

TOPIC 1: PREPARING FOR ELECTIONS. Tips on such subjects as recruitment and retention of poll workers ... Training poll workers at the mandated pre-election meeting ... If you mail election info to voters, how do you measure whether it worked? What does your town do well?

Training newly qualified moderators during early voting.

Update training documents annually. Have in person training at Community Center where workers rotation station so everyone has specific training on all jobs. Have two people at each job one veteran worker and other trainee. Down time review no lecture in booth and check pens.

In depth traing of all office employees that enables them to help with any problems

Recruit, Mail Letters, Send out Emails, In-person Training

Schedule poll workers

Town of Stratford - Lou DeCilio When it comes to recruiting, we reach out to several organizations within the town and we also reach out to the high school students to try to get them involved. To retain workers you have to pay them.

Recruit students from high school. Volunteer names from DTC/RTC town committees. Close follow up on poll workers from previous elections.

Enfield- Training and recruitment and began improving notifications on social media

We have a list of reliable poll workers to draw from. We set up schedules in 4 hour increments. We bring them in for training. We try testing equipment as early as possible

Recruitment and staffing, Election Day management, relations with town Woodbridge Pennell

John Mesham Old Lyme We have 8 trained Moderators which enable our workers to be aware of the overall set up, needs, responsibilities, and procedures at the polling place.

Mass email to existing and potential poll workers requesting response as to availability. Successful... received more than enough responses.

Will all these answer be available for review later

We do not generally mail information to voters, the Town will advertise in local paper and put signs around town. Voter turnout varies depending on type of vote

Enfield Tom Kienzler registrar Training of poll workers, public education on voting early, locations, election security Recruitment of workers and training them. Conducting accurate elections

Town of Wethersfield- we use social media such as Facebook and Instagram to post all election info. Our town website also has the same info on the election page.

Woodbury - Lisa Amatruda We are offering several voter info sessions (senior center and library). And we made Early Voting yard signs

Mansfield: we set up our training sessions as mock elections. Everyone gets a chance to work at their position and when it's not their turn they act as voters. Each "voter" has a card with their information, such as " I don't have ID"

Newington uses Sign up Genius an online platform to schedule workers and trainings

In Middlefield, our poll worker training packet is self paced. We can train ballot clerks, checkers, absentee ballot counters etc all at the same time. ROVs are in the room to answer questions and to expand on material in the training packets.

Recruiting by word of mouth

Recruitment, training and hiring assistant registrars. figuring out a schedule for coverage for early voting and election day. a group training session for poll workers we put ads on the paper and the local town magazine. We judge success based on voter turnout and ease in filling necessary job for the election. We have a very organized we run and accurate election. we are also good at recruiting young voters to work at the polls. We do so by reaching out to the school and youth and family services

We are well organized and our results are accurate
Vote 23: We are well organized and our results are accurate

Heather Petit - Durham - inserts in confirmation letters about important dates for early voting.

Working with the local high school has helped recruit new and eager poll workers

We created a form, posted it on all the town FB pages to recruit workers. We created a training manual for all election officials for EV and Election Day. Oxford

Train all poll workers Information for early voting hours and days on town website Send all election times and days out on text my gov

Windham. We have started to separate our training sessions into smaller groups so that the workers are not lost and overwhelmed by hearing about the requirements of each position and we can focus on discussing the position that they will actually be working.

Called people on list. Sent reminder notice by mail. Have training day to review all jobs. Provide hard copy of job duties. Answer questions.

We use volunteers for EV and offer multiple training options, sent via Town blasts, as well as local paper

Brooklyn has an Excel document listing all of the voters' information. We email all of the people and attach a premade Google doc with all of the slots that are open for workers. They can choose when they want to work. Also in order for us to attract new poll workers and keep the ones we have we offer a continental breakfast, lunch and dinner from a nearby restaurant.

Recruitment, training including hands on equipment set up and problems that might arise, keeping our voter list as up to date as possible

Retention of poll workers has been helped by doing split shifts and providing a meal for each shift.

Sprague: we do practice sessions on CVRS: I've created a sheet that shows step by step instructions for early voting, SDR,

Greenwich- Town has an email blast to 10,000+ citizens which we are happy to include info in.

Training poll workers

Groton- We mail them letters after they confirm working. We play bingo with answers to the questions and when they get Bingo they get little candy bars

Colebrook: Pollworker recruitment, retention with Training, and excellent meals and treats.

Use the town and registrars websites to share election information.

Greenwich - Train poll workers in a large group and include moderators and ARs so they can see the skill level and questions asked by their poll workers. Then we dismiss the lower level positions.

Stafford-Michele. We registered seniors in high school.

Cromwell send early voting dates on all letters to voters .

Our training is great!

Training

Terry Latimer- East Hampton We do not use mailing- local newspaper and town website

Training for each job so each working can switch to a different area. J. Sabolesky

SPRAGUE: We provide meals and we recruit town workers for EV.

Great voters that call us to "volunteer"

Windham. Tech High Schools are always closed on Election Day so we reach out to those students. Beg our regular repeat workers to bring us their friends and family.

Retailn poll workers because we pay them reasonably well

Heather Petit- Durham - We send out dated emails about important deadlines for EV, ABs, SDR, pulling location, etc.

Training workers, getting new signs for early voting and prep for the biggest presidential election of all times

We do not mail information to voters. We use Town media and public forums in town.

Recruiting

Manchester is excellent at planning and bipartisan teamwork.

Training and recruitment. We've gotten training down to a science. And we sucker high school kids into working with promises of food. East Lyme, Wendi Sims

Returns

Poll Worker Appreciation Event - we've been doing this every year for 10 years.

Vernon No mass mailing Training of election workers

We have a wonderful group of workers who are eager to return to work at elections. We add to this by always talking about the need for more volunteers. It works!

Ansonia: We have good social media outreach, many local Facebook community pages.

Newington contacts the high school key club teacher and civics teacher

College and high school Sprague

Training

We use our town newsletter to remind pollworkers to reach out to our office. That seems effective.

Recruitment

We do a day and an afternoon training. We also send notices to the high school and local community college. We advertise in our municipal newsletter.

Feed them well!

People don't read. You need tell people face to face

Offering 4.5 hour shifts and great snacks

Need workers? We use HS age students for 25% of paid jobs. Work with HS Social Studies director to get list of names and contact information; make students e-mail you to show they are interested. Mandate attendance at worker training; use them as greeter, ballot clerk, tabulator tender

ROV mails postcard to voters, reminding them of Election Day and various ways to vote: EV, AB, day-of.

TOPIC 2: ELECTION DAY PROCEDURES. How to get cooperation from other municipal departments in meeting your Election Day needs. Handling the disruptive poll worker. Handling the disruptive voter. Utilizing former ROVs and Moderators to smooth the process. What works well in your town? What are you proud of?

Enfield Tom Kienzler Meeting well in advance of Elections with DPW, Police, Town Manager, Council and Clerks office to ensure the best cooperation and obtaining needs. We don't have disruptive poll workers as of yet due to thorough training and vetting Our moderators are trained to isolate and confirm with voter in an understanding and polite manner, avoiding most issues quickly.

We work out of Town Hall for Early voting and in the schools for election days. We have great cooperation from all departments.

Plymouth - Facilities provided by BoE. Equipment moved by Public Works. Police on site opening to closing of polls and to escort workers to vehicles. Available to help with any disruptions or emergencies.

Michele- East Granby-Our emergency plan includes a letter we send to all municipal departments. We update it for each election and include any dates that the building will be in use as well as need for auto door locking and outdoor lights. This also alerts maintenance to get work done outside election dates.

The communication stays open and we normally get a visit from the resident trooper asking if we need anything additional. Thankfully our town is very supportive and we work together well.

For municipal cooperation we we make our needs known months in advance. We first have the moderator speak to them and have police on hand the November election and they can escort a pole worker out if necessary. Also have a floater on staff to cover a position if needed. I am proud of the age diversity of our pole workers and accuracy of our elections. Becky East Haddam

Moderators handle disruptive voters and voters who are not in list they take them aside and calmly address the issue

Pay for lunch for help from other departments after the election- tech, public works. Disruptive poll work asked to leave.

We built good relationships with our piers. We notify in advanced timing of needs. We've never had disruptive workers as of yet.

Durham - to a small degree, We let the moderator help train the poll workers and that gets them all friendly with each other.

We request the use of the polling place with the BOE as soon as we know the dates of the elections, primaries, and referendums. Contact Public Works to request help in setting up the polling site and signs (including a flashing billboards around town). Any poll workers or voters who are disruptive, we call the Resident State Troopers office. Our moderators are seasoned veterans.

Our Moderators & poll workers all treat voters and each other with respect and realize we are in this together. When necessary we/ they will cite statue with respect to whatever the issue may be.

Peter Gostin goes above and beyond his Registrar's duties he can handle any and all situations and he is very knowledgeable

Woodbury - Lisa Amatruda Keep town department heads informed of dates throughout the year. Police department and local Psycholgist coming in to training moderators and AROVs on deescalation training and active shooter situations in a special training session for just them (with appreciation meal). We split the lines outside the poll location with a bunch of outside floaters to assist voters before they come inside (7200 voters in one polling location).

We actually get along amazingly well with our town. We have biweekly meeting with the Town Clerk and never have a problem with getting a police presence (perhaps because we feed them). The few difficult poll workers we have had we just didn't hire back. Pennell Hamilton Woodbridge

Theresa from Newington we ask nicely and give plenty of warning and we feed them. We let our poll workers use their discretion call 911 before calling us. If you feel there is a threat call 911

Prospect, Katie we're a very small town and all the departments work very well with each other so we have a lot of cooperation from the other department when it comes to elections

South Windsor- help from public works to set up polling locations, work with police to deal with disruptive voters

Regarding disruptive voters. Voter had a candidate hat on. Asked them to remove the hat. He sworn at the poll worker and we Treated them with respect and asked for the hat to be removed as required by law. They did. They voted and left the premises.

John, Ansonia: Public Works delivers most equipment to polls and sets up signage around town to promote EV/Election Day. City makes telephone announcement of upcoming election dates/sites via CodeRed system. Former Registrar helps with process Most conflicts handled by staff, but PD is on call Police, Dept of education for assistance with set up, wheel chairs, clean up, Dept of public works set up signs, fire dept and sr. Center to set up smaller elections, referenda. Ellington, Willington

East Hampton- we coordinate with Police- our poll workers are instructed to refer any disruptive voters to the Moderator or Registrars

Our Public Works Dept transports all of our blue cabinets privacy booths etc to our polls. Police are placed strategically near the polls and our Moderators are instructed on how to handle disturbances Wallingford

HP - Durham - Good communication between counselor and the ROV

Sprague: we enjoy working with each other.

Colebrook: we are proud of our little town, departments working well together. Also advanced planning to ensure goals are met.

Our public works and building departments do set up, the police department deliver the scanners to polling places

We had a meeting with all departments at the beginning of the year to stress the importance of the presidential election cycle, as well as all the early voting people. We included any department that touches anything to do with elections during the year to explain the importance, the critical timing of events and all the moving parts. As well as the new additional strain of early voting location at Townhall.

Previous certified ROV coming back to help Moderator handles disruptions well

Groton- we have good relationships with the town manager, superintendent of schools, DPW, City too. We meet with them as needed to make sure we have what we need to run the election.

The town is willing to help. No issues there. Replace the disruptive poll worker. Talk to the disruptive voter calmly. Send them to the registrars office or get the police as last option

In handling a disruptive Pollworker that's immediate dismissal. (Hartford)Vote 31: In handling a disruptive Pollworker that's immediate dismissal. (Hartford)

Sprague: We train on de-escalation techniques.

We met with the police Chief to plan appropriate security measures. Emergency Management is available. Moderators are trained and experienced in managing any disruption.V

Old Lyme Pre-election day meeting with all involved department heads / reps such as school, police, ROV, town clerk.

All departments work collaboratively, so we have had no problems. Proud of our communication.

Project Katie. We're proud of a team that works very well together and we put together people based on their personalities that we know will work well together

Redding: we are holding an Open House to present Election Day procedures to the public. Allow people to ask questions, inspect the tabulator, etc.

We listen, and proceed from there using common sense. Pat Alston Middletown

We discuss our needs at department head meetings. I pick moderators no one wants to mess with, so few polling place issues. We (ROVs) also visit each polling place throughout the day East Lyme

We have an established crew and the process works flawlessly Easton

Sprague: Our first selectman reschedules committee meetings during EV.

Our police department is working with us. We have a policeman on duty on weekends during early voting. On Election Day they check in as often as possible.

Prospect Katie for disruptive voters. We just smile and let them vent

Southbury We get to each polling place at 5am to make sure that they get up and running smoothly.

We have a wonderful Moderator who really knows how to de-escalate

We have roaming police patrols dedicated to the polls on election day. We also have a coordination meeting with our election partners.

Presence of state police at elections. Good communication with all resources. Knowing our poll workers individually helps.

Westport has started monthly meetings with our PD FD Buildings, Schools, TC and IT regarding safety and emergency protocols. now three meetings later it's a comfortable working group.

Knowledge of moderators to touch base with registrars

Prospect Katie. Email all town offices, not to come into the conference room where early voting is being held

Sprague: Helping with election equipment is part of their job description.

Try to keep teams intact at each polling location to build camaraderie.

TOPIC 3: ELECTION AFTERMATH AND EMS REPORTING. How to effectively debrief: what went right, wrong. How to speed up end-of-night reporting. Explaining EV budget realities to town; securing the needed funds. How to train a newbie ROV/deputy in the use of EMS system, CVRS, poll books. With multiple Early Voting days, how to avoid burnout among workers. Split shifts? Planned limit on consecutive days worked? Other suggestions?

We provide snacks and food for our poll workers which helps avoid burnout. We only have 1 polling place, so not too bad. Poll book training is easy, CVRS takes practice. EMS is hard to train people on. We like split shifts, much easier to get poll workers, and avoids exhausting them. East Haddam

We pray that we're not selected for a post election recount or audit. Vote 2: We pray that we're not selected for a post election recount or audit.

To speed it up end of night EMS reporting they need to insure that the ballot order and EMS match up

Having deputies in office more throughout the year not just election time. Experience makes you more knowledgeable in any subject

To avoid burnout, feed pole workers pay them and treat them well try and change up staff and shift and communicate with them what days and hours they want to work. Becky East Haddam

Ellington and Willington Divide up the days using different moderators and workers. For EV dDo daily tallies on paper to ease end of night reporting. Willington town officials have been supportive

Wolcott. All moderators are asked to get the numbers and return to town hall as quickly as possible Head Moderator enters everything into EMS from tapes. The workers and assistant pack up everything and bring back to town fall Moderators at each poll document any issues and suggestions and we review notes

When we staff for the election we look at number of days worked and try to keep it reasonable (no more than 4 per person). Fortunately we have a large pool to pick Fromm Woodbridge Pennell

Early voting burnout should be offset by fewer ev days.. like 3 or 4 Easton

East Hampton- some split shifts to avoid burnout-plan to limit hours for Ev so the workers don't get exhausted- will have a debriefing to discuss issues

Griswold: ROV Hires a head moderator. The poll workers work together to close down polls, moderator and two assistant Registra focus on tabulator, and they report back to Head moderator. J. Sabolesky-Griswold

Ledyard. Our wonderful Town Clerk is great doing EMS with us. On the long days we split shifts for EV.

Groton. We have more workers than we need so we can limit people as needed to not induce burnout. Our head moderator is trained in EMS and we can train anyone that needs to be.

Prospect Katie. All workers have notepads so they can take notes throughout the day

Oxford ROV's Rock! We provided a complete rationale for our needs for early voting to town officials who understood the unfunded mandate. We use 4 hour shifts for our workers for early voting to avoid burnout and limit consecutive days worked. The two of us always sit down to discuss what went wrong, if anything, to avoid conflict in the future.

We always meet with the TC to debrief which I believe is mandated. As registrar I also will assign myself as data entry person in EMS so that some stats will be in before the head Moderator begins their entry process with each Moderator giving them their results.

Start the wrap up with 15 minutes left assuming there is not a large line of voters. We try to avoid split shifts to maintain continuity. We have contests to guess how many voters there will be, to keep workers stimulated. The competition is enjoyed, as is the token prize. Easton

Post election, we review the moderators diaries and the small note pads that are supplied to each checker table for checkers to report irregularities found or reported by voters. SouthburyVote 18: Post election, we review the moderators diaries and the small note pads that are supplied to each checker table for checkers to report irregularities found or reported by voters. Southbury

Griswold we hire a head moderator that works closely with our moderator as pollworkers assist with clean up...

Wethersfield- We split shifts for EV to avoid burnout for workers. However it's hard to find workers for the weekends!

Michele- East granby- with EV still new, we decided to train all willing workers as assistant registrars(9) and moderators (5). We feel this number along with ROVs and deputies will allow us to make a schedule with no more than 4 days a week for any person . On paper it looks good..... October will be the real test.

Durham - We do a debrief after every election and ask our poll workers what hurt the most so that we can address it. We also ask what worked the best so we can enhance it.

Using EMS where there is no distractions. Split shifts and spreading out days to avoid burn out. Meeting with selectman often to assess costs related to early voting. The payroll is the largest line item and we have been pretty conservative.

We are spending more each election than the grants have given us, luckily we budgeted for this before in the current budget. Ev workers are scheduled in morn/ afternoon shifts to keep them fresh. We added 20% extra workers to accomplish this. Also we are adding a few split shift positions per polling location on Election Day.

End of day reporting: Too much clicks on EMS, Too many questions, Moderator poll report should be the same as reported in EMS. Vote 25: End of day reporting: Too much clicks on EMS, Too many questions, Moderator poll report should be the same as reported in EMS.

Prospect Katie. Plenty of breaks for the workers and we have back ups available if needed we feed them very well

Enter data in spreadsheet for speed / error checking benefits to file moderator return by midnight; EMS filing due within 48 hours.

We have enough workers so we don't have burn out for early voting. Our Town Clerk is amazing with helping us at the end of the night. Election Day, we do have some split shifts. The worst part is for the ROV and Deputy ROV it sometimes can be a 21 hour day.

EV Registrars are splitting days. We alternate workers Election night we have one poll at a time in to give their results Wallingford

Eastford Kathy we used to have a lot of noise after the polls closed and the moderator had a hard time doing the reporting. We now make sure that everyone is quiet so he can work.

Debriefing happens the next day at the same time confirming election results. Costs vs budgets is tracked before during and after election. Easton

Goshen: pair or mix poll workers for efficiency and experience. Timing end of night reporting requires preparation all day. We try to treat poll workers as a team.

Prospect Katie. Multiple computers. Head moderator is fully trained Debrief after the election with head moderators Multiple people working the tape One reads it and then 2nd inputs

Deputies should use CVRS regularly prior to Election Day so they are familiar and capable with the program.

We have runners who get a copy of the tab tape and run it back to the office. That helps with getting info in quickly.

Guilford. Yes we need suggestions to avoid EV burtnputVote 36: Guilford. Yes we need suggestions to avoid EV burtnput

Sprague: To avoid burnout, we have decided to master a specific skill. This year it's the hula hoop. 🤪😂👉

We do a lot of praying

Sprague: before the election, we schedule a meeting for 10 days after the election. We ask workers to jot down issues while at the polls.

When polls close, the two ROVs handle inputting of all data while Head Moderator and asst ROVs watch for errors. For each polling location, ROV #1 reads numbers from tape; ROV2 types them in. All watch and look for errors.