



AGENDA OF THE AD HOC COMMITTEE ON ELECTIONS

THURSDAY, JULY 23, 2020, 5:00 PM
Public may join this virtual meeting via Zoom

A. Zoom Meeting Information

- I. This item contains documents which provide call in information and instructions for the Zoom Meeting.

B. Roll Call.

- I. Alder Barbara Dorff; Alder Chris Wery; Clerk Teske; Chief of Staff Jeffreys; Terri Racine; Karen Schley, Susan Smith; H. Smet; Prof. Alison Staudinger.

C. Approval of the Agenda.

- I. Approval of the Agenda for July 23, 2020.

D. Approval of Minutes.

- I. Approval of the Minutes from the meeting on July 9, 2020.

E. Regular Business.

- I. Discussion with possible action on setting future meeting dates for August and September.

F. Regular Business--Polling Locations

- I. Discussion with possible action on the updated list of polling locations, and the addition of a possible Early In-Person Absentee Polling Location, as well as a polling location near Lambeau Field.

G. Regular Business--Poll Workers.

- I. Consideration with possible action on the number of poll workers committed for the August 11, 2020 elections.

H. Informational.

1. August and November Clerk's Calendar.
2. Update on "Wisconsin Safe Voting Plan" grant.

I. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Ad Hoc Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



Ad Hoc Committee on Elections 7-23-20

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/87358710402?pwd=allxWFV0SEZzSIR6TVdzL004QmZpQT09>

Meeting ID: 873 5871 0402

Password: 109169

One tap mobile

+13017158592,,87358710402#,,,,0#,,109169# US (Germantown)

+13126266799,,87358710402#,,,,0#,,109169# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 873 5871 0402

Password: 109169

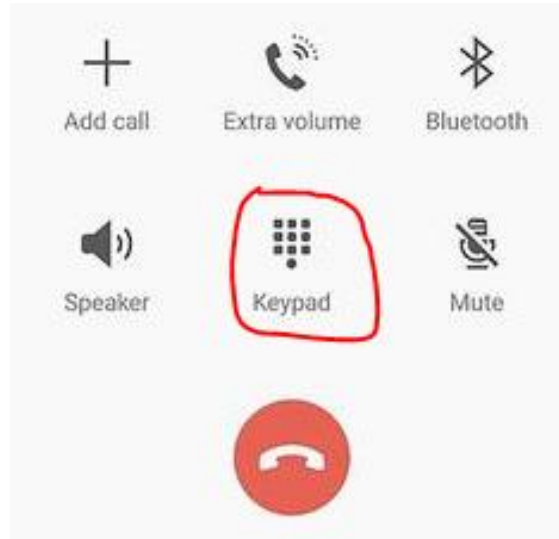
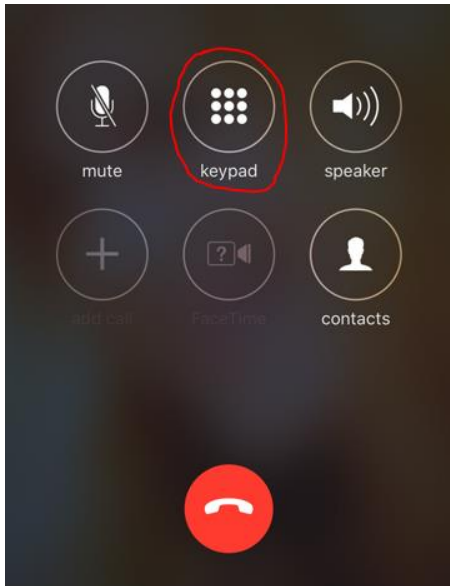
Find your local number: <https://us02web.zoom.us/u/kcbAdq9AI>

Additional Information

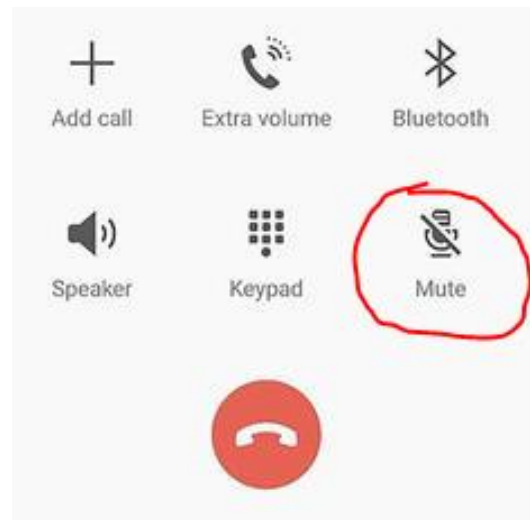
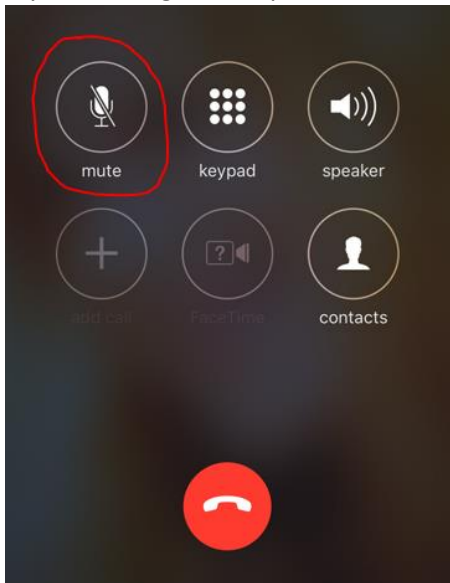
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users--if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





Report to the
Ad Hoc Committee on Elections
of the City of Green Bay

MEETING DATE

July 23, 2020

PREPARED BY

AGENDA ITEM # E.1

Discussion with possible action on setting future meeting dates for August and September.

BACKGROUND

Proposed dates (that do no conflict with other city meetings):

8/13, 8/27

9/10, 9/24

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None

August 2020 Election - Polling Locations & Wards

| Ward | Location |
|--|--|
| 1, 2 & 3 | UWGB, 2420 Nicolet Dr., 54302 |
| 4 & 19 | Christ of the Bay Lutheran Church, 450 Laverne Dr., 54311 |
| 5 & 8 | Atonement Luthern Church, 2132 Deckner Ave., 54302 |
| 6, 7, 9, & 14 | Danz Elementary School, 2130 Basten St, 54302 |
| 11 & 12 | Central Church, 831 Schoen St., 54302 |
| 13, 15, 16, 17, & 20 | Bay Beach Wildlife Sanctuary, 1660 East Shore Drive, 54302 |
| 10 & 18 | St. Bernard Parish, 2040 Hillside Ln., 54302 |
| 21 & 27 | Green Bay Metro, 901 University Ave. |
| 22 & 23 | N.E.W. Curative Rehabilitation, 2900 Curry Ln., 54311 |
| 24 | Labor Temple, 1570 Elizabeth St., 54302 |
| 26 | NeighborWorks, 437 South Jackson St, 54301 |
| 25, 36, 37, 39, & 40 | Keller Elementary School, 1806 Bond St., 54303 |
| 32 | Redeemer Lutheran Church, 210 S. Oneida St., 54303 |
| 33 & 35 | Calvary Lutheran Church, 1301 S. Ridge Rd., 54304 |
| 38 | St. Paul's United Methodist Church, 341 Wilson Ave., 54303 |
| 44 | Bridge Point Church, 2421 West Point Rd., 54304 |
| 28, 29, 30, 31, 34, 41, 42, 43, 45, 46, & 47 | Old Sears Building, 1555 Green Bay Plaza, 54304 |

2020 Election Calendar/Deadlines

August

- 25-Jun absentee ballots go out for August 11 election
- 1-Jul need to secure polling locations
- 12-Jul deadline for governing body to establish polling locations
- 22-Jul last day for electors to register by mail. Mailed registration postmarked this date
- 23-Jul in-person registration in the clerk's office begins
- 28-Jul beginning of EIPAV at the clerk's office
- 4-Aug public test of tabulating equipment
- 6-Aug last day for electors request absentee ballot by mail
- 7-Aug last day for indefinitely confined electors (etc) request absentee ballot by mail
- 8-Aug last day EIPAV, no voter registrations taken
- 11-Aug Election Day!
- 11-Aug last day (10 am to 4 pm) for hospitalized electors and sequestered jurors apply absentee, 5 pm

November

- in-person registration begins in the Clerk's office
- absentee voting begins in Clerk's office
- 14-Oct last day for electors to register by mail on online, after must register in-person
- 15-Oct first day for clerks to issue cert of registration to late registrants
- 27-Oct public test of machines
- 29-Oct last day for electors to request absentee ballots by mail, with exceptions
- 30-Oct last day for indef confined electors/military to request absentee ballots by mail
- 31-Oct last day (10 am to 4 pm) for EIPAV for electors
- 3-Nov last day (10 am to 4 pm) for hospitalized electors and sequestered jurors apply absentee, 5 pm
- 3-Nov Election Day!