of voting machines to precincts  
Rent on facilities – A stipend will only be paid to two of the four facilities used, the other are state funded facilities.



## Wayne County Government

Sue Anne Lower

Clerk of Courts

Wayne County Courthouse

301 East Main Street

Richmond, IN 47374

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April 21, 2008

The Honorable Todd Rokita  
Indiana Secretary of State  
The State House  
Room 201  
Indianapolis, IN 46204

Attached please find amendments to Wayne County's vote center plan for the 2008 Primary Election.

We submit these amendments for your approval and to the best of our knowledge, believe they will keep Wayne County in compliance with current guidelines as well as Indiana Election code.

We look forward to this election with great expectations. We know what worked well, and we know what we can do better. Most importantly, the voters are calling us with encouraging comments. They like vote centers!

Respectfully submitted,

Sue Anne Lower  
Wayne County Clerk

## **INDEX UPDATE**

**Please add the enclosed amended documents to the Wayne County vote center plan, according to this index:**

- 2. Resolutions and Letters  
Affidavit**
- 3. Overview**
- 4. Voter Statistics and Precincts**
- 5. Vote Centers and Facilities  
Flow Chart  
Forms**
- 6. Polling Place and Accessibility  
Location**
- 8. Technology**
- 9. Ballot**
- 10. Budget**

**Vote Centers Application Affidavit**

STATE OF INDIANA

COUNTY OF WAYNE

)

SS:

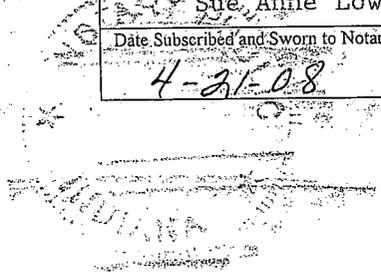
I, SUE ANNE LOWER, WAYNE COUNTY CLERK swear or affirm under the penalty of perjury, that the information set forth in the vote centers application for

WAYNE county submitted under *IC 3-11-18* on

JULY 31, 2006, and since amended on APRIL 7, 2008

is true to the best of my knowledge and belief.

Signature <i>Sue Anne Lower</i>		Signature of Notary Public <i>Paulette Miller</i>	
Print Name Sue Anne Lower		Print Name of Notary Public PAULETTE MILLER	
Date Subscribed and Sworn to Notary Public <i>4-21-08</i>		County of Residence <i>Wayne</i>	Date Commission Expires <i>3-19-2016</i>



## OVERVIEW OF THE VOTE CENTER PLAN

Wayne County Government historically has been acceptable to change, new ideas, and pilot programs, always looking ahead for the betterment of the communities within it.

Once again, Wayne County would like the opportunity to prove that the vote center concept works efficiently. The following pages are an updated version of our original plan.

Our plan begins with the formation of the Vote Center Committee. This committee will be comprised of the County Clerk, Voter Registration Deputy, Technology Director, and one representative from each major political party. We will also be communicating with Brian Odell, our ES&S Project Manager.

Each vote center will staff (at the minimum):

- Two – Greeters
- One – Inspector/Floating Supervisor
- Two – Election Judges
- Four – Election Clerks

Nomination of poll workers will apply according to Indiana law. However, if the appropriate parties do not nominate poll workers in a timely manner, then the Election Board will nominate workers as provided by IC 3-6-6-13. The Wayne County Clerk has already communicated with the chairperson of both parties regarding the selection of these workers. The acknowledgment has been very positive and supportive.

Public information and education must be a priority. Our plan will include public television, radio, printed media, as well as attending various community meetings i.e. Lions Club, Chamber of Commerce, Kiwanis, American Legion, etc.

It is also our intention to work with the Indian Election Division, as well as any other pilot county to offer and receive information to parallel some of the election procedures. We also believe a post-election meeting of the three entities will provide valuable information for future elections.

## VOTER STATISTICS AND PRECINCTS

Wayne County is comprised of thirteen townships, containing 58 precincts. Prior to the 2007 vote centers, 49 polling locations were used for voting.

In 2007 the vote center concept was utilized for the Richmond Municipal Elections. Thirty-one precincts would normally have cast their ballot at one of approximately 25 locations. However, as part of the Vote Center Pilot Program, voters were permitted to choose any one of four vote centers, as well as two locations one week prior to election day.

As indicated in our 2007 Post Election Report, the vote center concept found much success in Wayne County. It is because of that success that we propose the following locations for the 2008 Elections:

First English Lutheran Church	Fountain City Wesleyan Church
Kuhlman Center	Centerville Christian Family Center
Townsend Center	St. Elizabeth Catholic Church-Cambridge City
*Richmond Senior Center	New Testament Church-Hagerstown

Three of the four locations used in the 2007 elections will be used again. However, as a result of post election meetings it was determined that Discovery School did not prove to have sufficient parking. The Richmond Senior Center will now serve as the "south" location.

The Vote Center Committee selected four additional locations necessary for a countywide election primarily due to larger populations and higher traffic. Internet connectivity also proved to be somewhat "complicated" in the outer rural areas.

Therefore, the "Plan" has been updated to provide voters with eight locations on Election Day. Additional choices for the voter will be absentee voting available at four vote centers April 28 through May 2, absentee voting in the Voter Registration Office April 7 through Noon May 5, 2008. Voters' may also vote by mail, and for those that qualify, the travel board.

State of Indiana Voter Status Counts by Precinct and Split

WAYNE COUNTY

Precinct	Split	Active	Inactive	Total Current Voters	Pending	Incomplete
ABINGTON 1	0	629	52	681	1	0
	Precinct Subtotal	629	52	681	1	0
BOSTON 1	0	719	37	756	0	0
	Precinct Subtotal	719	37	756	0	0
CENTER 1	0	562	34	596	0	0
CENTERVILLE		547	105	652	3	0
	Precinct Subtotal	1,109	139	1,248	3	0
CENTER 2		845	197	1,042	2	0
CENTERVILLE		845	197	1,042	2	0
	Precinct Subtotal	714	139	853	0	0
CENTER 3	0	714	139	853	0	0
	Precinct Subtotal	714	139	853	0	0
CENTER 4	0	863	121	984	2	0
	Precinct Subtotal	863	121	984	2	0
CENTER 5	0	1,135	156	1,291	3	0
CENTERVILLE		171	18	189	0	0
	Precinct Subtotal	1,306	174	1,480	3	0
CENTER 6		25	7	32	0	0
RICHMOND		25	7	32	0	0
	Precinct Subtotal	653	71	724	5	0
CLAY 1	0	653	71	724	5	0
	Precinct Subtotal	653	71	724	5	0

# State of Indiana Voter Status Counts by Precinct and Split

Precinct	Split	Active	Inactive	Current Voters	Pending	Incomplete	Total
DALTON 1	0	429	37	466	2	0	468
Precinct Subtotal		429	37	466	2	0	468
FRANKLIN 1	0	862	52	914	4	0	918
Precinct Subtotal		862	52	914	4	0	918
GREENE 1	0	647	96	743	3	0	746
Precinct Subtotal		647	96	743	3	0	746
HARRISON 1	0	209	32	241	3	0	244
Precinct Subtotal		209	32	241	3	0	244
JACKSON 1	0	484	71	555	2	1	558
DUBLIN		420	20	440	1	0	441
Precinct Subtotal		904	91	995	3	1	999
JACKSON 2		1,031	292	1,323	0	0	1,323
CAMBRIDGE CITY		1,031	292	1,323	0	0	1,323
Precinct Subtotal		1,031	292	1,323	0	0	1,323
JACKSON 3	0	756	114	870	1	0	871
Precinct Subtotal		756	114	870	1	0	871
JEFFERSON 1	0	498	32	530	2	0	532
HAGERSTOWN		255	32	287	0	0	287
NOT ASSIGNED		0	1	1	0	0	1
Precinct Subtotal		753	65	818	2	0	820
JEFFERSON 2	0	283	16	299	0	0	299
HAGERSTOWN		456	96	552	2	0	554
NOT ASSIGNED		1	0	1	0	0	1
Precinct Subtotal		740	112	852	2	0	854

# State of Indiana Voter Status Counts by Precinct and Split

Precinct	Split	Active	Inactive	Total Current Voters	Pending	Incomplete
JEFFERSON 3	0	314	27	341	2	0
HAGERSTOWN		424	72	496	0	0
		738	99	837	2	0
	Precinct Subtotal					
NEW GARDEN 1	0	727	72	799	2	0
FOUNTAIN CITY		471	119	590	3	0
NOT ASSIGNED		0	1	1	0	0
	Precinct Subtotal	1,198	192	1,390	5	0
PERRY 1	0	501	33	534	5	0
	Precinct Subtotal	501	33	534	5	0
WASHINGTON 1	0	646	96	742	2	0
MILTON		286	28	314	1	0
	Precinct Subtotal	932	124	1,056	3	0
WAYNE 01		719	69	788	1	0
COUNTY COUNCIL 2		719	69	788	1	0
	Precinct Subtotal					
WAYNE 02	0	710	88	798	2	0
	Precinct Subtotal	710	88	798	2	0
WAYNE 03	0	524	42	566	0	0
	Precinct Subtotal	524	42	566	0	0
WAYNE 04		745	167	912	3	0
RICHMOND		745	167	912	3	0
	Precinct Subtotal					
WAYNE 05		534	242	776	0	0
RICHMOND		534	242	776	0	0
	Precinct Subtotal					

# State of Indiana Voter Status Counts by Precinct and Split

Precinct	Split	Active	Inactive	Total Current Voters	Pending	Incomplete
WAYNE 06	RICHMOND	972	316	1,288	4	0
	Precinct Subtotal	972	316	1,288	4	0
WAYNE 07	RICHMOND	626	550	1,176	1	0
	Precinct Subtotal	626	550	1,176	1	0
WAYNE 08	RICHMOND	695	413	1,108	2	0
	Precinct Subtotal	695	413	1,108	2	0
WAYNE 09	RICHMOND	799	161	960	2	0
	Precinct Subtotal	799	161	960	2	0
WAYNE 10	RICHMOND	654	361	1,015	1	0
	Precinct Subtotal	654	361	1,015	1	0
WAYNE 11	RICHMOND	717	490	1,207	3	0
	Precinct Subtotal	717	490	1,207	3	0
WAYNE 12	RICHMOND	588	285	873	4	0
	Precinct Subtotal	588	285	873	4	0
WAYNE 13	RICHMOND	565	227	792	2	0
	Precinct Subtotal	565	227	792	2	0
WAYNE 14	CITY COUNCIL 1	29	0	29	0	0
	CITY COUNCIL 4	874	235	1,109	2	0
	Precinct Subtotal	903	235	1,138	2	0
WAYNE 15	RICHMOND	660	245	905	1	0
	Precinct Subtotal	660	245	905	1	0

# State of Indiana Voter Status Counts by Precinct and Split

Precinct	Split	Active	Inactive	Total Current Voters	Pending	Incomplete
WAYNE 16	RICHMOND	679	189	868	2	0
	Precinct Subtotal	679	189	868	2	0
WAYNE 17	RICHMOND	360	209	569	0	0
	Precinct Subtotal	360	209	569	0	0
WAYNE 18	RICHMOND	696	246	942	1	0
	Precinct Subtotal	696	246	942	1	0
WAYNE 19	RICHMOND	385	616	1,001	0	0
	Precinct Subtotal	385	616	1,001	0	0
WAYNE 20	RICHMOND	660	155	815	1	0
	Precinct Subtotal	660	155	815	1	0
WAYNE 21	RICHMOND	616	161	777	0	0
	Precinct Subtotal	616	161	777	0	0
WAYNE 22	RICHMOND	856	311	1,167	3	0
	Precinct Subtotal	856	311	1,167	3	0
WAYNE 23	RICHMOND	725	266	991	1	0
	Precinct Subtotal	725	266	991	1	0
WAYNE 24	RICHMOND	592	114	706	2	0
	Precinct Subtotal	592	114	706	2	0
WAYNE 25	RICHMOND	631	300	931	4	0
	Precinct Subtotal	631	300	931	4	0
WAYNE 26	RICHMOND	493	114	607	0	0

# State of Indiana Voter Status Counts by Precinct and Split

Precinct	Split	Precinct Subtotal	Active	Inactive	Total Current Voters	Pending	Incomplete
WAYNE 27		493	114	607	0	0	
	RICHMOND	602	280	882	3	0	
	Precinct Subtotal	602	280	882	3	0	
WAYNE 28		832	190	1,022	1	0	
	RICHMOND	832	190	1,022	1	0	
	Precinct Subtotal	832	190	1,022	1	0	
WAYNE 29		777	184	961	3	0	
	RICHMOND	777	184	961	3	0	
	Precinct Subtotal	777	184	961	3	0	
WAYNE 30		545	212	757	2	0	
	RICHMOND	545	212	757	2	0	
	Precinct Subtotal	545	212	757	2	0	
WAYNE 31		790	149	939	1	0	
	RICHMOND	790	149	939	1	0	
	Precinct Subtotal	790	149	939	1	0	
WAYNE 32		573	125	698	2	0	
	RICHMOND	573	125	698	2	0	
	Precinct Subtotal	573	125	698	2	0	
WAYNE 33		406	99	505	2	0	
	RICHMOND	406	99	505	2	0	
	Precinct Subtotal	406	99	505	2	0	
WAYNE 34		513	56	569	2	0	
	0	513	56	569	2	0	
	Precinct Subtotal	513	56	569	2	0	
WAYNE 35		664	54	718	2	0	
	0	664	54	718	2	0	
	Precinct Subtotal	664	54	718	2	0	
WEBSTER 1		771	100	871	3	0	
	COUNTY COUNCIL 2	771	100	871	3	0	
	NOT ASSIGNED	1	0	1	0	0	
	Precinct Subtotal	772	100	872	3	0	

# State of Indiana Voter Status Counts by Precinct and Split

	Total Current Voters	50,438
	Pending	114
	Incomplete	1

Active	40,141
Inactive	10,297

Split  
(10183 Total Cancelled)

Precinct  
WAYNE County Totals

## VOTE CENTER FLOW CHART

The following chart indicates the how a voter will move through the vote center from the entrance to the exit.

- Greeter – each voter will be met at the entrance by a greeter. The greeter will ask the voter if they have their photo ID and their vote center card that was mailed to them.
- Clerk – there are four clerks. The clerk will scan or type the voter name to view poll book data. Once verified, the voter will sign the card. The voter is instructed to proceed to the Judges lane.
- Judge – The judge will receive both the card and ABS form (when applicable), and proceed to the iVotronic. The Judge will select the appropriate ballot and verify it with the voter.
- Greeter – an exit greeter will provide each voter with a questionnaire.

# VOTE CENTER FLOW CHART

WILL BRING UP BALLOT FOR THE VOTER ON THE IVOTRONIC: TOUCH SCREEN VOTING SYSTEM

BALLOT JUDGE  
TABLE

CLERK 1  
RED GREEN LIGHT SCAN

CLERK 2

CLERK 3

CLERK 4

EXIT  
GREETER  
QUESTIONNAIRE

INSPECTOR  
PROVISIONAL  
VOTING AREA

NO CARD

FAST LAZE

FAST LAZE

GREETER

WILL FIND OUT WHICH OPTIONS THE VOTER HAS AND DIRECT  
THE VOTER TO LINE 1-4



**INSTRUCTIONS:** Please complete sections 1 – 3. The voter must **SIGN** the application in section 3 below.  
**NOTE:** Certain voters who registered by mail are required to provide additional personal identification before voting an absentee ballot.

**1. INFORMATION OF ABSENTEE BALLOT APPLICANT**

Name (please print)	Date of Birth (mm/dd/yy)	Voter Identification Number (Indiana- issued driver's license number, OR if voter does not possess driver's license, last 4 digits of Social Security number)
Registration Address (number and street; Apt #)	City/Town, State, ZIP Code	
Telephone Number (Day)	Telephone Number (Evening)	

**2. COMPLETE THIS SECTION OF APPLICATION FOR PRIMARY ELECTION**

In Indiana, you must choose a major political party ballot to vote in the primary election, or school board only.

I apply for the ballot (check one box only)

- Democratic     
  Republican     
  School Board only

**3. ABSENTEE VOTING METHOD**

Voting in Satellite Absentee Voting Center of the Wayne County Clerks Office. (voting closes 5/2/2008 at 7:00 p.m.)

I swear or affirm under the penalties of perjury that all of the information set forth on this application is true to the best of my knowledge and belief.

Signature of voter	Date signed (month, day, year)
X	_____ / _____ / _____

Penalty for Perjury: A person who makes a false, material statement under oath or affirmation, knowing the statement to be false or not believing it to be true commits perjury, a Class D felony, which is punishable by imprisonment for up to 3 years, a fine of up to \$10,000 or both.

**FOR COUNTY ELECTION BOARD USE ONLY**

Precinct	ADDITIONAL DOCUMENTATION	Is applicant required to provide additional identification documentation to the county voter registration office but has not yet done so? <input type="checkbox"/> Yes <input type="checkbox"/> No
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WAYNE COUNTY VOTER SIGNATURE CARD  
2008 PRIMARY ELECTION

\_\_\_\_\_  
Precinct

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Residence Address and PO Box

\_\_\_\_\_  
City, State, Zip

**SIGN HERE:**

X \_\_\_\_\_

**Sign in the presence of an Election Worker**

**Ballot Selection** (Please select only one)

\_\_\_\_ Republican

\_\_\_\_ Democratic

\_\_\_\_ Non-Partisan

\_\_\_\_ 17-Year Old



(IC 3-6-6-23; 3-6-6-35; 3-11-11-1.9; 3-11-13-27; 3-11-14-17)

**STEP 1: OATH OF INSPECTOR, JUDGES, CLERKS and GREETERS**  
**(IC 3-6-6-23; 3-6-6-19)**

**INSTRUCTIONS:** Before the polls are opened in the precinct, the inspector, judges, clerks, and greeters must take the following oath.

I do solemnly swear (or affirm) the following:

1. I will support the Constitution of the United States and the Constitution of the State of Indiana.
2. I will faithfully and impartially discharge the duties of inspector (or judge) of election assigned by law.
3. I will not knowingly permit any person to vote who is not qualified and will not knowingly refuse the vote of any qualified voter or cause any delay to any person offering to vote other than is necessary to procure satisfactory information of the qualification of that person as a voter.
4. I am now a bona fide resident of the county in which I am to act as a member of the election board and am a qualified voter of that county.
5. I will not disclose or communicate to any person how any voter has voted at this election or how any ballot has been folded or marked.
6. I am able to read, write and speak the English language.
7. I have no property bet or wagered on the result of this election.
8. I am not a candidate to be voted for at the election in this precinct, except as an unopposed candidate for precinct committeeman or state convention delegate.
9. If I am serving as an inspector, I am not the chairman or treasurer of the committee of a candidate whose name appears on the ballot.
10. I am not related to any person to be voted for at the election in this precinct as the spouse, parent, father-in-law, mother-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, brother-in-law, sister-in-law, uncle, aunt, nephew, or niece of that person, unless that person is an unopposed candidate.
11. If I am an inspector, I attended the training required by state law. If I am a pollworker, I have attended any training required by the county. (IC 3-6-6-40)

Signed: \_\_\_\_\_  
 Pollworker

**To be completed by person administering oath to inspector, judges, clerks and greeters.**  
**You must bring this signed oath with you to the vote centers.**

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Signature

WAYNE COUNTY CLERK

\_\_\_\_\_  
 Title



# VOTE CENTER OATH

## STEP 2: CERTIFICATE OF BALLOT AGREEMENT

**INSTRUCTIONS:** Before the polls are opened in the vote center, the inspector and judges must complete the following certificate. IF THE SAMPLE BALLOTS AND OFFICIAL BALLOTS DO NOT AGREE, CONTACT THE COUNTY ELECTION BOARD IMMEDIATELY AND ONLY COMPLETE THIS FORM AFTER THE BALLOT HAS BEEN CORRECTED.

We, the undersigned vote center election board, certify that before the opening of the polls, we personally compared the sample ballots with the official ballots to be used in this precinct to determine if the names, numbers and letters on the sample ballots agree with the names, numbers and letters on the official ballots. We certify that the sample ballots and the official ballots are in agreement.

Signed: \_\_\_\_\_  
Inspector

Signed: \_\_\_\_\_  
Judge (D)

Signed: \_\_\_\_\_  
Judge (D)

Signed: \_\_\_\_\_  
Judge (R)

Signed: \_\_\_\_\_  
Judge (R)

## STEP 3: RECORD OF POLL OPENING AND CLOSING

**INSTRUCTIONS:** The inspector of each vote center shall proclaim the opening and closing of the polls to the people outside the polls in a loud tone of voice. The judges must make a record of the inspector's proclamation and the time the proclamation was made. (IC 3-11-8-9, IC 3-11-8-10)

We, the undersigned judges, certify that the inspector of this vote center proclaimed to the people outside the polls in a loud tone of voice that the polls were:

OPENED at \_\_\_\_\_ a.m.; and

CLOSED at \_\_\_\_\_ p.m.

On this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed: \_\_\_\_\_  
Judge (D)

\_\_\_\_\_  
Judge (D)

Signed: \_\_\_\_\_  
Judge (R)

\_\_\_\_\_  
Judge (R)

## STEP 4: RETURN OF VOTE CENTER OATH BOOK

**INSTRUCTIONS:** After the polls have closed, the inspector and the judge of the opposite political party must return this Oath Book to the County Election Board with all other required election material.

## POLLING PLACE AND ACCESSIBILITY

After much consideration and planning, the Vote Center Committee has recommended the following locations as Vote Centers for the 2008 elections. Should any unforeseen situations necessitate change, "The Plan" would be amended according to IC 3-11-18-19.

1. Kuhlman Center  
861 N. Salisbury Rd.  
Richmond, IN 47374
2. Townsend Community Center  
855 N. 12<sup>th</sup> St.  
Richmond, IN 47374
3. Richmond Senior Center  
1600 S 2<sup>nd</sup> St  
Richmond, IN 47374
4. First English Lutheran Church  
2727 National Rd East  
Richmond, IN 47374
5. Centerville Christian Church  
106 E. Main St  
Centerville, IN 47330
6. Fountain City Wesleyan Church  
5600 US 27 North  
Fountain City, IN 47341
7. St. Elizabeth Catholic Church  
333 W. Maple St  
Cambridge City, IN 47327
8. Hagerstown New Testament Church  
752 W. Main St  
Hagerstown, IN 47346

## TECHNOLOGY

### Electronic poll list

Wayne County has been offered the opportunity to use a new program called "ePollbook" by Quest Information Systems. As a precaution, we will run the ePollbook parallel with the electronic pollbook used in the 2007 Elections. Both systems will use the same data extract file.

As in 2007, the plan will be as follows:

- A postcard will be mailed to all active voters in Wayne County.
- The voter is instructed to bring the card to the vote center when voting. At that time the card will be scanned, which will pull the voter information up in the ePollbook. Once information is verified, the voter will sign the card. The card will be scanned a second time into the red/green light program, again only as a precautionary measure. Both poll books will record date, time, precinct, and location of ballot cast.
- Voter's arriving without a card will be issued a form by the greeter to complete and give to the clerk in place of the card.

*Note: This data will be checked and verified at the voter registration office each day after the vote center closes.*

### Hardware, Firmware, and Software

1. Five PC's will be sent to each vote center. Each will have a minimum of the following:
  - a. Pentium class with windows 2000 or XP
  - b. 512 mb memory
  - c. 10 gb hard drive
  - d. Network/Ethernet card
2. Five barcode readers, one printer, will be sent to each voter center.
3. Additional PC's will be available as well as technology personnel to assist any facility with technical problems with equipment.
4. SSL – secured socket layer to Court House

### Security

- \*1. Two mirrored validation databases will be created by the Wayne County Technology Department. Both will be stored in a separate secure environment where only authorized personal have access. (Access will be available for determination and applicability by the Secretary of State or his designee)  
**The purpose of the database will be to validate barcode scanning to eliminate the possibility of duplicate voting.**
2. A dial-up internet connection will be readily available should the normal access fail; as well as telephone communications between vote centers to manually verify voters who have already voted.

# BALLOT

## Style and Variation-Early Voting

### Primary Election:

Ivotronic voting machines will be used at four vote centers for absentee voting. Absentee voting by mail, travel board and at the Clerk's Office will be optical scan.

All ballot styles will be available at every vote center.

### General Election:

All ballot styles will be available at every vote center.

## Provisional Ballots

As indicated on the diagram earlier, a separate table will be set up for the provisional voter. These sealed ballots will be placed in a locked box and brought to the Wayne County Clerk's office by the Inspector and Democrat Judge at the close of each vote center each day. Provisional voters will vote using optical scan ballots, which is the procedure used in all elections. These ballots will be counted on a State certified M100.

## Absentee Ballots

1. Absentee voting will be provided at the Voter Registration Office 30 days prior to the election.
2. Absentee voting will be tracked and balanced daily.
3. Optical scan ballots will be used for absentee voting in the Clerks Office.
4. A State certified M100 would be used to count all absentee ballots.

Wayne County uses "Central Count" therefore; absentee ballots will be counted on Election Day in the Voter Registration Office.

## Ivotronic Ballots

Certified Ivotronic voting machines will be used Election Day at all eight vote centers. Early voting will be available at four vote centers five days prior to the election. Each PEB will hold all ballot styles. However, in future elections this may need to be modified.

## BUDGET SAVINGS

### Poll Worker Wages

1. Fewer poll workers will provide the most savings using vote centers

#### County-wide election using 58 polling locations:

Inspectors (58) @ \$120.00	= \$ 6,960.00
Judges (116) @ \$100.00	= 11,600.00
Clerk (116) @ \$100.00	= <u>11,600.00</u>
Total	\$30,160.00

#### General Election using 8 vote centers (Election Day only)

Inspectors (8) @ \$130.00	= \$1,040.00
Judges (8) @ \$105.00	= 840.00
Democrat Judges (8) @ \$115	= 920.00
Clerk (32) @ \$105.00	= 3,360.00
Greeter (16) @ \$75.00	= <u>1,200.00</u>
Total	\$ 7,360.00

**SAVINGS \$22,800.00**

*\*Wages quoted are from the 2006 Election and may be increased for vote centers. **These figures do not include additional training costs for alternates.***

2. Supplies (purchased from ES&S)

Precinct Kits @ \$55	
58 polling locations	= \$ 1,705.00
8 vote centers	= -0-

**SAVINGS \$ 1,705.00**

### **Additional savings not listed:**

Monger Transport – Delivery of voting machines to precincts  
Rent on facilities – A \$25 stipend will only be paid to non-governmental facilities used as vote centers.

## BUDGET EXPENSE

### Poll Worker Wages

1. An additional position will be required. This new position will be referred to as "Greeter".

### Supplies

1. Post cards for mailing.....\$5,037.00

### Postage

1. Postage for mailing..... 12,000.00

\*NOTE: Supply and postage rates are approximate and based on previous purchases and bulk mailings. Expenses not listed will remain as previously budgeted for.

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# WAYNE COUNTY VOTE CENTER PLAN AMENDMENT

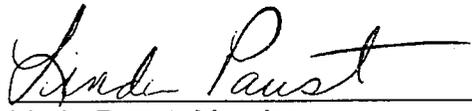
The Wayne County Election Board finds it necessary to modify the original "plan" to meet the current requirements under Indiana Election Law. The Board further finds that amendments to this plan may be submitted with changes that are specific to a particular election, as necessary.

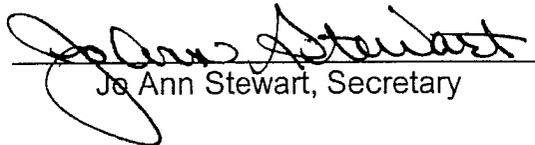
The amended changes to each section is as follows:

Index	
Overview	Sec. 3-1
Voter Statistics & Precincts	Sec. 4-1
Vote Center Flow Chart	Sec. 5-1
Satellite Absentee Voting	Sec. 7-1
Technology	Sec. 8-1
Ballot	Sec. 9-1
Contingency Plan	Sec. 11-1

These amendments will be effective on September 30, 2011.

  
\_\_\_\_\_  
Dian Lawson, President

  
\_\_\_\_\_  
Linda Paust, Member

  
\_\_\_\_\_  
Jo Ann Stewart, Secretary

## OVERVIEW OF THE VOTE CENTER PLAN

This amended version of the "Overview of the Vote Center Plan" will provide information specifically for the 2011 Municipal Elections. Additional subsections will be submitted at a later date to provide "election specific" information for each election year.

### 2011 Richmond Municipal Election

Three vote centers will be utilized in this election. Two locations will serve as satellite offices for early voting.

#### **Early voting satellite offices:**

October 31, 2011 through November 4, 2011 – 10:00 a.m. to 7:00 p.m.

Kuhlman Center  
861 N. Salisbury Rd.  
Richmond, IN 47374

First English Lutheran Church  
2727 National Road East  
Richmond, IN 47374

\*Kuhlman Center-Additional hours

Saturday – October 29, 2011 and November 5, 2011  
10:00 a.m. to 3:00 p.m.

#### **Election Day Locations:**

November 8, 2011 – 6:00 a.m. to 6:00 p.m.

Kuhlman Center  
861 N. Salisbury Rd.  
Richmond, IN 47374

First English Lutheran Church  
2727 National Road East  
Richmond, IN 47374

Townsend Community Center  
855 North 12<sup>th</sup> St.  
Richmond, IN 47374

#### **Staffing**

Each vote center will staff (\*at the minimum):

One – Inspector  
Two – Judges  
Two – Clerks

*\*Bipartisan staffing will be increased as deemed necessary by the Election Board during elections with increased voter turnout.*

## VOTER STATISTICS AND PRECINCTS

Wayne Township, located predominately in the city of Richmond, has 35 precincts. However, five of the thirty-five precincts do not vote in the City of Richmond elections. The Richmond Municipal Elections will include precincts Center 6, and Wayne 4 through Wayne 33. The ballot for each of those precincts will be available at any of the vote centers.

What this means to our Vote Center plan is that thirty-one precincts would normally cast their ballot for the Richmond city election. These voters will now have a choice to vote at any of the four designated vote centers. The remaining precincts will not hold an election. The following page will provide you with the number of active and inactive voters per precinct.

Please refer to Section 3, page 1 for a complete listing of vote center locations for the Richmond Municipal Primary Election.

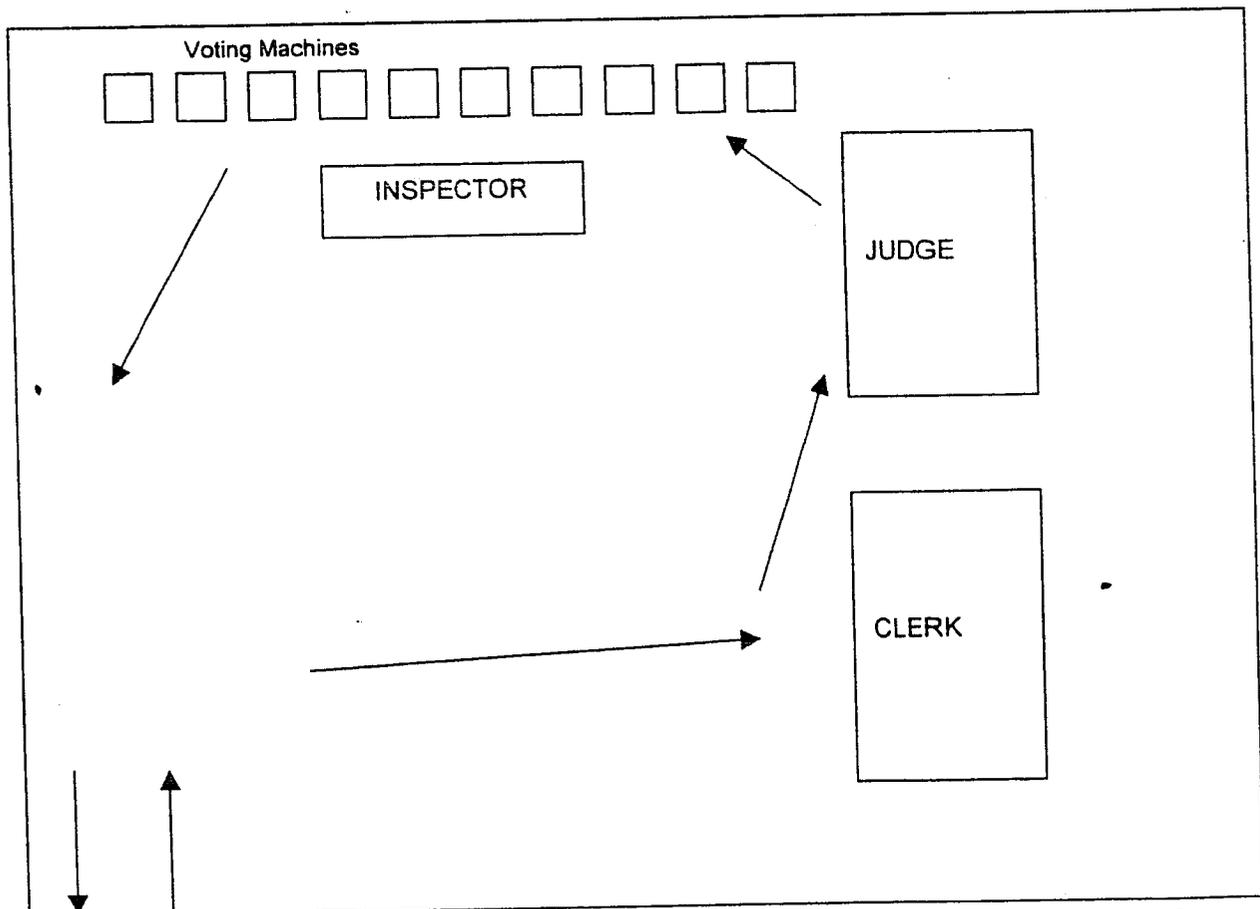
Recent meetings with Town Clerk/Treasurers have indicated that they intend to conduct their own elections, and will submit a copy of the town resolution to the County Clerk. The County Clerk will loan an eSlate voting machine to each town in order to meet HAVA compliance. The towns in Wayne County do not select their candidates by a Primary Election.

At the conclusion of the November 2011 election, the towns will submit their results as required to the County Clerk. The County Clerk's office staff will record the voter history for that election into SVRS.

## VOTE CENTER FLOW CHART

The following chart indicates how a voter will move through the vote center from the entrance to the exit.

- Clerk – The clerk will scan or type the voter name to view poll book data. Once verified, the voter will sign the card. The clerk will affix the label to the back of the postcard and document any necessary information or changes.
- Judge – The judge will receive the post card and ABS form (when applicable). The label on the back of the postcard will be scanned into the JBS, generating a ticket with the four- digit number, which the voter will use to access their ballot on the eSlate voting machine.
- Inspector – The inspector will serve as the supervisor of all poll workers and address any issue that is presented by either a voter or poll worker. The inspector will also report to the Voter Registration office regarding equipment or increased volume of voters at their location.



## Satellite Absentee Voting

Wayne County will continue to utilize selected vote centers for satellite absentee voting.

For the 2011 Richmond Municipal Elections:

**October 31, 2011 through November 4, 2011 10:00 a.m. – 7:00 p.m.**

\*Kuhlman Center  
861 N. Salisbury Rd.  
Richmond, IN 47374

First English Lutheran Church  
2727 National Rd. East  
Richmond, IN 47374

**\*Additional hours at Kuhlman Center**

Saturday, October 29, 2011 – 10:00 a.m. – 3:00 p.m.

Saturday, November 5, 2011 - 10:00 a.m. - 3:00 p.m.

## TECHNOLOGY

### ELECTRONIC POLL LIST

Wayne County will begin using ePollbook by Hart Intercivic in the 2011 November Municipal Election.

As in 2007, the plan will be as follows:

- A postcard will be mailed to all active voters in Wayne County.
- The voter is instructed to bring the card to the vote center when voting. At that time the card will be scanned, which will pull the voter information up in the ePollbook. Once information is verified, the voter will sign the card.
- A label will be generated with a unique barcode, which will identify the voter's precinct, name, and address.
- Voter's arriving without a card will be issued a "Substitute Postcard" to complete and give to the clerk in place of the card.
- The ePollbook will require two passwords (one democrat-one republican) in order to access the program. New passwords will be issued and required for login each day.

*Note: This data will be checked and verified at the voter registration office each day after the vote center closes.*

### Hardware, Firmware, and Software

1. Two laptop computers will be sent to each vote center. Each will have a minimum of the following:
  - a. Pentium class with windows 2000 or XP
  - b. 512 mb memory
  - c. 10 gb hard drive
  - d. Network/Ethernet card
2. Three barcode readers will be sent to each voter center.
3. One-label printer will be sent to each vote center.
4. Additional laptop computers will be available as well as technology personnel to assist any facility with technical problems with equipment.

## SECURITY

### Electronic Poll Book

The Hart ePollBook uses multiple distributed databases to ensure data redundancy. All data is encrypted using 128-bit encryption. Data synchronization uses 128-bit SSL communications secured with both client and server encryption certificates specific to the deployment. The original voter list is signed, encrypted and remains unaltered through the election process.

1. A single database situated behind a firewall will house the ePollbook data. The only access to the database is through the website, which is limited to authorized users. The purpose of the database will be to validate barcode scanning to eliminate the possibility of duplicate voting.
2. SSL – secured socket layer to this website
3. Should internet connectivity be interrupted, the ePollbook will continue to record voters.

# BALLOT

## Style and Variation-Early Voting

### Primary Election:

Hart eSlate voting machines will be used at the satellite vote centers for absentee voting. Absentee voting by mail, and travel board will be optical scan using Hart eScan.

All ballot styles will be available at every vote center.

### General Election:

All ballot styles will be available at every vote center.

## Provisional Ballots

Voter's who are given a provisional ballot will sign all required documentation and cast their ballot on the Hart eSlate voting machines as all other voters do.

## Absentee Ballots

1. Absentee voting will be provided at the Voter Registration Office as required, prior to the election.
2. Absentee voting will be tracked and balanced daily.
3. Hart eSlate DRE will be used for absentee voting in the Clerks Office.
4. As stated above, eSlate DRE units will be at the satellite vote centers for absentee voting.
5. A State certified eScan will be used to count all paper absentee ballots.

Wayne County uses "Central Count" therefore; absentee ballots will be counted on Election Day in the Voter Registration Office.

# CONTINGENCY PLAN

## Power Outage/Technical Difficulties

Technology personnel will be on stand-by at the Voter Registration Office. These "teams" will have additional equipment on hand, ready to deliver.

A team from Harp Enterprises will troubleshoot and travel to the vote centers if necessary.

Should a long-term power outage occur, voters will be redirected to the other vote centers.

Weather radio's will be set up at each location if necessary. In the event of weather emergency or disaster, procedures will be followed according to the emergency preparedness plan on file with Wayne County Emergency Management Agency.

## Media/Public Information

1. A press release is sent to the media prior to each election.
2. A representative from this office will offer to speak at various group meetings. i.e. Kiwanis, Lions Club, Rotary, American Legion, Chamber of Commerce.

## Other

As stated earlier, the postcard mailings will serve to verify duplicate voting is not taking place. Blank cards will be available for those who forget to bring them to the vote center. With the implementation of new voting equipment and a new electronic poll book in 2011, the post card will not be necessary and may be discontinued in some future elections.