

From: [Ryan Chew](#)
To: [Witzel-Behl, Maribeth](#)
Subject: recount
Date: Friday, November 20, 2020 10:56:58 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hey, Maribeth,

I hope things are going well. I imagine you're pretty confident going into the recount, and have things nailed down.

I just thought I'd offer any support you might want or need from the Election Group. We could likely provide a staffer on-site with election management experience if that were helpful, or statistical analysis done remotely.

I doubt you need it. But we are available if you do, even on short notice. Good luck!

Ryan Chew
The Elections Group
m: 312 823-3384
ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

From: [Witzel-Behl, Maribeth](#)
To: ["whitney@techandciviclife.org"](mailto:whitney@techandciviclife.org)
Subject: Accepted: Invitation: Wisconsin Safe Voting Plan Debrief @ Wed Dec 9, 2020 2:30pm - 4pm (CST) (mwitzel-behl@cityofmadison.com)

From: whitney@techandcivillife.org
To: Whitzel-Behl, Maribeth; tara.coolidge@cityofracine.org; mnelson@kenosha.org; cwooda@milwaukee.gov; josh@techandcivillife.org
Subject: Invitation: Wisconsin Safe Voting Plan Debrief @ Wed Dec 9, 2020 2:30pm - 4pm (CST) (mwitzel-behl@cityofmadison.com)
Attachments: [Attachment with redaction follows this email.](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

You have been invited to the following event.

Wisconsin Safe Voting Plan Debrief

When
Wed Dec 9, 2020 2:30pm - 4pm Central Time - Chicago
Joining info
Join Zoom Meeting

[Redacted] (ID: [Redacted], password: [Redacted])

Join by phone
(US) +1 253-215-8782 <tel:+12532158782> [Redacted] #> (passcode: [Redacted])

Joining instructions <https://urldefense.proofpoint.com/v2/url?u=https-3A_www.google.com_url-3Fq-3Dhttps-3A_applications.zoom.us_addon_invitation_detail-3FmeetingUuid-253DXPsit6NRQoWEz7PsDzn3sg-25253D-2526signature-253Dd3e38edd74eb99e1945de8c162dc7cb6b8099520f9034e3f2fb6110469bbe523-26sa-3DD-26source-3Dcalendar-26usg-3DAOvVav1w5fshzcvyZKqEmaRxoZt-5F&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=UArIdY1mj56yuwSuj0EdZNI14F8ZDs10GEWS3qJGDe=>>

Joining notes Passcode: [Redacted]
Calendar
mwitzel-behl@cityofmadison.com
Who

- whitney@techandcivillife.org
- organizer
- mwitzel-behl@cityofmadison.com
- tara.coolidge@cityofracine.org
- mnelson@kenosha.org
- cwooda@milwaukee.gov

josh@techandcivillife.org
more details » <https://urldefense.proofpoint.com/v2/url?u=https-3A_calendar.google.com_calendar_event-3Faction-3DVIEW-26eid-3DMTJiZmxodTBnaDk5YThzbTFhZGozMW92dXEgXdpdHplbC liZWhsQGNpdHlvZm lhZGlbz24uY29t-26tok-3DMjgid2hpdG5leUB0ZWNoyW5kY2l2aWNsaWZlLm9yZ2QwZjFmMTQ5N2QwZGZqOTEzZGMlZDAyZTYyOGNmNDdiMGM3NThlMzZm-26ctz-3DAmerica-252FChicago-26hl-3Den-26es-3D0&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=E9Ud8aHD8o2Wx04sJXjOLnB5DUHJulsjQ-BdWm68x0&e=>>

Agenda coming soon.

Going (mwitzel-behl@cityofmadison.com)?
Yes <https://urldefense.proofpoint.com/v2/url?u=https-3A_calendar.google.com_calendar_event-3Faction-3DRESPOND-26eid-3DMTJiZmxodTBnaDk5YThzbTFhZGozMW92dXEgXdpdHplbC liZWhsQGNpdHlvZm lhZGlbz24uY29t-26rst-3D1-26tok-3DMjgid2hpdG5leUB0ZWNoyW5kY2l2aWNsaWZlLm9yZ2QwZjFmMTQ5N2QwZGZqOTEzZGMlZDAyZTYyOGNmNDdiMGM3NThlMzZm-26ctz-3DAmerica-252FChicago-26hl-3Den-26es-3D0&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=fcgkQ1FS3RlPG9m7g2FFs7zQxJlThnsqgl_5uPn9iG0&e=>>
Maybe <https://urldefense.proofpoint.com/v2/url?u=https-3A_calendar.google.com_calendar_event-3Faction-3DRESPOND-26eid-3DMTJiZmxodTBnaDk5YThzbTFhZGozMW92dXEgXdpdHplbC liZWhsQGNpdHlvZm lhZGlbz24uY29t-26rst-3D2-26tok-3DMjgid2hpdG5leUB0ZWNoyW5kY2l2aWNsaWZlLm9yZ2QwZjFmMTQ5N2QwZGZqOTEzZGMlZDAyZTYyOGNmNDdiMGM3NThlMzZm-26ctz-3DAmerica-252FChicago-26hl-3Den-26es-3D0&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=5c1h3ljo75-KnZDrIL0X4rwwfwylrC4enkCvKyUz44&e=>>
No <https://urldefense.proofpoint.com/v2/url?u=https-3A_calendar.google.com_calendar_event-3Faction-3DRESPOND-26eid-3DMTJiZmxodTBnaDk5YThzbTFhZGozMW92dXEgXdpdHplbC liZWhsQGNpdHlvZm lhZGlbz24uY29t-26rst-3D3-26tok-3DMjgid2hpdG5leUB0ZWNoyW5kY2l2aWNsaWZlLm9yZ2QwZjFmMTQ5N2QwZGZqOTEzZGMlZDAyZTYyOGNmNDdiMGM3NThlMzZm-26ctz-3DAmerica-252FChicago-26hl-3Den-26es-3D0&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=niBnf3qnozlm23K7heYSSBVJ2hfFXCwyYfwgGqT2ei4&e=>>
more options » <https://urldefense.proofpoint.com/v2/url?u=https-3A_calendar.google.com_calendar_event-3Faction-3DVIEW-26eid-3DMTJiZmxodTBnaDk5YThzbTFhZGozMW92dXEgXdpdHplbC liZWhsQGNpdHlvZm lhZGlbz24uY29t-26tok-3DMjgid2hpdG5leUB0ZWNoyW5kY2l2aWNsaWZlLm9yZ2QwZjFmMTQ5N2QwZGZqOTEzZGMlZDAyZTYyOGNmNDdiMGM3NThlMzZm-26ctz-3DAmerica-252FChicago-26hl-3Den-26es-3D0&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=E9Ud8aHD8o2Wx04sJXjOLnB5DUHJulsjQ-BdWm68x0&e=>>

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To stop receiving future updates for this event, decline this event. Alternatively you can sign up for a Google account at <https://calendar.google.com/calendar/> and control your notification settings for your entire calendar.

Forwarding this invitation could allow any recipient to send a response to the organizer and be added to the guest list, or invite others regardless of their own invitation status, or to modify your RSVP. Learn More <https://urldefense.proofpoint.com/v2/url?u=https-3A_support.google.com_calendar_answer_37135-23forwarding&d=DwMFAQ&c=byefhD2ZumMFFQYPZBagUCDuBiM9Q9twmxaBM0hCgII&r=NB_YuTQPK0Q26EKJqPOaEenZpjs7PYZozr0_DMPT00&m=kvn-QxDxybjGRO6ELIBwPBs89Sefl9BjnrSKXDMx4&s=YT0Z0UIm3lWckvKEG90mbx43x9x-wEiInPaKthCE&e=>>

From: whitney@techandcivlife.org
To: Witziel-Behl_Maribeth@cityofracine.org; whitney@techandcivlife.org; mnelson@kenosha.org; cwoods@milwaukee.gov; josh@techandcivlife.org
Subject: Wisconsin Safe Voting Plan Debrief
Start: Wednesday, December 9, 2020 2:30:00 PM
End: Wednesday, December 9, 2020 4:00:00 PM

Agenda coming soon.

Please do not edit this section of the description.

Join Zoom Meeting (ID: [REDACTED] password: [REDACTED])

Join by phone (US) +1 253-215-8782 (password: [REDACTED])

Joining instructions: https://www.google.com/url?q=https://applications.zoom.us/join/invitation/detail?meetingUid=633DXPssinNRQwEz7P4Dy3sg%253D%253D%26signature%3D3c30ed74c4b99e19454c8c1624c7db68099520f9034c3f2f6110469bbe523&sa=D&source=calendar&usq=A0vVaw1wSfhZvVYzKqEmaRsoZL_

Password: [REDACTED]

View your event at <https://calendar.google.com/calendar/event?action=VIEW&eid=MTJjZmxodFRhbk5YThzbFRlZGozMW92dXFlbXdpdHpbC1lZWhtQGpdlHlZm1hZGltb24uY29%&tok=Mjggd2hpOG5leU0zOWNoYVW5kY2l2aWNsaWZlMm9yZ2QwZjFmMTQ5N2QwZGQ0OTEzZGMlZDAyZTYyOGNmNDI4MGM3NHlM6M&ctz=America%2FChicago&hl=en&ev=1>.

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Invitation to join the CTCL Advisory Committee
Date: Tuesday, November 17, 2020 9:05:57 AM
Attachments: [Joining the CTCL Advisory Committee.pdf](#)

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Hi Maribeth,

I'm following up on our conversation last week to formally invite you to join the [Advisory Committee](#) of the Center for Tech and Civic Life. This committee consists of thoughtful and experienced election professionals who meet quarterly over the course of 18 months to advise the CTCL staff. As our team continues to develop new resources for election officials, we need feedback from the field to make sure we're creating the best materials. We admire your work to make elections more inclusive in Madison, and we would be grateful to have your thinking as we go forward.

The responsibilities of Advisory Committee members are to:

- Attend 6 90-minute meetings during your 18-month tenure from March 2021 to June 2022. All meetings will take place on a weekday during regular business hours.
- Contribute your expertise and thinking to the current and future work of CTCL.
- Share the programs of CTCL with your professional network (we'll help you!)
- Allow CTCL to publish your name as a member of the Advisory Committee.

In return, CTCL promises you:

- Opportunities to meet and share ideas with other leaders in the field of election administration.
- Meetings that start and end on time.

- An appreciation of your expertise and a commitment not to abuse your time or your generosity.
- Reimbursement for travel and accommodations to attend an in-person meeting (when safe to travel).

A longer description of the CTCL advisor role and responsibilities is attached. **Are you open to reviewing the materials and responding by Friday, December 11?** Please let me know if you have any questions. Thank you for your consideration.

Looking forward,
Whitney May

--

Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [Witzel-Behl, Maribeth](#)
To: [Verbick, Jim](#)
Subject: RE: Election tech support from U.S. Digital Response
Date: Friday, November 13, 2020 8:44:59 AM

Yet another mountain to move. Thanks, Jim!

From: Verbick, Jim
Sent: Friday, November 13, 2020 8:44 AM
To: Cherek, Rodney
Cc: Faust, David ; Edgerton, Sarah ; Witzel-Behl, Maribeth ; Lythjohan, Amanda
Subject: RE: Election tech support from U.S. Digital Response

Hi Rodney,

Thank you for the information. I will look into this.

Regarding this paragraph:

"We'll also want to spend some time with vendor asking a lot of technical questions about implementation, such as what is required on the client side, are there APIs to access the data? If this is going to be the database of record for polling places, we need to be able to access the data for website updates, interactive polling place maps, and open data. We will also need to explore the Clerk's need for feeding data to Munis and how the vendor would be able to support this business need."

I thought you had asked some of these questions in the virtual meetings you attended with our office and the MODUS folks. They could alter their system, for added costs, to allow a smoother export for Munis, but we had decided that we were able to adapt whatever the current export is in a way that we can import the data to Munis. There is also not going to be a public-facing database of polling place with MODUS. We are utilizing ArcGIS and Revote for this already. The listing of polling places for MODUS are for scheduling polling place and allocation of equipment and routing that equipment.

I will follow-up with MODUS, work with Purchasing, and we will look to get something in 2021.

Thank you,

Jim Verbick, Deputy Clerk

(pronouns: he/him/his)

City of Madison City Clerk's Office

City-County Building-Room 103,

210 Martin Luther King Jr. Blvd. 53703

TEL: (608) 266-4601

FAX: (608) 266-4666 FAX: (608) 266-4666

jverbick@cityofmadison.com

Follow us on Twitter [@MadisonWIClerk](#)

"We exist to assist"

From: Cherek, Rodney <RCherek@cityofmadison.com>
Sent: Thursday, November 12, 2020 3:49 PM
To: Verbick, Jim <JVerbick@cityofmadison.com>
Cc: Faust, David <DFaust@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Lythjohan, Amanda <ALythjohan@cityofmadison.com>
Subject: RE: Election tech support from U.S. Digital Response

Hi, Jim,

Thanks for checking in on your request.

Given the cost is nearly \$30k / year, this means, usually, that there needs to be other competitive quotes. This is based off of Purchasing's guidelines document found on their page at

<https://www.cityofmadison.com/employeeet/finance/purchasing#guide>. You will need to work with Purchasing. They will be able to guide you through the process.

Once you know who the vendor is, you will need to submit a “[New Software Request](#)” form. The New Software Request Process (APM 3-20 pdf) applies to all software and online services, including free software. Approval is required for all software, including downloaded, web-based and equipment embedded with software on City-owned devices, regardless of price.

The Purchasing Guidelines apply to all software purchases and must be followed. City Attorney and Risk review are required because software and online services come with a set of legal terms (sometimes known as an End User License Agreement or EULA). The EULA is a contract. City staff are not authorized to sign, click or agree to any legal terms, even for free software.

We’ll also want to spend some time with vendor asking a lot of technical questions about implementation, such as what is required on the client side, are there APIs to access the data? If this is going to be the database of record for polling places, we need to be able to access the data for website updates, interactive polling place maps, and open data. We will also need to explore the Clerk’s need for feeding data to Munis and how the vendor would be able to support this business need.

The documentation provided that you provided for the Modus software is, very dated (old), although the document metadata indicates it was created in November of 2019. We are hoping that there is updated documentation because at first glance, the Standard Agreement document mentions a minimum operating system of Windows XP, and needing to allow Silverlight. Windows XP went end-of-life in April 2014. This is of concern that a vendor would be mentioning they support such outdated operating system. Silverlight went end-of-life on October 12th of this year, and it only works on IE, which is also ending.

The vendor mentions that they are working towards a new version with a target date of 4th quarter 2020. We are concerned that they were not there at least a year ago. When Dave Faust looked at their website, he was unable to find any information related to their technical architecture which is another concern about their viability as a vendor.

There are both procurement and technical challenges that need to be met. Because of those, implementing in 2020 will not occur.

I think, at a minimum, we need updated technical architecture specifications from Modus. Please reach out to them to ask for updated technical architecture specifications.

Thank you,



Rodney Cherek, Project Manager
Project Management Office Team

Information Technology

City of Madison, WI

(608) 266-9213

RCherek@cityofmadison.com

www.cityofmadison.com

>>> The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by

phone, or by mail. <<<

From: Verbick, Jim <JVerbick@cityofmadison.com>
Sent: Thursday, November 12, 2020 10:35 AM
To: Cherek, Rodney <RCherek@cityofmadison.com>
Cc: Faust, David <DFaust@cityofmadison.com>; Edgerton, Sarah <SEdgeron@cityofmadison.com>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Lythjohan, Amanda <ALythjohan@cityofmadison.com>
Subject: RE: Election tech support from U.S. Digital Response

Good morning,
Is there any update from IT regarding this?
Sincerely,

Jim Verbick, Deputy Clerk

(pronouns: he/him/his)

City of Madison City Clerk's Office
City-County Building-Room 103,
210 Martin Luther King Jr. Blvd. 53703
TEL: (608) 266-4601
FAX: (608) 266-4666 FAX: (608) 266-4666
jverbick@cityofmadison.com
Follow us on Twitter [@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

"We exist to assist"

From: Verbick, Jim
Sent: Monday, November 9, 2020 4:33 PM
To: Cherek, Rodney <RCherek@cityofmadison.com>
Cc: Faust, David <dfaust@cityofmadison.com>; Edgerton, Sarah <sedgerton@cityofmadison.com>; Witzel-Behl, Maribeth <mwitzel-behl@cityofmadison.com>; Lythjohan, Amanda <alythjohan@cityofmadison.com>
Subject: FW: Election tech support from U.S. Digital Response
Including Amanda.

From: Verbick, Jim
Sent: Monday, November 9, 2020 3:12 PM
To: Cherek, Rodney <RCherek@cityofmadison.com>
Cc: Faust, David <dfaust@cityofmadison.com>; Edgerton, Sarah <sedgerton@cityofmadison.com>; Witzel-Behl, Maribeth <mwitzel-behl@cityofmadison.com>
Subject: RE: Election tech support from U.S. Digital Response

Good afternoon,
I wanted to follow-up on this, now that the election is (somewhat) in our rear-view mirror and we are able to breathe a little. To answer the below items:

1. I believe we have budgeted for a \$30,000 subscription fee that MODUS had priced for us.
2. In late January, I had filled out a project request form ([Project Request Form](#)), is this the same thing?
3. Rodney, if you recall, we put together a listing of priorities in election management software. I think this was compiled and sent around in May. I attached a copy to the email.

We ran into numerous situations in this last election, where we were failed by our current system that uses multiple spreadsheets and databases that do not sync together. None of these failures were critical, but they easily could have been had we not caught them at the last minute.

We have an opportunity to use some of our Center for Tech and Civic Life grant money to pay for

installation and a pro-rated subscription fee for the remainder of 2020, in order to get everything up and running and for us to be trained before the February 16, 2020 election. Is this something that would be feasible? I have included the three documents from MODUS regarding the possibility of moving forward on this. Please let me know if I have missed anything.

Sincerely,

Jim Verbick, Deputy Clerk

(pronouns: he/him/his)

City of Madison City Clerk's Office

City-County Building-Room 103,

210 Martin Luther King Jr. Blvd. 53703

TEL: (608) 266-4601

FAX: (608) 266-4666 FAX: (608) 266-4666

jverbick@cityofmadison.com

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"We exist to assist"

From: Cherek, Rodney <RCherek@cityofmadison.com>

Sent: Thursday, August 27, 2020 2:29 PM

To: Quieto, Michael <MQuieto@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>

Cc: Faust, David <DFaust@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>

Subject: RE: Election tech support from U.S. Digital Response

Hi all,

My understanding of looking at the MODUS software was to get some ideas of what we wanted in a software for handling election workflows for the city. To move on to building something is premature. I believe our next steps as a team needs to be that we assess what is really needed and where we want to go from here:

- 1) Need to find out the clerk's office available budget? Do we have something for 2020, 2021, 2022, etc??? Determine how much we have, which budget is it in, and what team is paying for the software.
- 2) Fill out the APM 3-20 Software Acquisition form. Whether we build or buy, this procedure must be followed.
- 3) Create a list of election requirements we need the software to accommodate. We need to make sure that whatever we obtain, meets all your business needs and makes your work easier.

At a minimum, we need to complete steps 1 and 2, so we can come up with a schedule to move this forward. Most of these tasks require time from decision makers and subject matter experts in the clerk's office. I can make myself available to help work through these steps, just let me know.

Thank You,



Rodney Cherek, Project Manager

Project Management Office Team

Information Technology

City of Madison, WI

(608) 266-9213

RCherek@cityofmadison.com

>>> **The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by phone, or by mail.** <<<

From: Quietto, Michael <MQuietto@cityofmadison.com>
Sent: Thursday, August 27, 2020 7:50 AM
To: Cherek, Rodney <RCherek@cityofmadison.com>
Subject: FW: Election tech support from U.S. Digital Response

Hey Rodney,

Just out of due diligence, should we be evaluating the free option for poll worker software described below (PDF attached)?

This is basically the opposite model of MODUS, where we would get something custom-built for free that the developer would then walk away from and IT would maintain.

Mike

From: CTCL <keegan@techandciviclife.org>
Sent: Wednesday, August 26, 2020 8:00 AM
To: Quietto, Michael <MQuietto@cityofmadison.com>
Subject: Election tech support from U.S. Digital Response

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U.S. Digital Response

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Election tech support from U.S. Digital Response

Every community depends on their local election office to lead a voting process that is secure and inclusive. But too often election officials must spend their limited resources struggling against outdated technology, all while facing a steadily growing list of responsibilities that include equipping voting locations for all sorts of contingencies, virtually training poll workers, and educating voters about their options to safely participate in elections. Time is every local election office's most precious resource right now.

If your election office needs support troubleshooting technology, streamlining your workflows, updating your website, or anything else, we encourage you to contact the U.S. Digital Response Elections team. They're 100% free, non-partisan, and provide

fast, high-quality solutions to fit your needs on a tight timeline.

Led by Robin Carnahan (former Missouri Secretary of State and former Co-Chair of both the Elections and Securities Committees of the National Association of Secretaries of State), the [US Digital Response Elections team](#) is a group of entirely pro-bono, senior technologists who are available to help with any technical need elections offices are facing, and are already doing so with a wide-variety of counties. They have [existing offerings](#) for [VBM applications](#), [poll worker recruitment](#), [local election office websites](#), [elections support tools](#), and a number of other initiatives, and they can also build something custom to suit your needs. CTCL has already successfully partnered with them on various projects, and highly recommends reaching out to them with any need you may have.

Ready to get the ball rolling? Questions about their services? Email the team directly at elections@usdigitalresponse.org, or request help [here](#).

| | | |
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From: [Whitney May](#)
To: [Coolidge, Tara](#); [Witzel-Behl, Maribeth](#); [Michelle Nelson](#); cwooda@milwaukee.gov
Cc: [Josh Goldman](#)
Subject: WI Safe Voting Plan Debrief: What times work best for you?
Date: Thursday, November 12, 2020 3:17:39 PM

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Hello Michelle, Maribeth, Claire, and Tara.

Congratulations on administering a safe and secure election for your voters this fall! I hope you're rested, healthy, and ready for whatever comes next.

My colleague, Josh (cc'd), and I would like to host a 90-minute debrief with you in December. The goal of the debrief is for you to connect and share ideas with each other, reflecting on your experience with the August & November elections and also looking towards the future.

We'll use the following questions to help guide the conversation. You're invited to bring your own questions for the group, too.

- What's one thing (out of many!) that you are proud to highlight about your office's work during this past election cycle?
- Looking back at this election cycle, what's one thing you would do differently?
- Did you adequately meet the needs of everyone you were hoping to serve, without gaps or disparities?
- Cities, states, and outside groups are beginning to understand the high impact of investing in election administration. Looking ahead to 2021 and beyond, what could your office do if you had more financial resources?

Please complete this [Doodle](#) by Tuesday, November 17.

Questions? Suggestions? Let us know!

Thanks for your time and all you do for your cities.

Looking forward,
Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

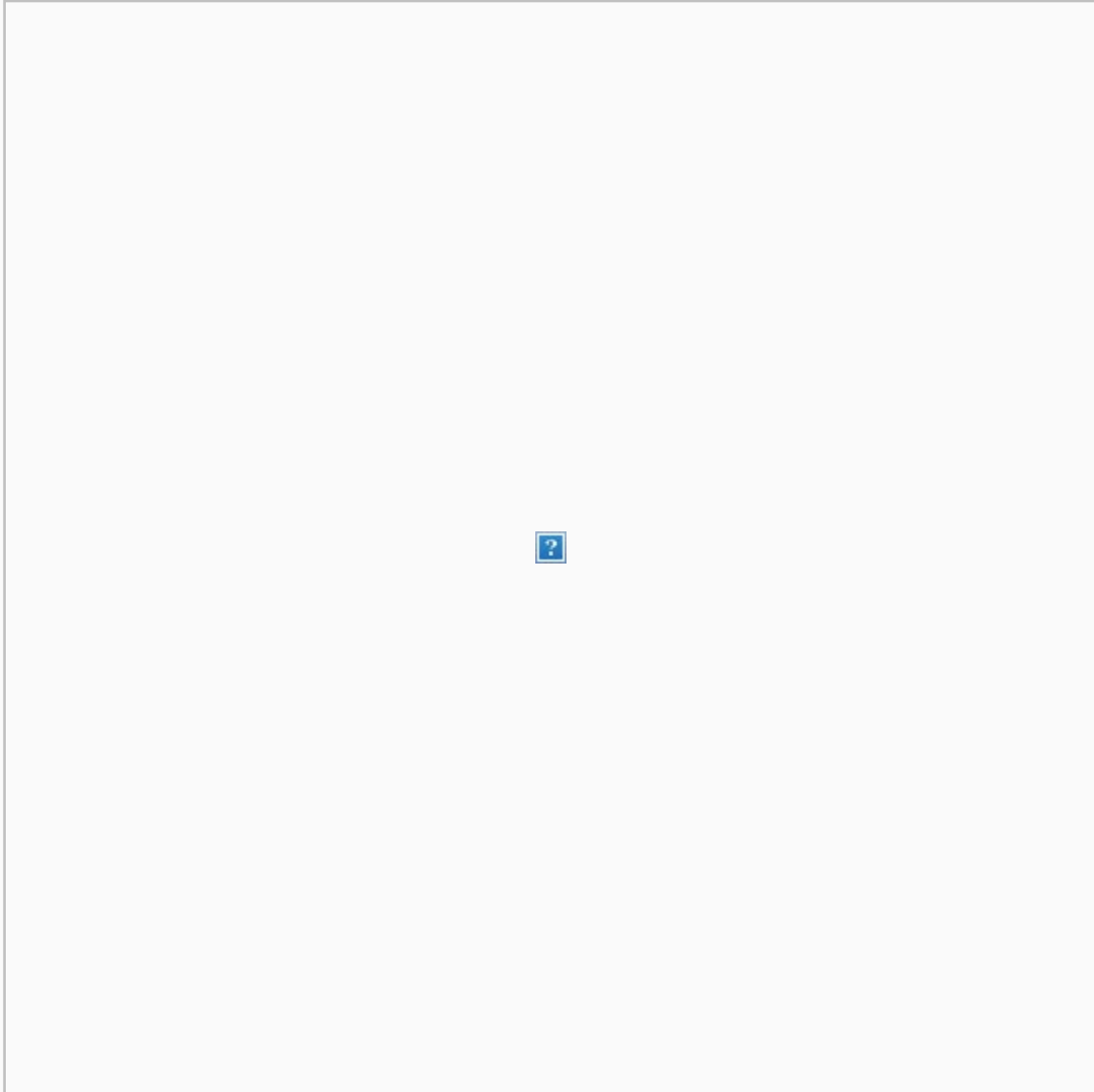
whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Amber McReynolds, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: There's still work to do
Date: Tuesday, November 10, 2020 6:05:12 PM

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While much of the nation begins to move on from the election, it's important to remember that officials across the country are counting ballots to ensure the integrity of our votes. These public servants have performed their duty under immense pressure and in unprecedented circumstances with the ongoing pandemic.

We want to begin this election update by saying thank you to every single election official, poll worker, and everyone else who pitched in to make this one of the most successful elections in history. Your work has not gone unnoticed. To the team at the National Vote at Home Institute, all of you are heroes.

National Vote at Home Institute Top News Hits

Below we are featuring some of the top stories featuring the National Vote at Home Institute from the 2020 election cycle. Share them on social media and help us continue to reach more voters across the country!



CEO, Amber McReynolds on All In with Chris Hayes on Election Night



100 Million Ballots, Experts Say 'Heaven & Earth' Being Moved For Election Mail



Fact check: Can you change your vote after it's been cast?



As Counting Begins, a Flood of Mail Ballots Complicates Vote Tallies



Early voting continues to soar as Texas passes total turnout from 2016



Early Voting Shines Spotlight on Consolidated Voting-Equipment Market



Presidential election updates from 5 key states



Meet the Woman Behind the Country's Effort to Embrace Mail Voting in 2020



Still waiting for a winner? Blame outdated mail-in ballot counting laws in seven states

So what's the deal with Recounts?

As counting continues, it's becoming clear that a few states have particularly close margins in the presidential election. At this point, it appears likely that recounts could take place in Wisconsin and Georgia. Here are three top lines to keep in mind and we'll follow up with more information as things become clearer.

1. Recounts are pretty common in elections. We saw recounts in both 2018 and 2016.
2. Each state has different laws governing how recounts work.
3. Recounts are in some ways a security feature to ensure that every vote

was counted and every voice was heard.

We know there's a lot of noise online about this election, but it's important to remember that it was a huge success thanks to the hard work of election officials.

Americans voted in record numbers and thanks to early voting, we saw fewer lines and issues at the polls on election day. Thank you to everyone who helped make that happen.

We will continue to keep you informed as the count continues and votes get certified.

Thank you again,

Amber McReynolds
Chief Executive Officer
National Vote at Home Institute



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From: [Witzel-Behl, Maribeth](#)
To: [Verbick, Jim](#)
Subject: RE: Election tech support from U.S. Digital Response
Date: Monday, November 9, 2020 5:07:00 PM

We haven't gone through the Center for Tech & Civic Life protocols for transferring funds around, but we should have funds available in our 2020 budget because we estimated quite high for election equipment repairs.

From: Verbick, Jim
Sent: Monday, November 9, 2020 4:33 PM
To: Cherek, Rodney
Cc: Faust, David ; Edgerton, Sarah ; Witzel-Behl, Maribeth ; Lythjohan, Amanda
Subject: FW: Election tech support from U.S. Digital Response
[Including Amanda.](#)

From: Verbick, Jim
Sent: Monday, November 9, 2020 3:12 PM
To: Cherek, Rodney <RCherek@cityofmadison.com>
Cc: Faust, David <dfaust@cityofmadison.com>; Edgerton, Sarah <sedgerton@cityofmadison.com>; Witzel-Behl, Maribeth <mwitzel-behl@cityofmadison.com>
Subject: RE: Election tech support from U.S. Digital Response

Good afternoon,

I wanted to follow-up on this, now that the election is (somewhat) in our rear-view mirror and we are able to breathe a little. To answer the below items:

1. I believe we have budgeted for a \$30,000 subscription fee that MODUS had priced for us.
2. In late January, I had filled out a project request form ([Project Request Form](#)), is this the same thing?
3. Rodney, if you recall, we put together a listing of priorities in election management software. I think this was compiled and sent around in May. I attached a copy to the email.

We ran into numerous situations in this last election, where we were failed by our current system that uses multiple spreadsheets and databases that do not sync together. None of these failures were critical, but they easily could have been had we not caught them at the last minute.

We have an opportunity to use some of our Center for Tech and Civic Life grant money to pay for installation and a pro-rated subscription fee for the remainder of 2020, in order to get everything up and running and for us to be trained before the February 16, 2020 election. Is this something that would be feasible? I have included the three documents from MODUS regarding the possibility of moving forward on this. Please let me know if I have missed anything.

Sincerely,

Jim Verbick, Deputy Clerk

(pronouns: he/him/his)

City of Madison City Clerk's Office

City-County Building-Room 103,

210 Martin Luther King Jr. Blvd. 53703

TEL: (608) 266-4601

FAX: (608) 266-4666 FAX: (608) 266-4666

jverbick@cityofmadison.com

Follow us on Twitter [@MadisonWIClerk](#)

"We exist to assist"

From: Cherek, Rodney <RCherek@cityofmadison.com>

Sent: Thursday, August 27, 2020 2:29 PM

To: Quieto, Michael <MQuieto@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>

Cc: Faust, David <DFaust@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>

Subject: RE: Election tech support from U.S. Digital Response

Hi all,

My understanding of looking at the MODUS software was to get some ideas of what we wanted in a software for handling election workflows for the city. To move on to building something is premature. I believe our next steps as a team needs to be that we assess what is really needed and where we want to go from here:

- 1) Need to find out the clerk's office available budget? Do we have something for 2020, 2021, 2022, etc??? Determine how much we have, which budget is it in, and what team is paying for the software.
- 2) Fill out the APM 3-20 Software Acquisition form. Whether we build or buy, this procedure must be followed.
- 3) Create a list of election requirements we need the software to accommodate. We need to make sure that whatever we obtain, meets all your business needs and makes your work easier.

At a minimum, we need to complete steps 1 and 2, so we can come up with a schedule to move this forward. Most of these tasks require time from decision makers and subject matter experts in the clerk's office. I can make myself available to help work through these steps, just let me know.

Thank You,



Rodney Cherek, Project Manager
Project Management Office Team
Information Technology
City of Madison, WI
(608) 266-9213
RCherek@cityofmadison.com
www.cityofmadison.com

>>> The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by [phone](#), or by [mail](#). <<<

From: Quieto, Michael <MQuieto@cityofmadison.com>

Sent: Thursday, August 27, 2020 7:50 AM

To: Cherek, Rodney <RCherek@cityofmadison.com>

Subject: FW: Election tech support from U.S. Digital Response

Hey Rodney,

Just out of due diligence, should we be evaluating the free option for poll worker software described below (PDF attached)?

This is basically the opposite model of MODUS, where we would get something custom-built for free that the developer would then walk away from and IT would maintain.

Mike

From: CTCL <keegan@techandciviclife.org>
Sent: Wednesday, August 26, 2020 8:00 AM
To: Quieto, Michael <MQuieto@cityofmadison.com>
Subject: Election tech support from U.S. Digital Response

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U.S. Digital Response

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Forward

Election tech support from U.S. Digital Response

Every community depends on their local election office to lead a voting process that is secure and inclusive. But too often election officials must spend their limited resources struggling against outdated technology, all while facing a steadily growing list of responsibilities that include equipping voting locations for all sorts of contingencies, virtually training poll workers, and educating voters about their options to safely participate in elections. Time is every local election office's most precious resource right now.

If your election office needs support troubleshooting technology, streamlining your workflows, updating your website, or anything else, we encourage you to contact the U.S. Digital Response Elections team. They're 100% free, non-partisan, and provide fast, high-quality solutions to fit your needs on a tight timeline.

Led by Robin Carnahan (former Missouri Secretary of State and former Co-Chair of both the Elections and Securities Committees of the National Association of Secretaries of State), the [US Digital Response Elections team](#) is a group of entirely pro-bono, senior technologists who are available to help with any technical need elections offices are facing, and are already doing so with a wide-variety of counties. They have [existing offerings](#) for [VBM applications](#), [poll worker recruitment](#), [local election office websites](#), [elections support tools](#), and a number of other initiatives, and they can also build something custom to suit your needs. CTCL has already successfully partnered with them on various projects, and highly recommends reaching out to them with any need you may have.

Ready to get the ball rolling? Questions about their services? Email the team directly at elections@usdigitalresponse.org, or request help [here](#).



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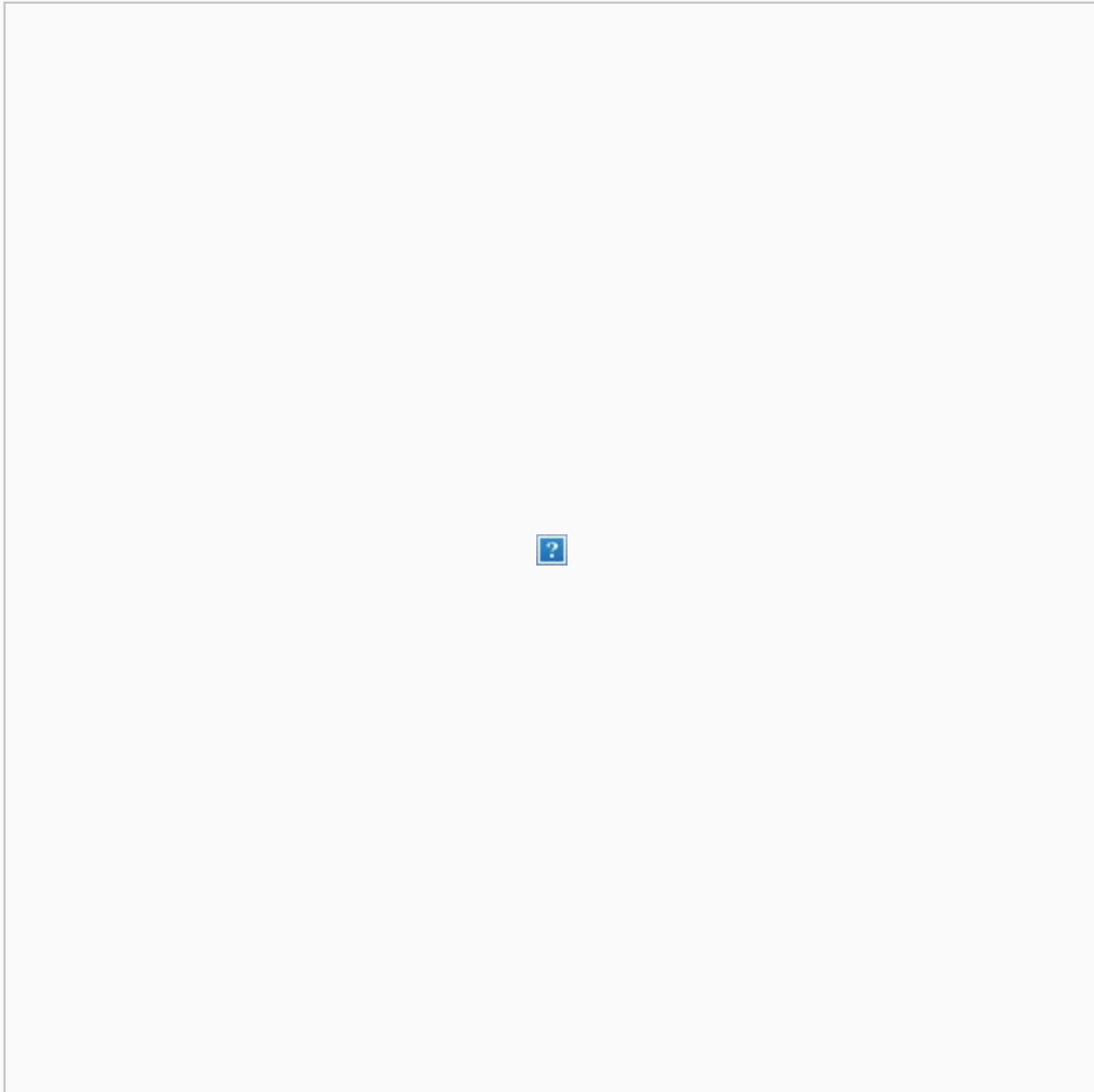
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From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Some Thursday night reading
Date: Thursday, November 5, 2020 8:41:36 PM

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It's Thursday night, and like every American, we're patiently waiting for election officials to finish counting votes. It's worth reminding everyone that while we all want to know the unofficial results, it takes time and we must respect the process.

As our wait goes on, however, we are seeing more and more

misinformation and disinformation. [We are live factchecking with our partners at Ideas42 and you can get in on the action by clicking here.](#)

However, there are some important things we want to clarify with you, and all voters, tonight. Here they are.

Poll watching is a time-honored part of American elections, and the practice facilitates transparency in free and fair elections. Nearly [all states have rules](#) governing how many poll watchers may participate, and how far they must be from official election operations to maintain the privacy and security of voter information. While some poll watching rules have changed slightly to maintain healthy working environments during the pandemic, election officials have provided additional transparency measures like [livestreams](#) and increased press conferences to ensure Americans have access to the ballot counting process.

Voting by mail has not been partisan, according to [research](#) conducted as recently as this spring at Stanford University and others. Misinformation about the process over the summer and fall has unfortunately sewn doubt in the process with some voters, but voters have historically used mail ballots to elect candidates of both parties in states across the political spectrum including Washington, Utah, Colorado and more.

There are [many security features](#) built into the mail ballot process that give voters confidence that their vote will be counted. Most state election administrators offer information about these security features including signature verification, individualized barcoding, postmarks to show time of delivery, and more.

Ultimately, voters deserve to have options to vote safely and securely. It is important that Americans get the most accurate information possible about voting methods available to them. Election officials have provided transparency

throughout the day with frequent press conferences and readily updated data. We continue to look to them for the latest as they count every vote.

It's been a long few days, and it's not over yet. Our team will be hard at work bringing Americans the information and facts they need until every ballot is counted and this election is certified.

Thanks for following along with us.

Sincerely,
NVAHI Rapid Response



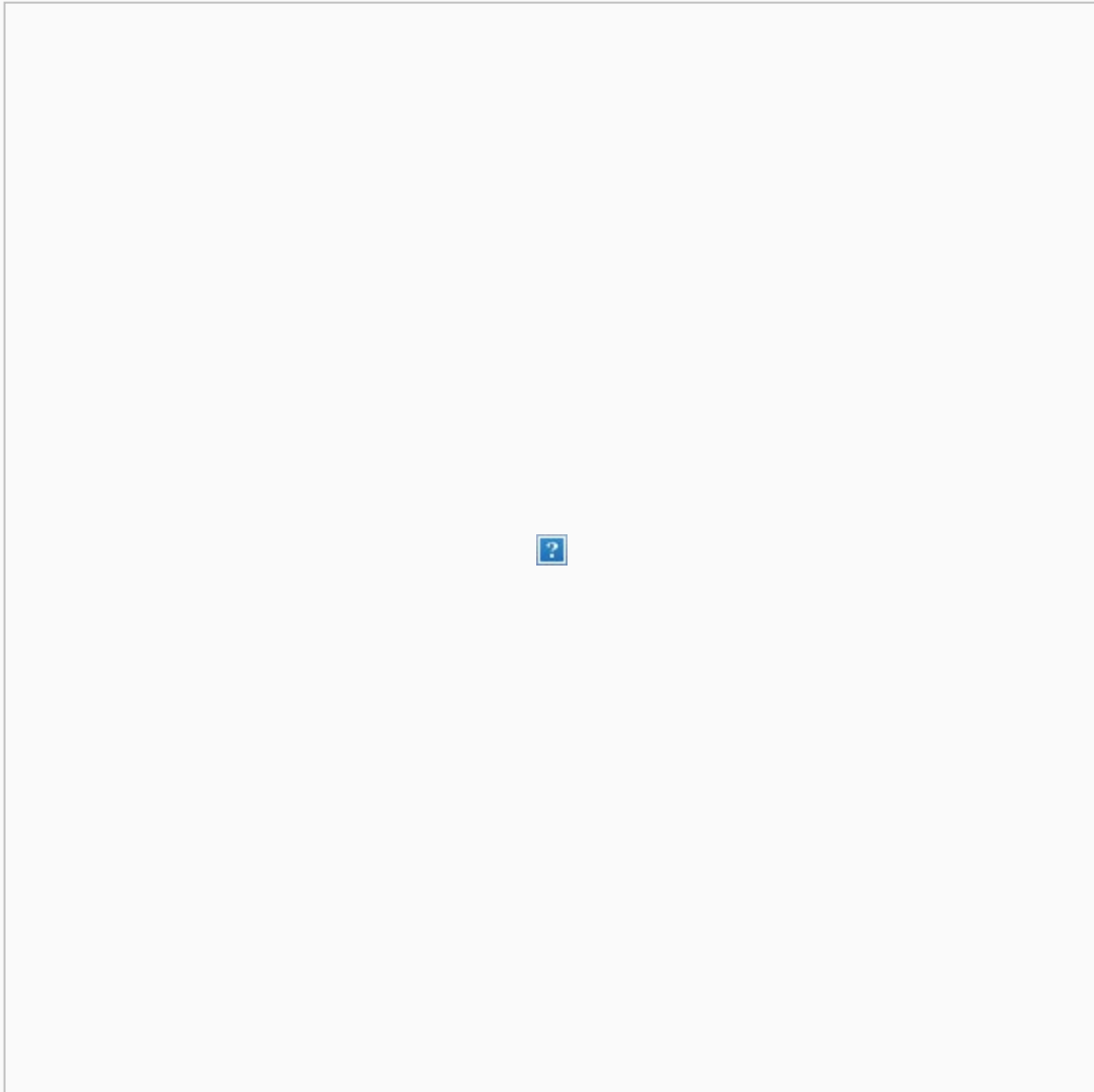
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From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Wednesday Evening Round Up
Date: Wednesday, November 4, 2020 9:18:20 PM

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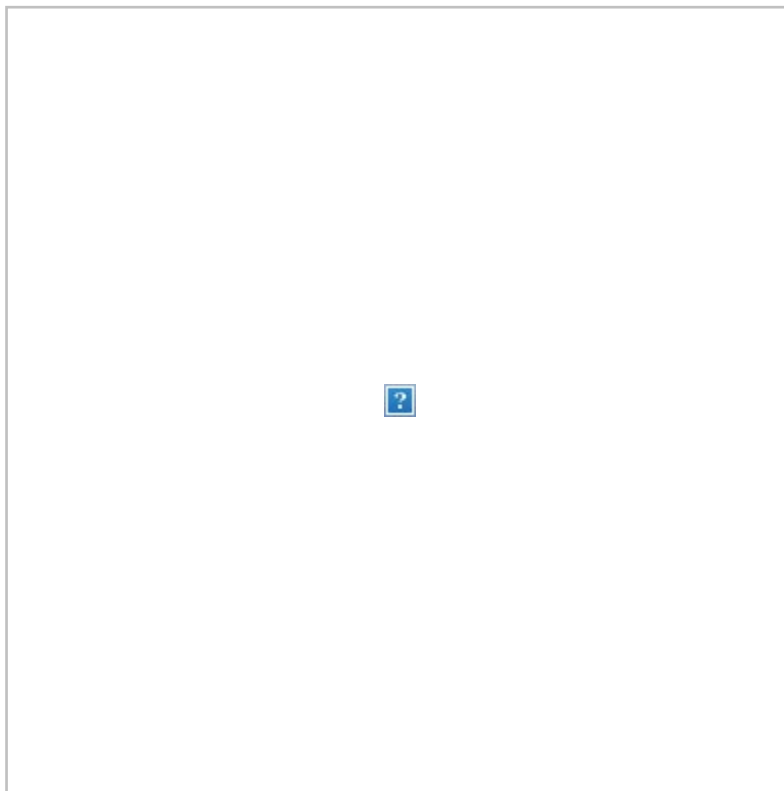
It's been another busy day for Election Officials around the country as they process ballots during this unprecedented election cycle.

While a lot of pundits have spent the day talking about how things have changed, things look largely the same as the did this morning: there are still ballots being counted and we all need to patient as we wait for

results. It is crucial that we count every vote before we can determine who has won the election.

The one major change that we are following closely, is the possibility of a recount in Wisconsin. Recounts are a normal and a pretty common part of elections. If Wisconsin, or any state, has a recount, the election system is equipped to ensure it will be safe, accurate, and secure.

Some great news we've been enjoying all day has been the record turnout in this election. We've seen 29 states join our "100 Club," meaning they had more than 100% turnout compared to 2016. Just check out the Twitter thread below!



Finally, misinformation is everywhere today. There are a couple of things you can do to monitor misinformation and make sure you have the facts.

1. Most importantly, look to your local county election officials who are the most trusted source of information.
2. [We also have a Live Fact Checking Tool you can use to see developments in real time.](#)

Our team won't be going anywhere and we'll continue to monitor developments

until every vote is counted.

NVAHI Rapid Response



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From: [Celestine Jeffreys](#)
To: [Whitney May](#); [Witzel-Behl, Maribeth](#); [Coolidge, Tara](#); [Michelle Nelson](#)
Subject: RE: Congrats!
Date: Wednesday, November 4, 2020 1:43:27 PM

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Whitney,

The City of Green Bay owes CTCL and the clerks around Wisconsin a great deal of gratitude for your patience, calm and willingness to share your knowledge.

The Election was a success!

I'm looking forward to our debriefing phone call.

Warmest regards,

Celestine

Celestine Jeffreys

Chief of Staff, Mayor's Office

City of Green Bay

From: Whitney May

Sent: Wednesday, November 4, 2020 11:01 AM

To: Witzel-Behl, Maribeth ; Coolidge, Tara ; Michelle Nelson ; Celestine Jeffreys

Subject: Congrats!

Hello Maribeth, Michelle, Tara, and Celestine.

I just saw the update from WEC -- congratulations on the heroic administration of your elections this fall! Y'all are absolute rock stars.

I hope you and your teams can get some rest soon. Looking forward to catching up soon.

If there's anything you need from CTCL in the meantime, please let me know.

Take care,

Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandciviclife.org

(919) 799-6173

she/her

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#); [Coolidge, Tara](#); [Michelle Nelson](#); [Celestine Jeffreys](#)
Subject: Congrats!
Date: Wednesday, November 4, 2020 11:01:41 AM

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Hello Maribeth, Michelle, Tara, and Celestine.

I just saw the update from WEC -- congratulations on the heroic administration of your elections this fall! Y'all are absolute rock stars.

I hope you and your teams can get some rest soon. Looking forward to catching up soon.

If there's anything you need from CTCL in the meantime, please let me know.

Take care,
Whitney

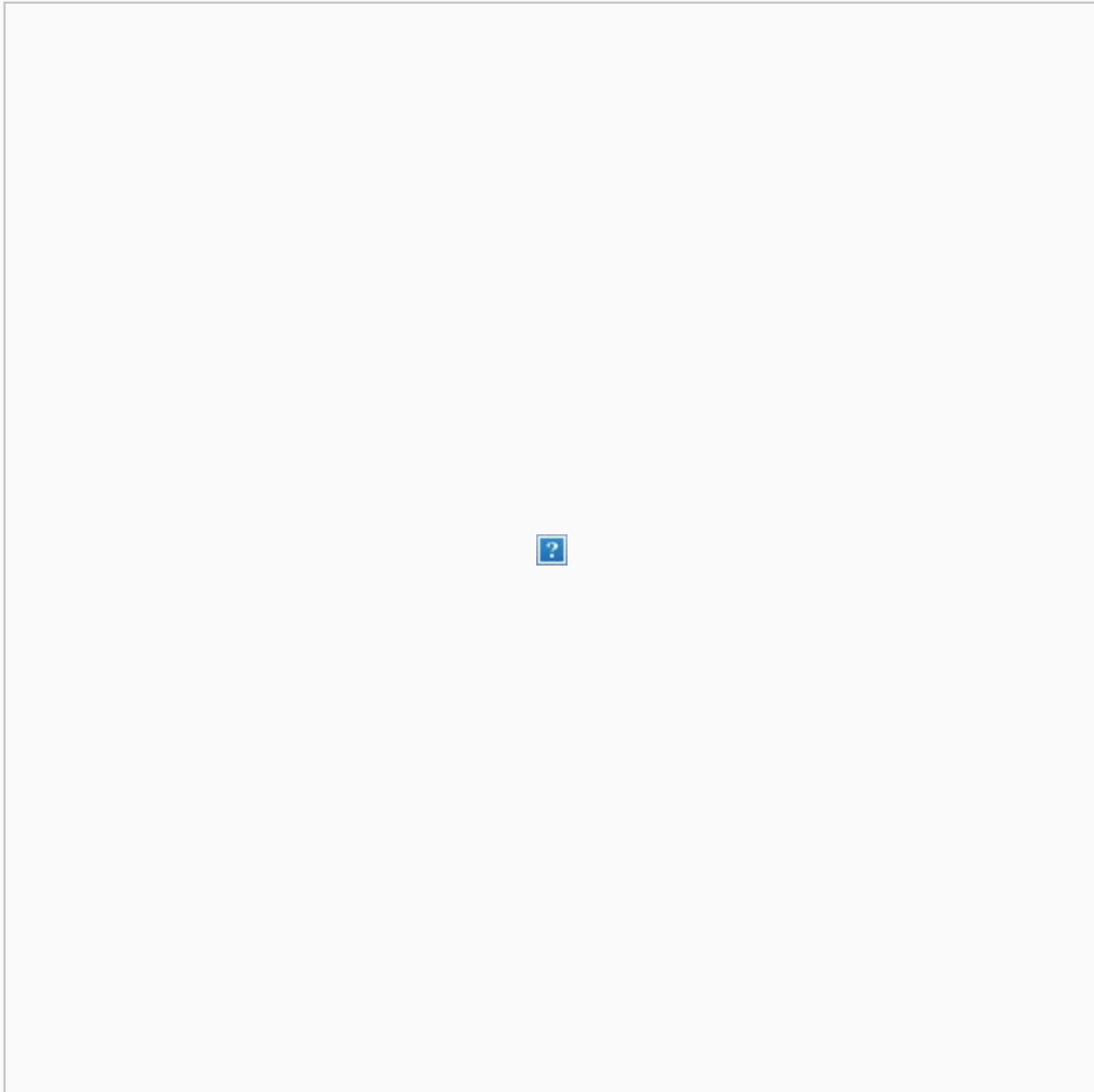
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Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: An important late night update
Date: Wednesday, November 4, 2020 4:59:49 AM

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Good morning Maribeth,

We wanted to be the first in your inbox this morning as ballots continue to be processed.

While we don't have all the answers, our team will continue to keep you updated on the latest, and support election officials as they work to carry out a

safe and secure election.

[The most up to date information will be posted on our Twitter account which you can follow here.](#)

No matter what pundits, politicians or anyone else says, our elections system is safe and secure.

We will be in touch soon with more information.

NVAHI Rapid Response



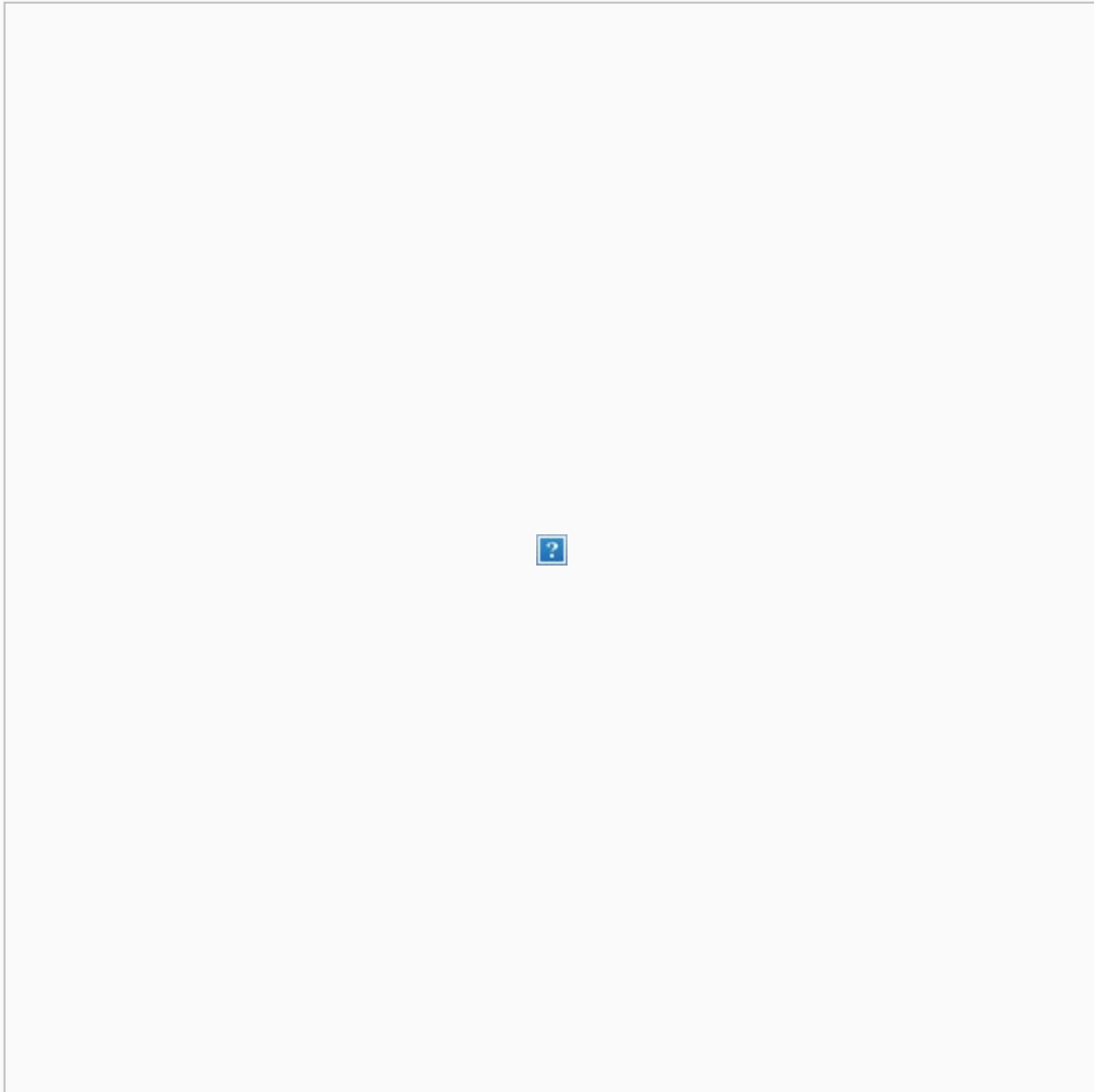
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From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: An important late night update
Date: Wednesday, November 4, 2020 2:46:52 AM

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Election Officials are still working to count every vote and make sure our elections system is safe and secure. Despite this, President Trump has incorrectly declared himself the winner of the presidential election early on Wednesday morning.

We want to be very clear: There is no evidence to support this claim.

Election officials are still hard at work processing and tabulating millions of ballots, and every single vote will be counted in accordance with applicable laws before a definitive winner can be declared.

[Read our full press release on this topic here.](#)

Here are the facts. Polls have closed across America and no new votes have been cast. The President has actively conflated casting a ballot and ballot counting — two distinct processes. The President stated that results are inconclusive in Pennsylvania and Michigan, then proceeded to assert that he prevailed in those states and others where election officials are still processing and tabulating ballots.

In the coming days, the National Vote at Home Institute will continue to put out factual, accurate and timely information about the 2020 election—just as we have always done.

We will be in touch tomorrow.

National Vote at Home Institute Rapid Response Team



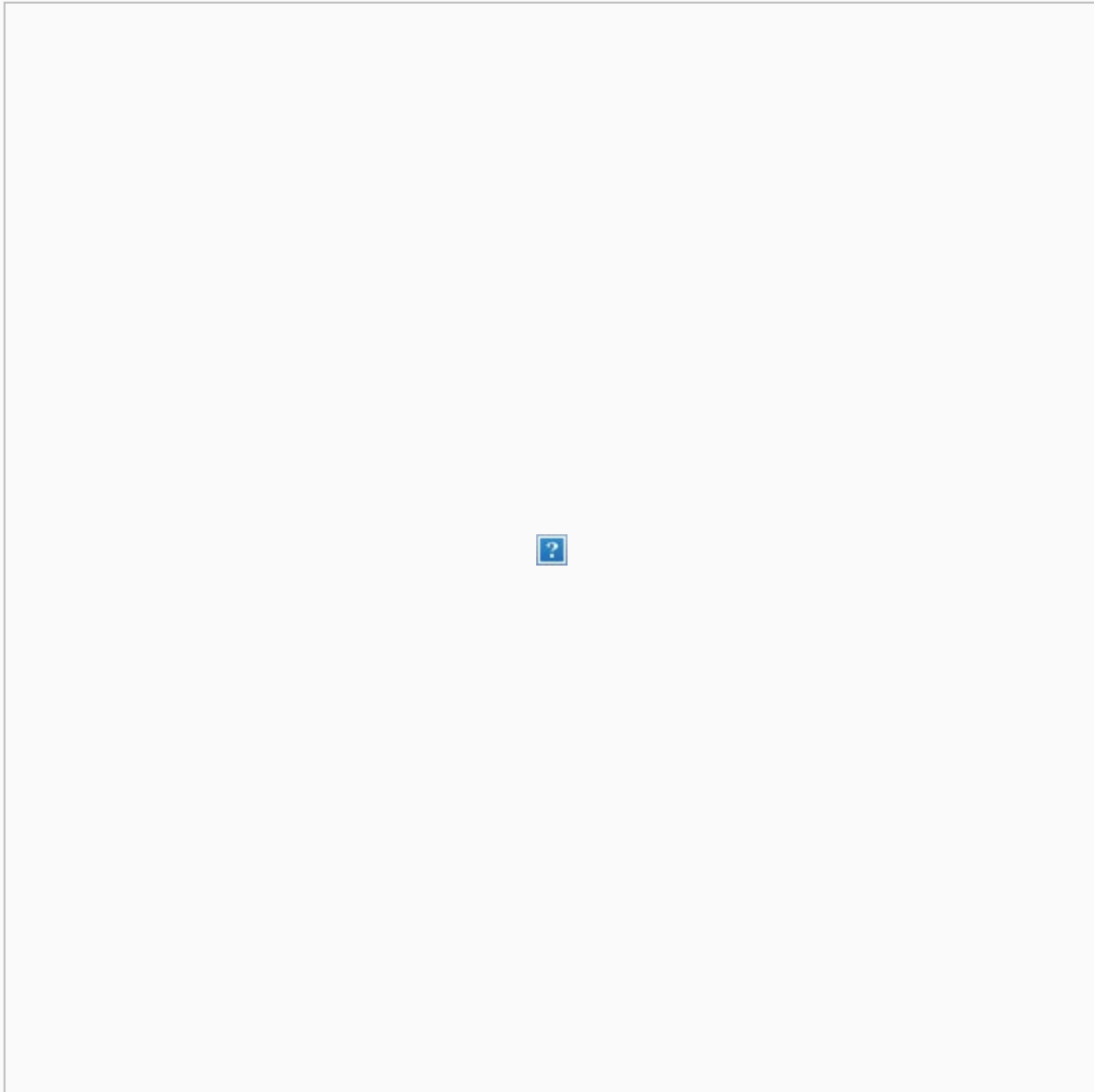
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From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: As polls close, here's what you need to know
Date: Tuesday, November 3, 2020 9:27:28 PM

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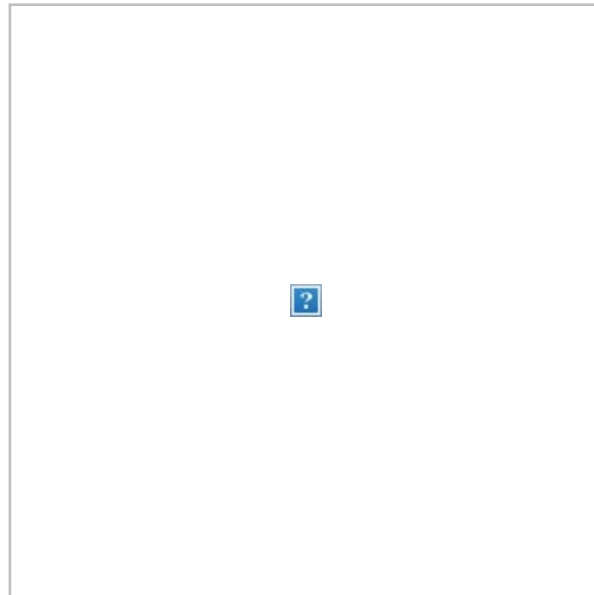
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We are still a long way from knowing the outcome of races across the country. But here's a quick update on some of the things happening on the ground.

1. The states that mailed ballots to all voters this election (CO, OR, WA, CA, HI, VT, DC, NJ) saw incredible voter turn out. It shows what we've been saying for years which is when you give voters more options to participate, they turn out.

2. Huge turnout seems the theme of the night. Just look at how many states have joined our "100 Club" this afternoon!



3. Ballot Processing is going really well across the country. Even in states where access to vote-at-home options weren't as extensive, and that have restrictive pre-processing laws, election officials are hustling to process their vote-at-home ballots quickly and accurately. **For example, Michigan is reporting 92% of early vote-at-home ballots having been processed.** There is a strong possibility of ongoing litigation across the country, so we will need to continue monitoring this closely.

4. Election Day wait times and polling place lines were greatly reduced because of record early voting numbers, enabling polling places to maintain safe, socially distanced voting.

As ballots continue to be processed, remember to remain patient and let election officials do their job. [You can continue following us on Twitter for additional updates as the night goes on.](#)

National Vote at Home Institute
Rapid Response Team



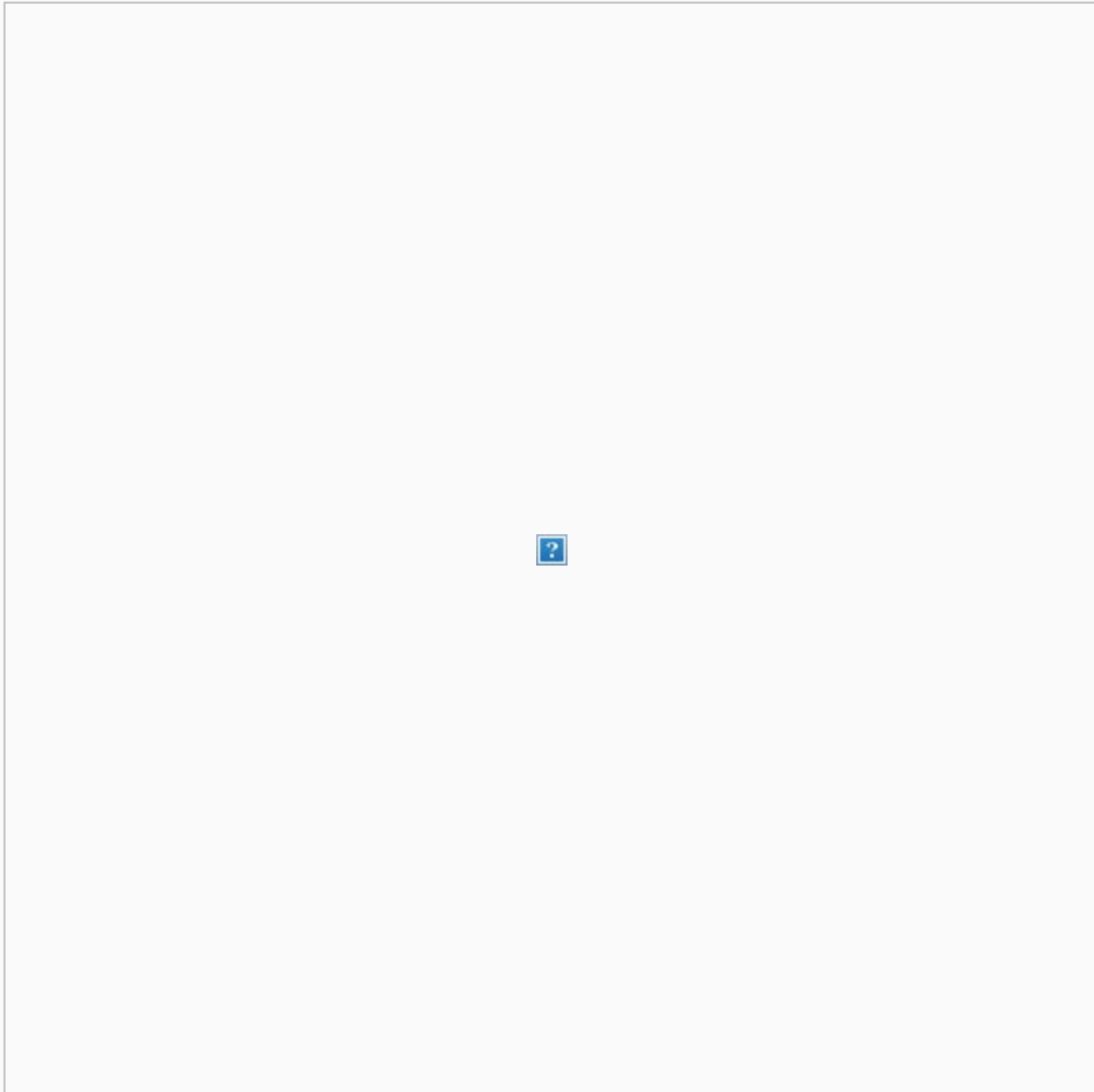
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From: [Amber McReynolds](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Here's what you need to know
Date: Tuesday, November 3, 2020 10:32:08 AM

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Election Day is finally here, Maribeth.

We have a long day ahead, but I wanted to reach out quickly to let you know how our team will be getting out factual, accurate information distributed as widely as possible.

First, you should make sure you're following us on twitter where we will posting live updates throughout the day. [Follow us here.](#)

[Follow Us On Twitter](#)

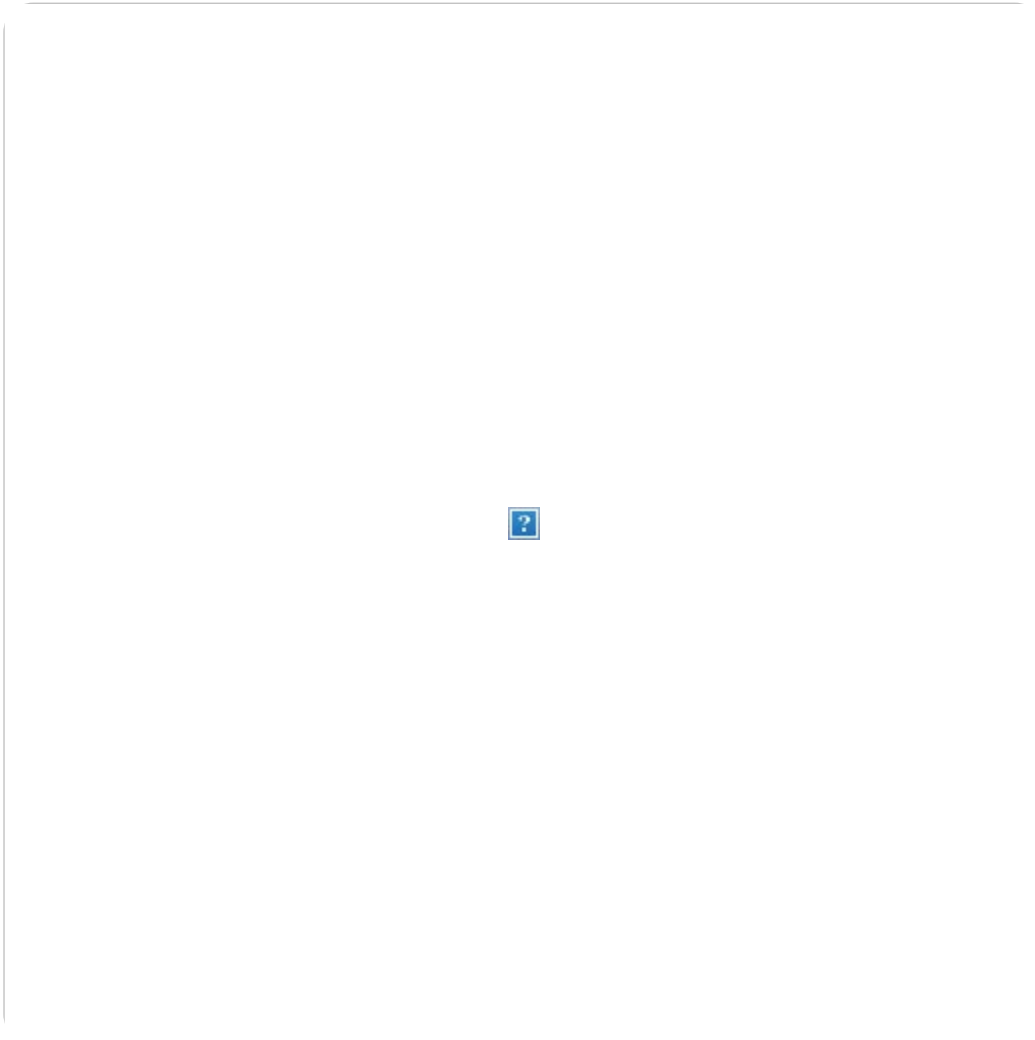


Live Fact Checking - Along with our partners at Ideas42 and We Can Vote, we are running a live fact check portal where you can get access to accurate information in real time. Click below to enter the portal and be sure to bookmark it so you can keep coming back throughout Election Day and beyond as votes are counted.

[Live Fact Checking](#)

Our team has spent weeks preparing for today to make sure we don't miss a beat. We are closely following developments in jurisdictions across the country ensuring that voters are able to safely cast their ballots and any misinformation is quickly addressed.

Our Media Center will provide reporters, election workers and members of the public with a hub where they can go for up-to-date information throughout the day as well as policy papers which provide a background on how the elections process actually works.



[Go to Our Elections Media Center](#)

There are two important things to remember today. One, that election officials have spent months preparing for this election therefore our votes will be safe

and secure. Second, it's important to remember that we probably won't have results tonight and that means the system is working.

[You can read more about the dangers of calling a race early by reading our latest policy paper here.](#)

Thanks for following along with us today. Let's do this, America!

Cheers,

Amber McReynolds
Chief Executive Officer
National Vote at Home Institute



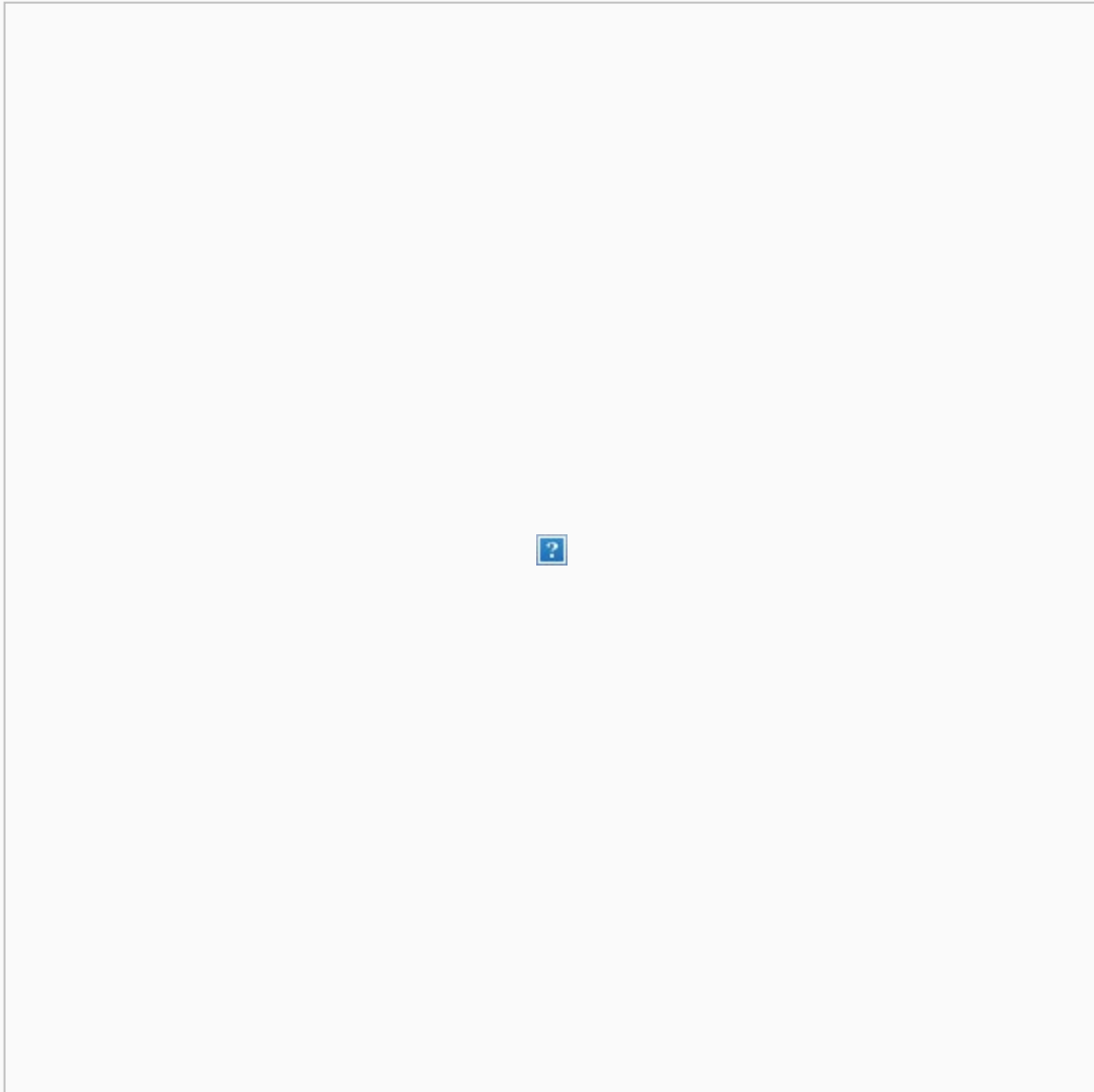
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From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: The Dangers of Calling a Race Too Early
Date: Monday, November 2, 2020 4:06:45 PM


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Happy election eve, Maribeth.

All election cycle, we've been working hard to make sure everyone has good, accurate information about voting. Now, with a little more than 24 hours before polls close, [we want to leave you with our final policy paper before the election: **The Dangers of Calling a Race Too Early.**](#)



Read Our Policy Paper Here

We've already discussed that election results will take longer this year because of restrictive state laws that limit ballot processing in a handful of states (perhaps not the ones you expect!). However, It's important to remind everyone — voters, journalists and political leaders — that the way we call races needs to change too.

This is not necessarily a new conversation. After all, does anyone remember this?



As you start to see early vote totals and results tomorrow night, it's important to remember that provisional ballots are always counted last. These provisional ballots serve as a final security stop gap to ensure no double voting or other mishaps have occurred. Many experts believe there will be more than usual this

year from voters who requested an absentee ballot but chose to vote in person.

The bottom line is this: Regardless of whether we have fast or slow results on election night, neither one is an indication of fraud. [Read more about how all of this works by reading our policy paper here.](#)

We will be putting out all kinds of rapid response information tomorrow, [so follow along with us on twitter if you're not following already!](#)

Happy almost-Election Day!

Audrey Kline
National Policy Director
National Vote at Home Institute



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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Bottari, Mary](#)
To: [Witzel-Behl, Maribeth](#)
Subject: we are going to blog on your WI Policy Forum award
Date: Friday, October 30, 2020 12:38:12 PM
Attachments: [final maribeth blog.docx](#)

would you like to give it a quick review? ON the one hand I don't want to bother you, on the other hand I thought you would like to know. Attached.

From: [Natalia Espina](#)
To: [Chang, Bonnie](#); samcdonell@gmail.com; [Mary Bottari](#); [Clerk](#); [Madison Votes](#)
Cc: [Teresa Vilmain](#); [Sam Munger](#); [Julie Emery](#)
Subject: Poll worker back-up lists WI Voices/Power the Polls
Date: Wednesday, October 28, 2020 3:16:20 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good Afternoon Madison Clerk Election staff & City Officials,

I was encouraged by my colleagues Teresa Vilmain and Sam Munger to reach out to you all prior to election day next week. I'm aware from working with multiple organizations and partners that Madison has been in GREAT shape for poll worker staffing as it pertains to Election Day so the information I'm sharing is intended to be utilized as any back-up as you all may see fit. We understand Nov 3rd is just under a week away.

Below are "strong leads" lists from [Power the Polls](#)/WI Voices and other partners recruitment efforts. We hope a good portion of these individuals have already made it through and are going to be officially working in Madison as election inspectors for Election Day. There may be names of volunteers who haven't officially made it through your process however may still be highly interested in being poll workers.

The most recent date included in this document is from 10/21. The tabs at the bottom have unique dates and the volunteer information should be unique (there shouldn't be duplicates).

[Dane Co \(Madison\) WI/PTP recruits for EC](#)

On Friday 10/30 I'll also send out one last updated list from 10/28 PLUS a back-up to the back-up list with a new list of individuals who have been identified as willing to be emergency/on-call for 11/3. We'll also send along an Election Administrator hotline phone # as an additional resource. More information on the Friday correspondence.

Let me know if there are any questions at all.

Thanks for all you do.

--

Natalia Espina, Poll Worker Recruitment Coordinator

[Wisconsin Voices](#)

cel: (262) 682-1380

email: natalia@wisconsinvoices.org

From: [Witzel-Behl, Maribeth](#)
To: [Kratowicz, Karalyn](#); [Mabrey, Stephanie](#)
Subject: FW: [Please disregard] CTCL grant agreement email
Date: Wednesday, October 28, 2020 1:48:31 PM

From: Tiana Epps-Johnson
Sent: Wednesday, October 28, 2020 1:36 PM
To: CTCL Grants Team
Subject: [Please disregard] CTCL grant agreement email

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi there,
In the process of record-keeping we inadvertently sent you an incorrect CTCL COVID Response Grant agreement.
Apologies for the noise in your inbox. Please feel free to delete.
All the best,
Tiana and the CTCL Grants Team
--
Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandciviclife.org | she/her

From: [Tiana Epps-Johnson](#)
To: [CTCL Grants Team](#)
Subject: [Please disregard] CTCL grant agreement email
Date: Wednesday, October 28, 2020 1:36:39 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

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Apologies for the noise in your inbox. Please feel free to delete.

All the best,
Tiana and the CTCL Grants Team

--

Tiana Epps-Johnson | Founder & Executive Director, [Center for Tech and Civic Life](#) | tiana@techandciviclife.org | she/her

From: [Kratowicz, Karalyn](#)
To: [Witzel-Behl, Maribeth](#); [Mabrey, Stephanie](#)
Subject: Re: Approved: CTCL COVID-19 Response Grant
Date: Wednesday, October 28, 2020 12:33:39 PM

I do not. Let me check with Mary.

From: Witzel-Behl, Maribeth
Sent: Wednesday, October 28, 2020 12:32:32 PM
To: Kratowicz, Karalyn; Mabrey, Stephanie
Subject: FW: Approved: CTCL COVID-19 Response Grant
Does anyone know what this is for? Were we expecting this?
From: grants@techandciviclelife.org
Sent: Wednesday, October 28, 2020 12:30 PM
To: Witzel-Behl, Maribeth
Subject: Approved: CTCL COVID-19 Response Grant

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Maribeth Witzel-Behl,

I'm pleased to share that Center for Tech and Civic Life has reviewed your COVID-19 Response Grant application and has approved a grant award totaling **\$5000 USD**.

We look forward to promptly disbursing funds, but first we need two things from you:

1. **Disbursement information:** Please provide payment instructions using the CTCL Grant Disbursement Form here: <https://airtable.com/shrnj1ueWISCmnPec>. Note: a member of the CTCL COVID-19 Response Grants team will verify payment details before transmitting funds.
2. **Signed grant agreement:** To release funds CTCL must have a signed copy of your jurisdiction's grant agreement. Please find the agreement for signature attached. Return a signed copy to grants@techandciviclelife.org at your earliest convenience. Note: Would you prefer a grant for **less** than the amount CTCL has awarded? Simply respond to this email with your preferred total grant amount and we will update your agreement accordingly.

Once you've (1) submitted payment instructions using the [CTCL Grant Disbursement Form](#) and (2) returned a signed grant agreement to grants@techandciviclelife.org, CTCL will process a single payment for the full grant amount.

You can select one of three payment methods with the following disbursement times:

- Wire transfer: 3-4 business days
- ACH: 5-9 business days
- Check: 6-10 business days

Center for Tech and Civic Life has partnered with accounting firm [Marcum LLP](#) to disburse grant funds. Marcum is using [Bill.com](#) to efficiently and securely process payments. After you've completed the [Grant Disbursement Form](#) Marcum will send an email via Bill.com to complete the disbursement process.

Thank you for all you do on behalf of Wisconsin voters!

All the best,

Tiana and the Center for Tech and Civic Life Team

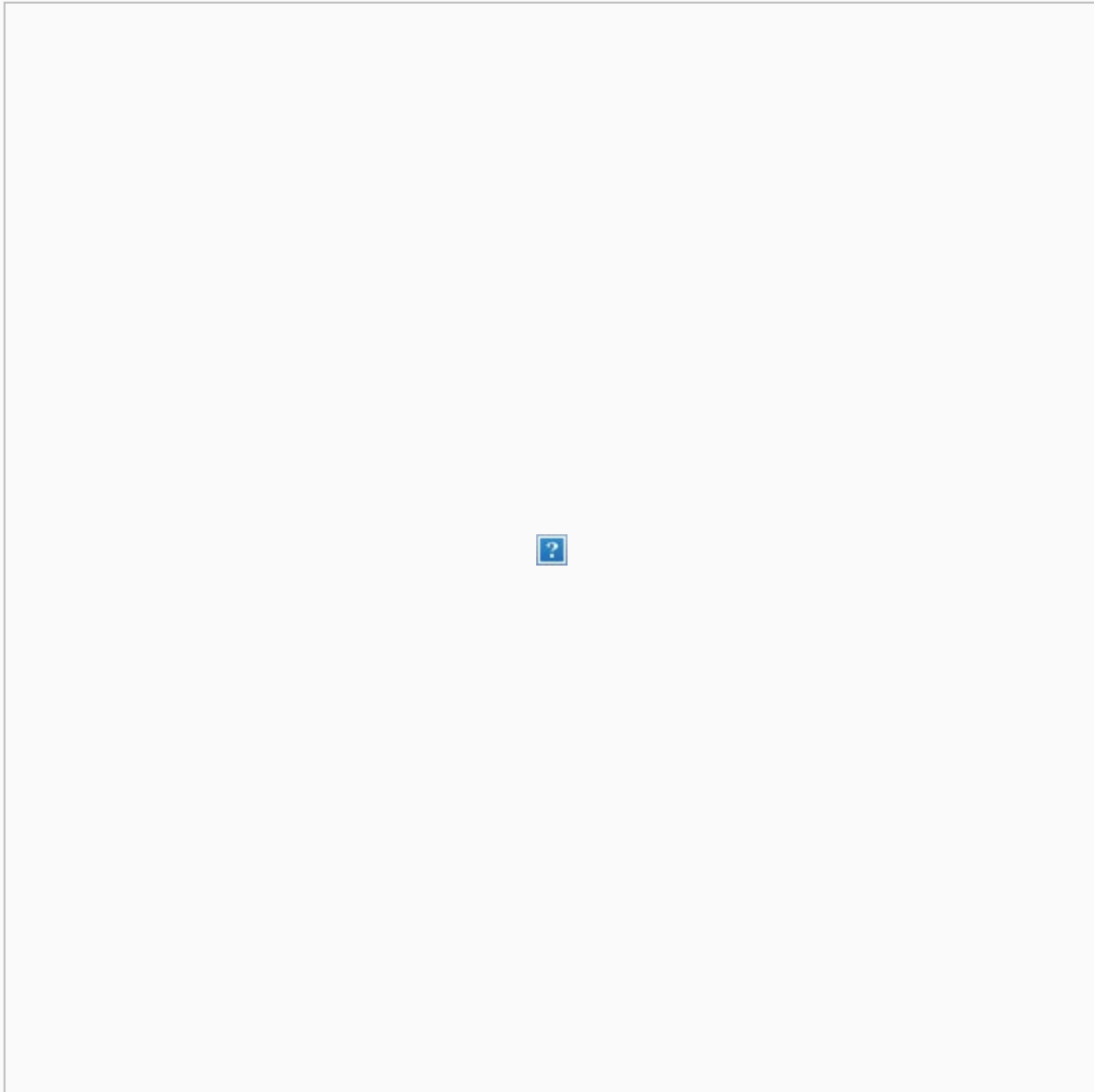
--

Tiana Epps-Johnson | Founder & Executive Director, Center for Tech and Civic Life | tiana@techandcivicliflife.org | she/her

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: You've filled out your ballot, now what?
Date: Tuesday, October 27, 2020 2:41:06 PM

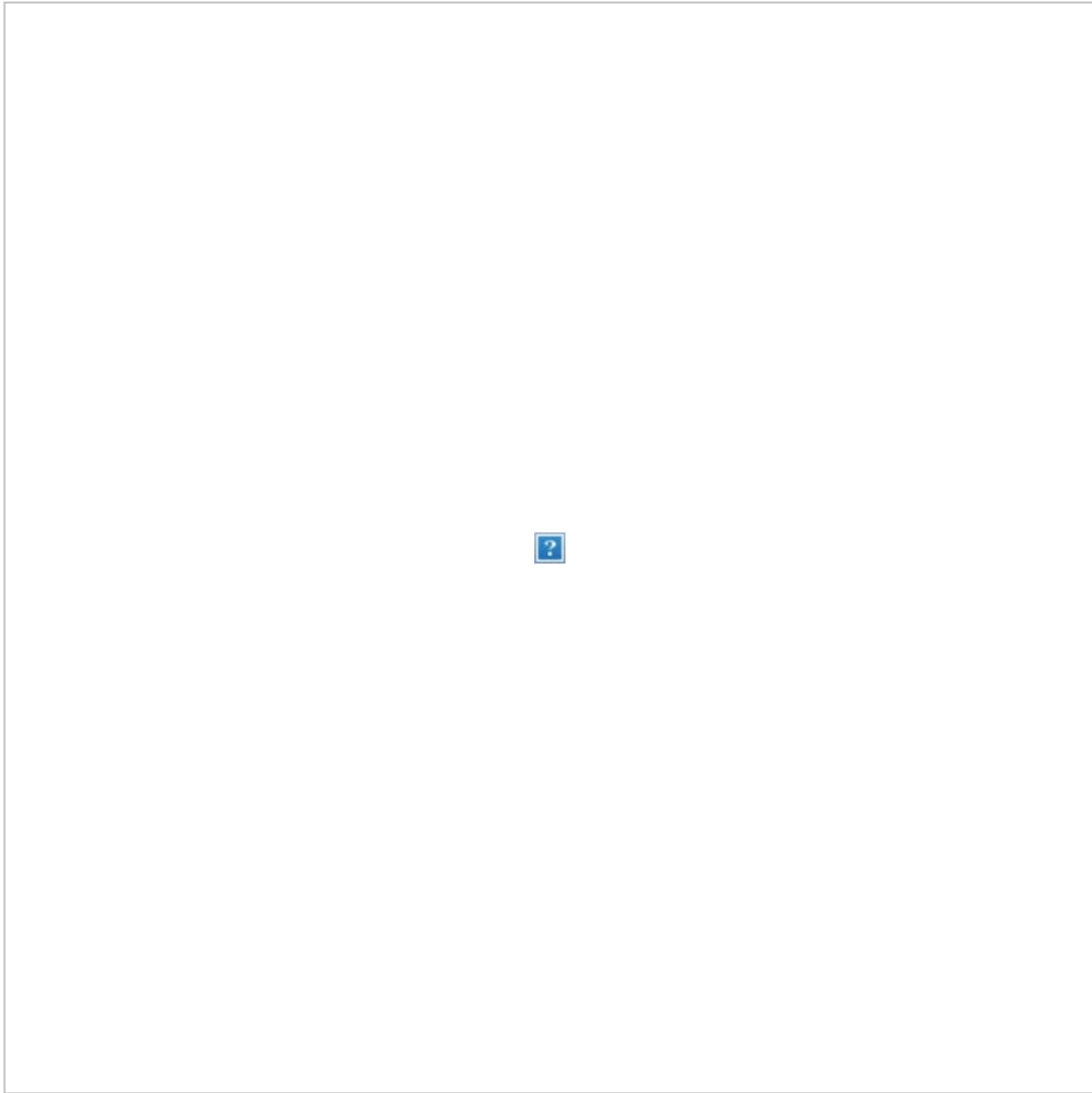
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A strong vote at home system requires more than just sending voters a ballot. It also requires election offices to provide multiple ways for ballots to be returned. With the election just one week away, a quick review of how ballots can be returned and what that means for voter engagement is something worth revisiting.

[Our latest policy paper: "You've filled out your ballot, now what?" takes on this very conversation covering how postage, drop boxes, mail and more works across the country.](#)



[**Read Our White Paper Here**](#)

For anyone who has followed election policy this year, it is unsurprising to learn that every state handles this completely differently. For example, some states provide pre-paid postage so voters don't have to dig up a stamp, while others do not. Some states allow you to drop off your absentee ballot at a voting center while still others have different rules.

We dive into all of this and more in today's policy paper, so give it a read and

make sure you know what the rules look like in your state.

[Check it out here and then share it on social media so all your followers can read it too.](#)

We might be in the final week before election day, but we still have more great research to come.

Thanks for being the best part of our work!

Audrey Kline
National Policy Director
National Vote at Home Institute



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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Witzel-Behl, Maribeth](#)
To: ["Ryan Chew"](#)
Subject: RE: drop boxes, etc.
Date: Monday, October 26, 2020 11:22:16 PM

Thank you!

From: Ryan Chew

Sent: Monday, October 26, 2020 1:48 PM

To: Witzel-Behl, Maribeth

Subject: drop boxes, etc.

Caution: This email was sent from an external source. Avoid unknown links and attachments.

MariBeth,

I hope things are going smoothly. From the looks of things, you've already got more than 80% of your mail ballots back, and that constitutes nearly two thirds of your 2016 total vote. That's gotta be reassuring.

I want to pass along two things. One is the attached copy of our white paper - Election Security in a Time of Disturbance, which includes a checklist at the end that can help you make sure you've covered most contingencies.

The second is a news article on a second instance of a drop box fire, in Boston.:

<https://www.bostonglobe.com/2020/10/25/metro/boston-ballot-box-set-fire-officials-say-disgrace-democracy/>

While such an incident remains unlikely, this second event makes it somewhat more likely others may try. If you have the capacity, we suggest increasing the number of times you visit each drop box in order to reduce the number of ballots vulnerable to such an incident.

Good luck with everything!

Ryan Chew

The Elections Group

m: 312 823-3384

ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

From: [Rhodes-Conway, Satya V.](#)
To: [Witzel-Behl, Maribeth](#); [Kratowicz, Karalyn](#); [Barrilleaux, Amy](#); [Crawley, Katie](#)
Cc: [Knepp, Eric](#); [Bottari, Mary](#); [Haas, Michael R](#)
Subject: Crisis communications guide
Date: Monday, October 26, 2020 4:20:13 PM

Maybe helpful: <https://voteathome.org/wp-content/uploads/2020/10/NVAHI-Crisis-Communications-Planning-for-Election-Offices.pdf?emci=82f410c1-a617-eb11-96f5-00155d03bda0&emdi=cc868ba6-c117-eb11-96f5-00155d03bda0&ceid=1164082>

Best,

Mayor Satya



Satya Rhodes-Conway

Mayor

(she/her/hers)

City of Madison • Office of the Mayor

Room 403, City-County Building

210 Martin Luther King, Jr. Blvd.

Madison, Wisconsin 53703

Tel 608 266 4611 • **Fax** 608 267 8671

Email mayor@cityofmadison.com

Web <http://www.cityofmadison.com>

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#)
Subject: FW: 10/26 Civic Cities Updates: When We All Vote Together, Principal Demands, and More
Date: Monday, October 26, 2020 2:33:18 PM

Another social media kit...

From: Civic Cities Team
Sent: Monday, October 26, 2020 2:30 PM
To: Witzel-Behl, Maribeth
Subject: 10/26 Civic Cities Updates: When We All Vote Together, Principal Demands, and More

Caution: This email was sent from an external source. Avoid unknown links and attachments.

┌──────────┐

Election Day is fast approaching! Please reach out to the Civic Cities team for any help you may need in these final days. We have a lot of great content, highlights, and resources to share, so don't forget to keep checking our [Resources Hub](#) for new materials!

┌──────────┐

When We All Vote Together

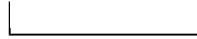
When We All Vote has launched our [Early Voting Weeks of Action!](#) In dozens of cities across the country, we're hosting When We All Vote Together activations near early voting locations to celebrate voting and community in a safe, socially-distanced way. Check out [events near you](#) and continue to use our GOTV [social media toolkit](#).

Principal Demands

[The United State of Women](#), in partnership with Dr. Monique Morris, launched an online campaign regarding the [criminalization of Black girls in school](#). The campaign consists of a zine, a social media campaign, and a form letter allowing individuals to email school administrators with their "[Principal Demands](#)." Please spread the word about Principal Demands using the amplification toolkit and share this with any organizations that would be interested in the campaign. [Click here for the Principal Demands Toolkit](#). You can also repost content on USOW's [Instagram](#), [Twitter](#), and [Facebook page](#)!

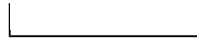
Crisis Communications Planning for Election Offices

Whether big or small, all Election Offices should have a solid crisis management plan in place to ensure the best possible outcome from unpredictable situations. [This toolkit from the National Vote at Home Institute](#) is intended to provide a roadmap for crisis communications and assist you in handling an evolving crisis. When things get tough, remember you are not alone.



Election Day

With days until election day, we need YOU to help encourage your followers on social media to get out to vote. We invite you to utilize our [GOTV toolkit](#) across all of your social media channels. As Election Day approaches, we will be updating this toolkit, so please keep it handy!



Houston

Houston Mayor Turner, a Civic Cities Founding Mayor, [kicked off the first day of early voting](#) with students from the University of Houston (UH) and Texas Southern University (TSU). The Mayor announced the Mayor's Early Vote College Challenge, a challenge encouraging students from the University of Houston, Texas Southern University, and Rice University to cast their ballots during early voting. Mayor Turner will receive a daily report of the turnout on local campuses and will announce the winning school after the election.

Pennsylvania

For the first time in the history of Pennsylvania elections, more than [9 million people](#) are registered to vote.

Texas

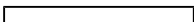
Cities and states across the country are seeing major turnout during early voting including in Harris County, where [Zach Despart](#) of the Houston Chronicle reported last week: "As of right now 18 to 29-year-olds have cast 13.8% of in-person votes in Harris County, almost DOUBLE their 7.4% share in 2016. 6,554 teenagers born in '02 have cast ballots so far."

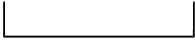
Thank you,

Civic Cities Team
When We All Vote

This email was sent to mwitzel-behl@cityofmadison.com. When We All Vote is a non-partisan people-powered movement of thousands of people across America. Our mission is to empower more Americans to register to vote and participate in our democracy. Grassroots donations power our work. [Chip in to keep our movement going.](#)

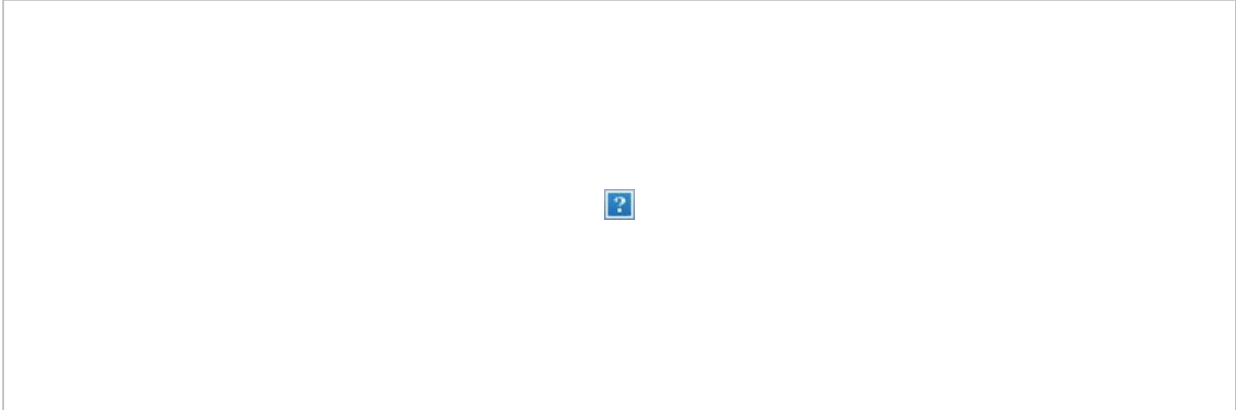
When We All Vote is a 501(c)(3) organization.
When We All Vote
1156 15th St. NW
Washington, DC 20005
United States
[unsubscribe](#)





From: [Civic Cities Team](#)
To: [Witzel-Behl, Maribeth](#)
Subject: 10/26 Civic Cities Updates: When We All Vote Together, Principal Demands, and More
Date: Monday, October 26, 2020 2:31:35 PM

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When We All Vote is a 501(c)(3) organization.
When We All Vote
1156 15th St. NW
Washington, DC 20005
United States
[unsubscribe](#)



From: [Ryan Chew](#)
To: [Witzel-Behl, Maribeth](#)
Subject: drop boxes, etc.
Date: Monday, October 26, 2020 1:49:39 PM
Attachments: [Election Security in a Time of Disturbance.docx](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

MariBeth,

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Ryan Chew
The Elections Group
m: 312 823-3384
ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

From: [Michael Spitzer-Rubenstein](#)
To: [McClain, Maggie](#)
Subject: Re: PPE or Snacks?
Date: Friday, October 23, 2020 6:09:51 PM
Attachments: [image002.png](#)

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Sure, happy to help.

Michael

On Fri, Oct 23, 2020 at 5:59 PM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Michael,

I'm sorry it has taken me so long to get back to you. I think we are all set on our PPE needs at this time. We appreciate you thinking of us, though!

Best,

Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](#)

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Sunday, October 18, 2020 8:31 PM
To: 'Michael Spitzer-Rubenstein' <michael@voteathome.org>
Cc: McClain, Maggie <MMcClain@cityofmadison.com>
Subject: RE: PPE or Snacks?

Good evening.

I am copying Maggie McClain from our office because she has been ordering our PPE.

Thank you!

-Maribeth

From: Michael Spitzer-Rubenstein <michael@voteathome.org>

Sent: Sunday, October 18, 2020 8:30 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Subject: PPE or Snacks?

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

We have corporate partners giving out PPE, including N95s, and snacks (I know KIND bar is on the list, not sure about others). Do you want either?

If so, just let me know the quantities and where they should be shipped.

Thanks and hope you're having a good weekend!

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him

Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

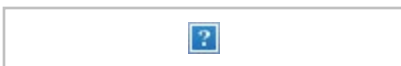
[Mail Ballot Security](#)

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute
(310) 980-2872
he/him



Learn more about:

[Election Officials Center](#)

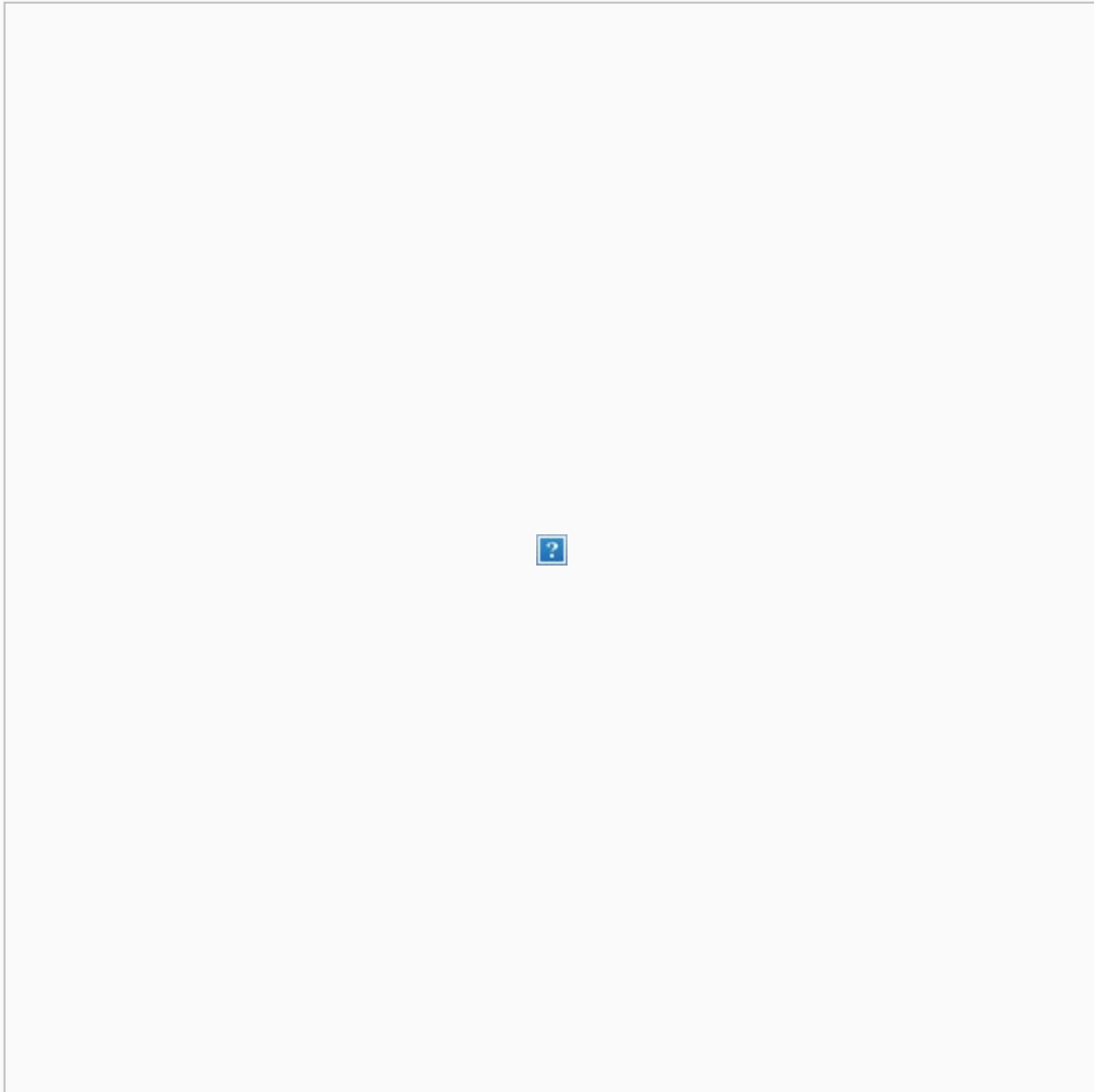
[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: What to Expect When You're Expecting Election Results
Date: Friday, October 23, 2020 5:40:51 PM

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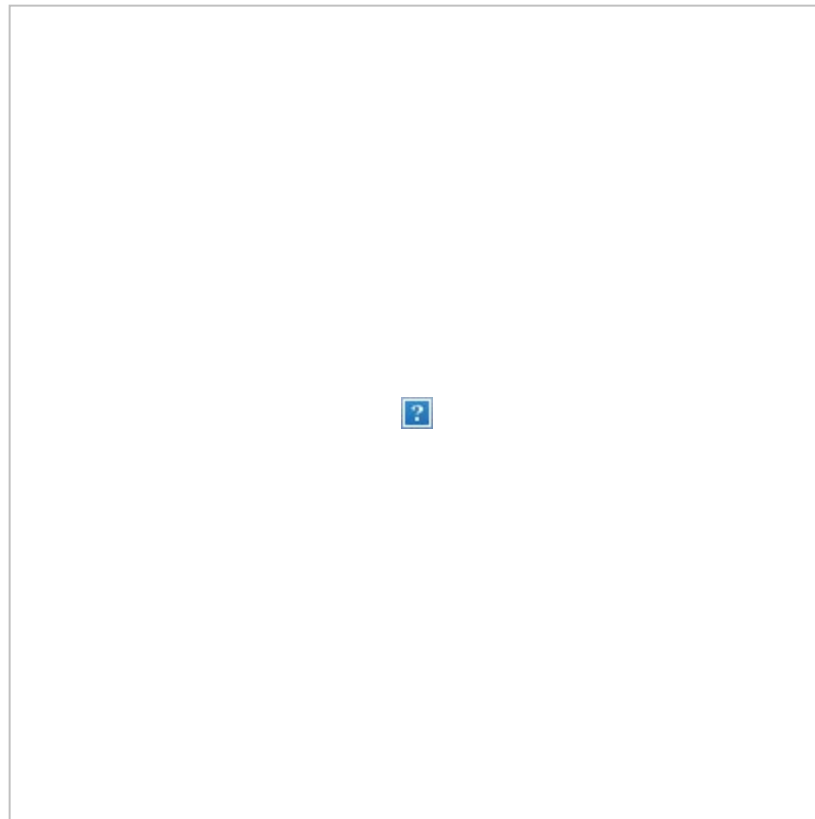


For many years, the expectation in America is that we get election results on election night. This year, however, a clear picture of results will likely take days.

As we detailed earlier this week, state policies are primarily responsible for later returns, not necessarily mail ballots. In our latest policy paper, we dive into policies in Colorado, Georgia and Pennsylvania to examine the differences in

their ballot processing policies.

[Click here to read the full policy paper we released today.](#)



[Read Our White Paper Here](#)

Election day will look different in 2020, but we want to continue to remind Americans that doesn't mean the system isn't working. It simply means it will take longer in some states to get results in a safe and secure way — which is what we should all want. The best thing everyone can do is make a plan to vote and get your ballot returned.

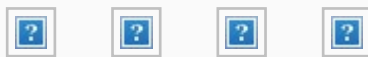
[Check out our full policy paper and share it on social media so we can continue to shed light on this crucial topic.](#)

Thanks for following along with us, we'll have more to come.

Talk again soon,

Audrey Kline

National Policy Director
National Vote at Home Institute



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From: [Sam Munger](#)
To: [Eileen Newcomer](#)
Cc: [Chang, Bonnie](#); [Anjali Bhasin](#); [Witzel-Behl, Maribeth](#)
Subject: Re: Checking in
Date: Friday, October 23, 2020 1:46:52 PM

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Thanks Eileen! Ann Jacobs said exactly the same about absentee ballot processing, FWIW.

On Fri, Oct 23, 2020 at 1:43 PM Eileen Newcomer <enewcomer@lwwwi.org> wrote:

Hi Bonnie,

Let me know if WisVote gets slow again. I'm more than willing to contact the WEC about that again if there's an issue. It'd also help if you all reported it too, so they don't tell me that they're not hearing that from anyone else.

And I wanted to let you know that I asked the WEC about their processing of absentee ballot requests. They said they're caught up. Request forms are still trickling in and they're able to get them entered into WisVote in real time. They did mention that about half of the requests they received were either duplicate absentee ballot requests or incomplete requests. So one thought I had is that maybe some of the people thinking their absentee ballot request is being slow to be fulfilled is that they sent in an incomplete request. Another is that there could be delays in the mail, so it could take their request forms longer than they think to get back to the WEC.

Thank you for all that you're doing. I know things are insanely busy right now.

Best,
Eileen

On Fri, Oct 23, 2020 at 12:47 PM Chang, Bonnie <BChang@cityofmadison.com> wrote:

Hello all,

Eileen did contact the WEC and it was resolved however this is not the first time this has happened. For whatever reason they seem unable to anticipate spikes in usage. We still receive calls from voters worried about their absentee processing time.

Bonnie

From: Eileen Newcomer <enewcomer@lwwwi.org>
Sent: Friday, October 23, 2020 12:34 PM
To: Anjali Bhasin <anjali@conservationvoices.org>
Cc: Chang, Bonnie <BChang@cityofmadison.com>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Sam Munger <sam.munger@gmail.com>
Subject: Re: Checking in

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Bonnie,

Could you clarify if WisVote still needs additional processing capacity or if the slowness was fixed with the upgrade they completed on Tuesday?

Best,

Eileen

On Fri, Oct 23, 2020 at 12:27 PM Anjali Bhasin <anjali@conservationvoices.org> wrote:

Hi Bonnie,

That all makes sense - and we totally understand not wanting to endanger anyone.

We can talk with the WEC about hiring more staff and also expanding their server capacity. We did reach out to them about that earlier and Ann Jacobs told us that they had hired more staff. It sounds like it continues to be an issue so we can reach out again. I think Eileen talked to them about server capacity earlier this week but a few of us can follow up.

Thank you so much for all of your work. We really appreciate it.

Best,

Anjali

On Fri, Oct 23, 2020 at 12:16 PM Chang, Bonnie <BChang@cityofmadison.com> wrote:

Hello Anjali & Sam,

Thank you for the offer. All of our ExpressVote machines have water resistance covers.

We have not yet had any challenges with the rain, however we will not endanger the lives of our election officials and make them stand out in the middle of a storm with the potential to be hit by lightning.

As nice as it is to have observers, sometimes they do not understand the process. The pinch point was and is the WisVote servers which were absurdly slow on Tuesday and only resolved later on. Maybe you could encourage the WEC to hire more staff to process their absentee mailers and expand their overall server capacity.

Also, the libraries themselves limit our staffing capacity. You might be aware, Milwaukee attempted to open at Miller Park and Fiserv Arena but state statutes limit us to the number of locations publically noticed and passed by our Common Council in June. We cannot legally add any locations for this election.

Additionally, it is a General Election where there is always a great volume of voters. Sometimes voters who don't turn out frequently can be faced with a ballot where there are races they might be unfamiliar with and take more time which is perfectly alright. We are

there to support voters. Perhaps you could help with voter education and outreach. As you well know, LWV has a great VOTE411 platform!

Hope the text banking is going well and thank you for all you do,

Bonnie

From: Anjali Bhasin <anjali@conservationvoices.org>

Sent: Friday, October 23, 2020 10:39 AM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Chang, Bonnie <BChang@cityofmadison.com>

Cc: Sam Munger <sam.munger@gmail.com>

Subject: Checking in

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth and Bonnie,

I hope you are both doing well - during these hectic times. I was writing to check in because I wanted to see if there ways that the voting rights groups could support you all with early voting. We heard there were some challenges with having waterproof tents/equipment. Sam Munger messaged me this morning to let me know that the Center for Tech and Civic Life can pay for waterproof equipment if that's a barrier. Would that be helpful?

Also, we heard a few reports through the election protection/observer program about there being some potential challenges with pinch points with laptops, software updates, and curbside voting. These reporters were from earlier this week but I thought I would check-in to see if things had been resolved and/or if there is anything that we can do to be helpful.

I know you are super busy and appreciate all of your work.

Best,

Anjali

--

Anjali Bhasin

Civic Engagement Director

Wisconsin Conservation Voices

She/her/hers

anjali@conservationvoices.org

--

Anjali Bhasin

Civic Engagement Director

Wisconsin Conservation Voices

She/her/hers

anjali@conservationvoices.org

--

Eileen Newcomer

(she, her, hers)

Voter Education Manager

League of Women Voters of Wisconsin

612 W Main St Ste 200

Madison WI 53703

Ph: 608-256-0827

WWW: lwvwi.org

FB: [@LWVWI.ORG](https://www.facebook.com/LWVWI.ORG)

Tw: LWV_WI

--

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(she, her, hers)

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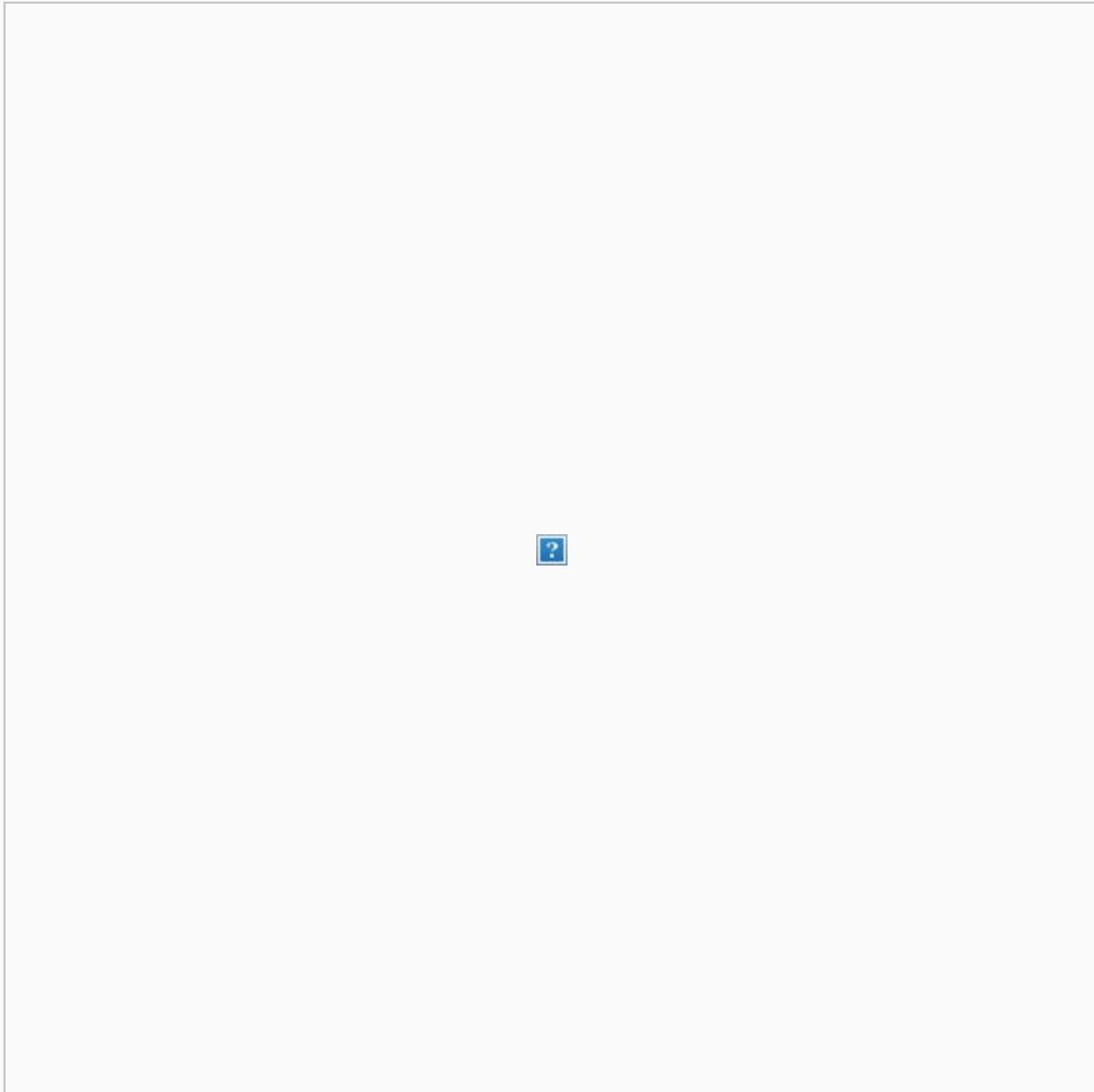
FB: [@LWVWI.ORG](https://www.facebook.com/LWVWI.ORG)

Tw: LWV_WI

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Calling all Data Dorks + Fact-Finders!
Date: Thursday, October 22, 2020 2:23:08 PM

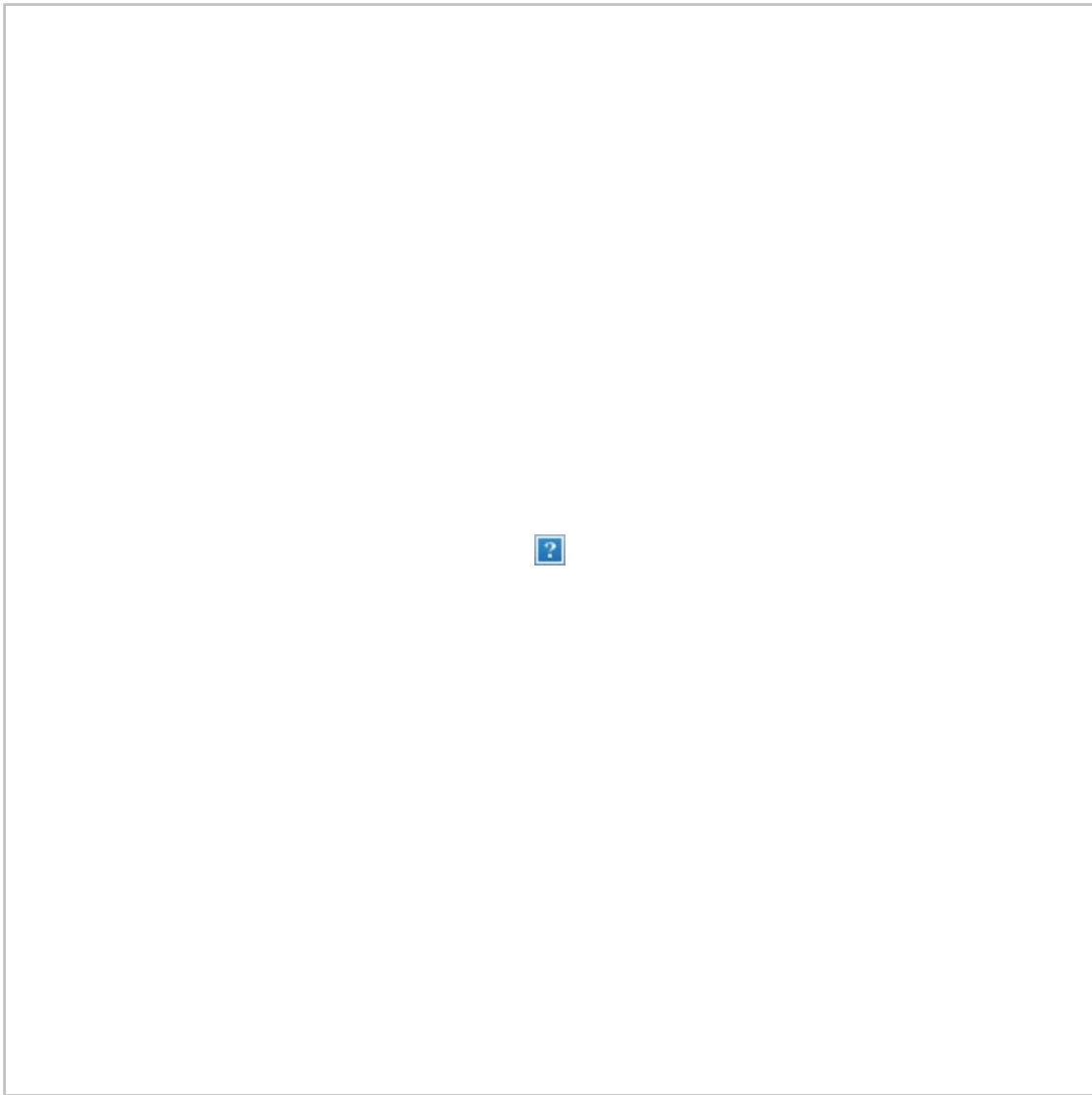
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[View the email in your browser](#)



Attention data dorks, rabid researchers, and fervent fact-finders: [We launched a brand new data visualization tool today where you can dive into 2020 Presidential primary election vote at home data!!](#)

This new tool allows you to look at information nationwide and explore the policies, turnout, and vote at home participation rate anywhere in the country.



[SEE THE DASHBOARD HERE](#)

What we love about this very easy-to-use tool, is how it can help inform policy makers and works alike what worked and what didn't as states quickly adapted to voting at home during COVID-19.

For the first time, this dashboard places policy information alongside turnout and vote by mail data to tell the story of how both the pandemic and policy decisions affected voting behaviors. We are excited to continue to update this data as it becomes available and add in state primaries and the general election. We love numbers!

[Check out the National Vote at Home Data Dashboard and share it on your](#)

[social media channels so your followers can see it too!](#)

Factual information and reliable resources are more important than ever before this year. The National Vote at Home Institute team is going to keep working hard to be that resource for you through this election and beyond.

We'll be in touch again soon!

Audrey Kline
National Policy Director
National Vote at Home Institute



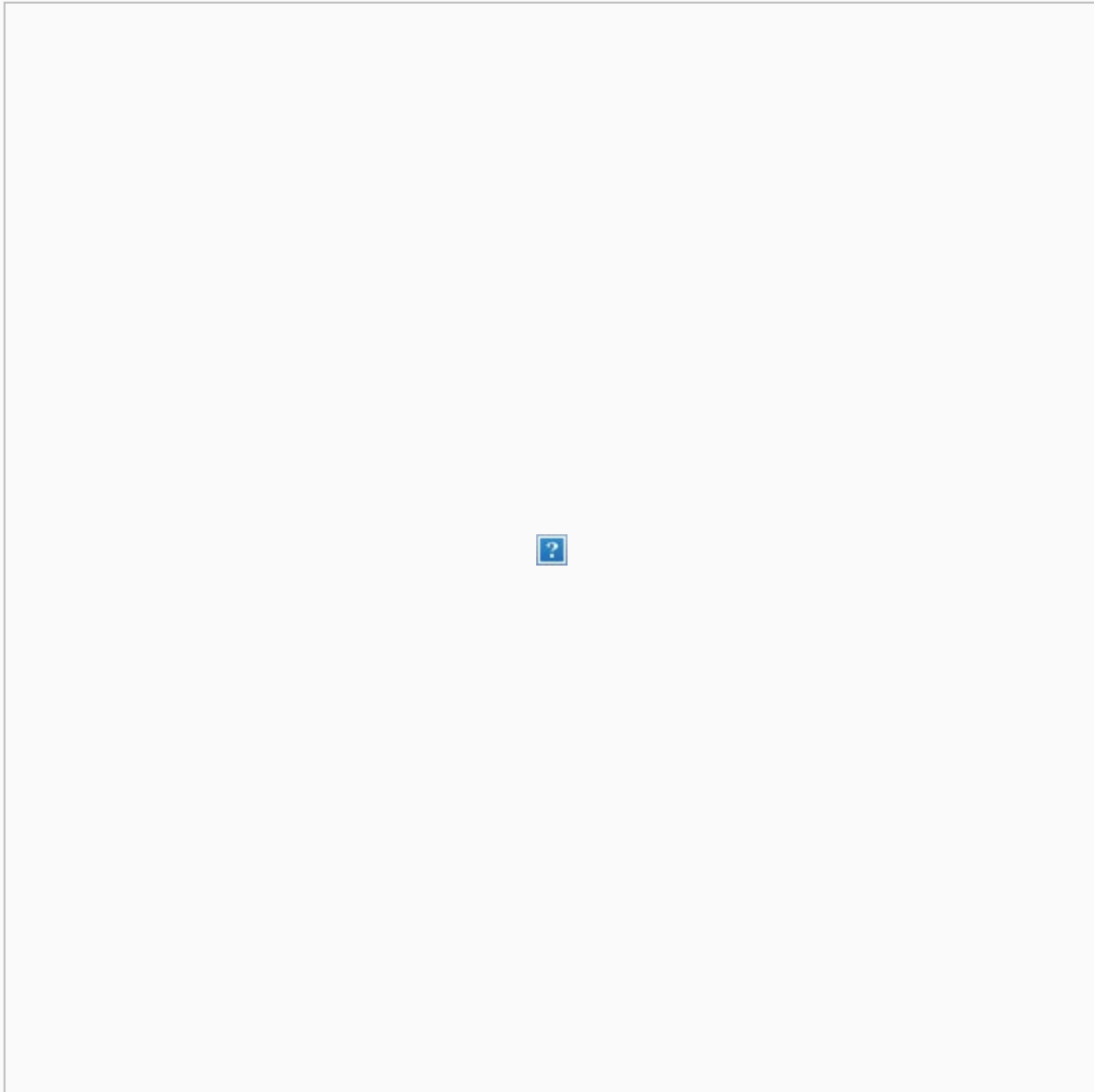
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This email was sent to mwitzel-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Lucille Wenejieme, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: What will you do in the event of a crisis?
Date: Wednesday, October 21, 2020 5:38:21 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

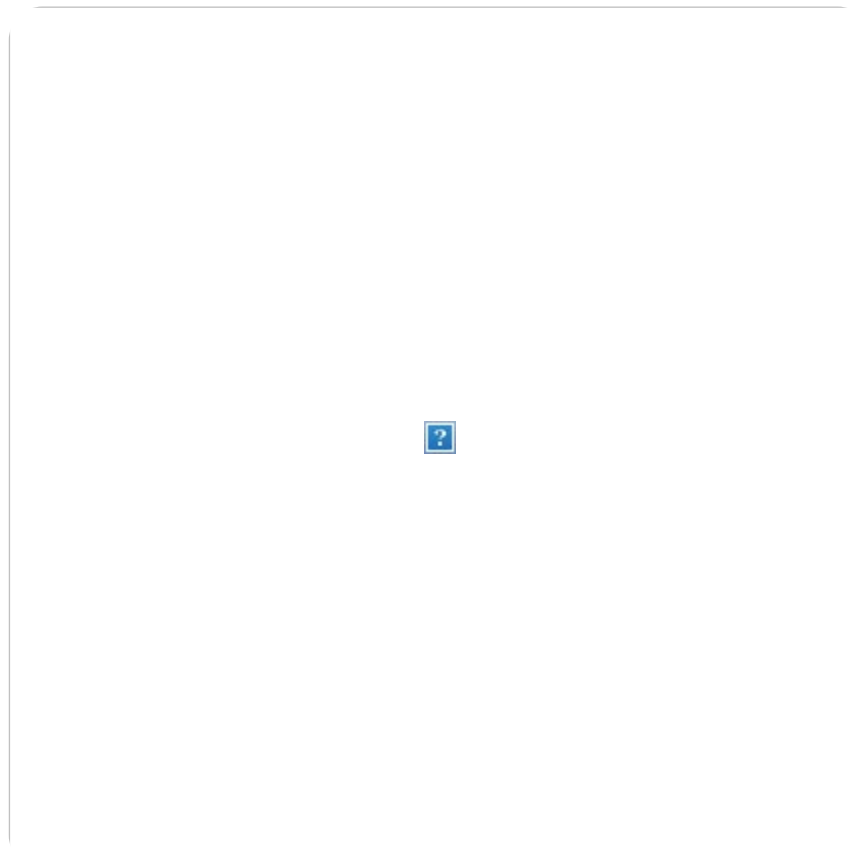
[View the email in your browser](#)



It can be tough to prepare for a crisis, Maribeth.

Once a crisis breaks, it can be even more daunting without some plan in place. Election Offices, big or small, need to have a good crisis management plan in place to help navigate unpredictable situations. [That's why we are here to help with our brand new Crisis Communications Planning Document.](#)

Between COVID-19, security breaches, equipment failure, and political violence, election offices have no shortage of potential crises in 2020. It's best to be as prepared as you can be, and our planning resource will help you do it.



[CLICK HERE](#)

In this new planning document, we can help you develop an escalation framework, crisis management process, scenario planning and so much more.

This year, having a crisis management plan in place is more important than ever. Make sure your office is not caught off guard and has safeguards in place before crisis strikes.

[You can access our Crisis Management Planning Document here.](#)

We know how tough it is to be an Election Official in 2020, and we want you to know we have your back.

As always, let us know how we can help.

Best wishes,

Lucille Wenegieme
Director of Communications and Public Relations
National Vote at Home Institute



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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Katie Krummeck](#)
To: [Clerk](#)
Subject: Elections Explained! A new series of animated videos about elections from Stanford-MIT Healthy Elections Project
Date: Monday, October 19, 2020 5:35:58 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Greetings Maribeth,

Thanks you for all that you do to ensure a safe, fair and free election for the people of Dane County.

The Healthy Polls team at Stanford University's d.school has teamed up with Jennifer Morrell of The Elections Group to create a video series that explains some of the behind-the-scenes aspects of our elections system. This video series—called Elections Explained!—brings Jennifer Morrell's deep understanding of elections to life in 2-3min, animated segments that are appropriate for elections administrators, poll workers and anyone else who is interested in how elections work. View a brief description about the first three videos below.

Elections Explained! - How Ballots are Tallied

In this installation of Elections Explained, we talk to Jennifer Morrell about the order in which ballots are counted. (Hint: First In-Person, then Mail-In, then Provisional)
<https://stanford.io/37mNDIA>

Elections Explained! - How Mail-in Ballots are Processed

In this installation of Elections Explained!, Jennifer Morrell takes us behind the scenes to help explain why mail-in ballots take more time to be tallied. <https://stanford.io/3kdk5k9>

Elections Explained! - What is a Provisional Ballot?

In this installation of Elections Explained!, we asked Jennifer Morrell about provisional ballots. What are they? Why do we need them and how are they processed?
<https://stanford.io/3m4K12i>

These resources are just the start of this collaboration. We will be adding more resources in the days leading up the election. Expect to see more soon and watch our [twitter feed](#) and emails for upcoming offerings or go to <https://healthypolls.stanford.edu> to learn more. You can also reach us at healthypolls@dschool.stanford.edu.

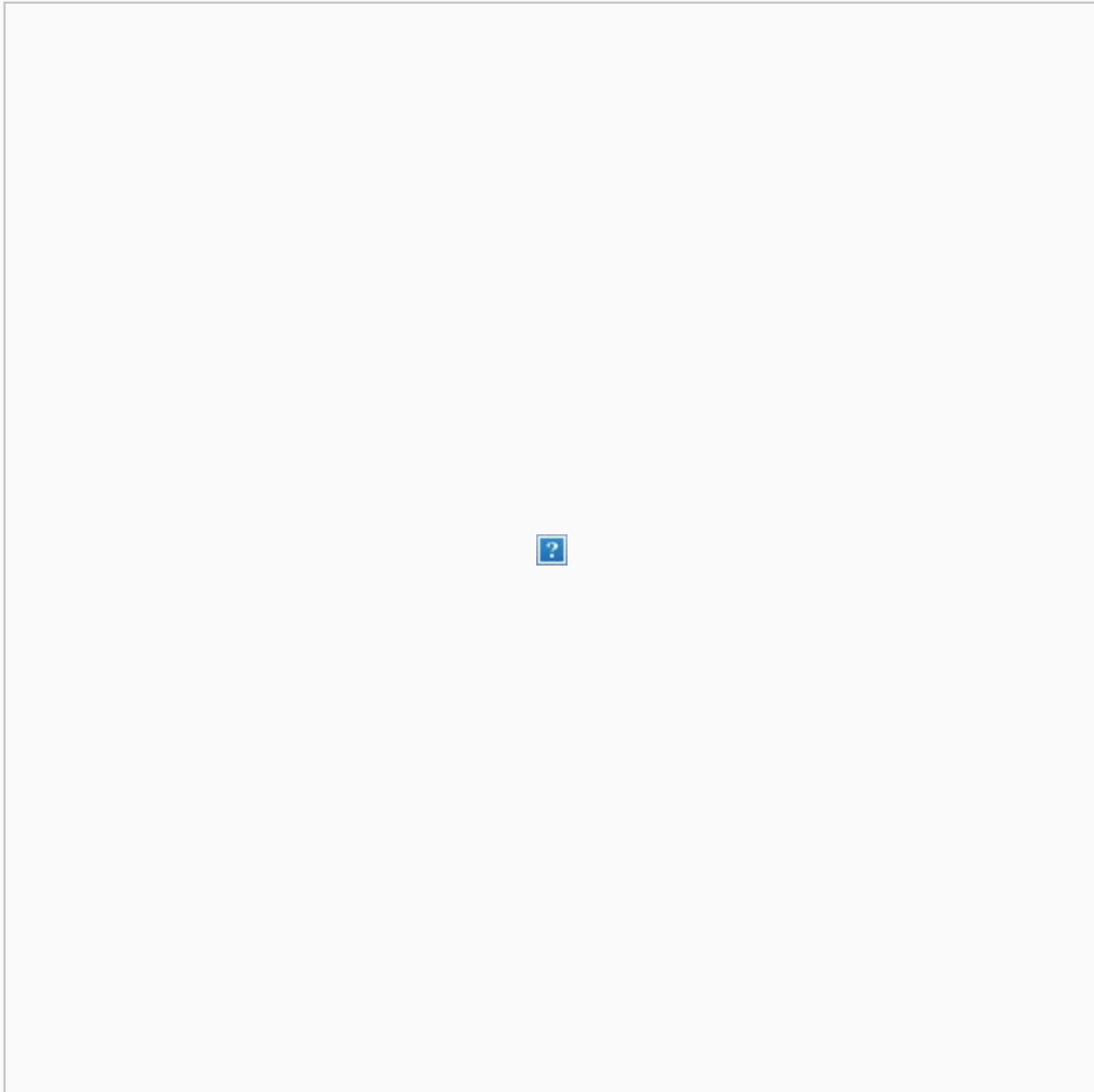
Thanks!

Katie Krummeck & the team at the [Healthy Elections Project](#)

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Why Some States' Election Results Will Take Longer
Date: Monday, October 19, 2020 4:11:04 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



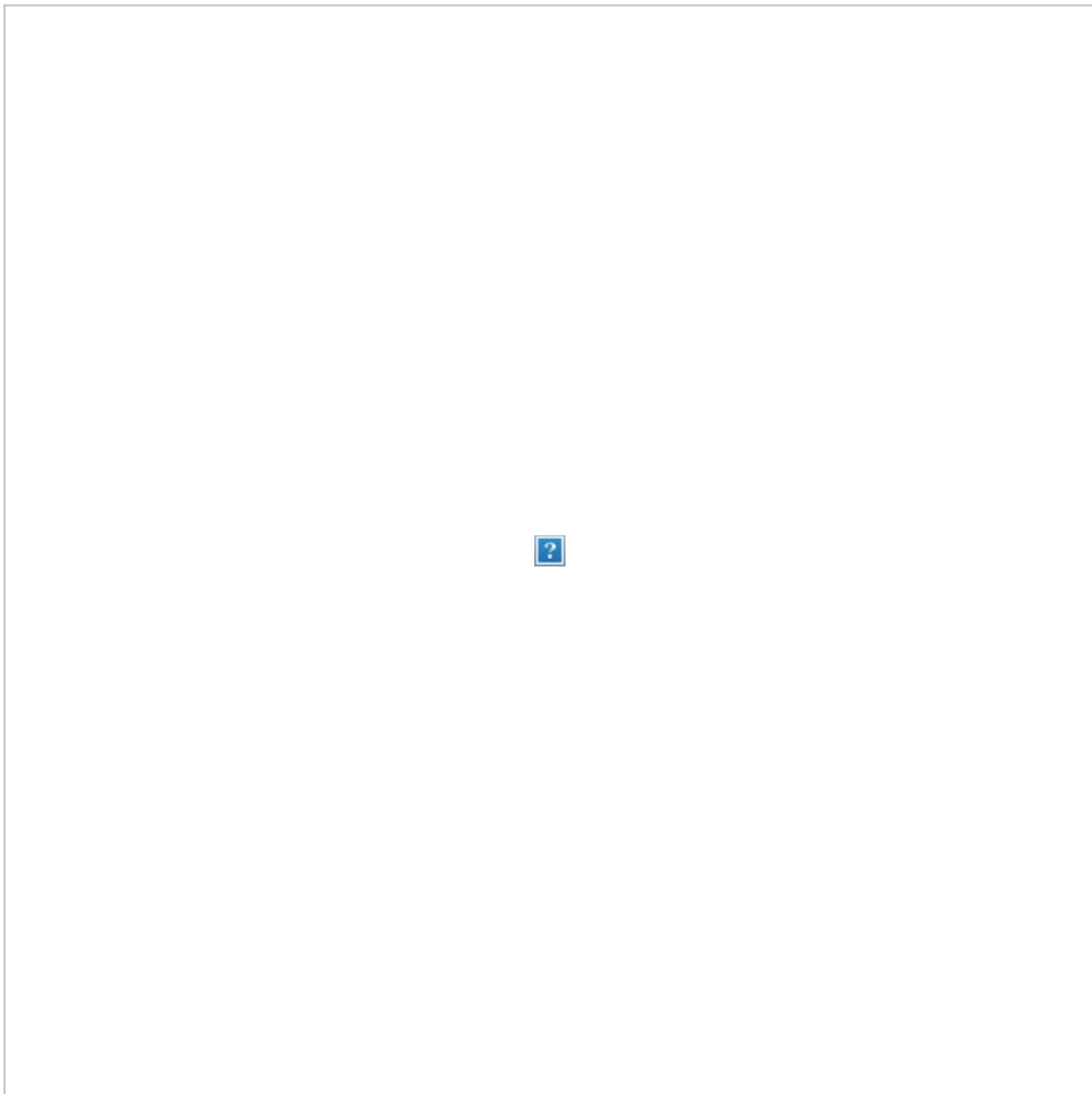
Most folks across America accept that we will probably not have results on election night this year. While that is true, it might not be for the reason that you think.

Our latest policy paper: "Why Some States' Election Results Will Take Longer than Others" we explain why a few states are likely to experience

delays and why that means the process is working.

[Click here to read the full policy paper we released today.](#)

Ballots received by mail will have to be processed before they can be counted. States that begin processing these ballots before election day will be able to report results earlier.



[Read Our White Paper Here](#)

While claims on Twitter and other social media channels claim mail ballots will delay results, that's not in fact the case. It is local policy blocking Election Officials from processing ballots before election day plus more voters voting on provisional ballots that will delay results.

For example, in many states, if a voter has requested an absentee ballot but decides to go vote in person, they will cast a provisional ballot. While their vote will still be counted, provisional ballots take the longest to process and count delaying the process still further.

[Read our full White Paper and share it on your own social media channels so we can continue to make sure everyone has the factual information they need in this election.](#)

Keep following along, Maribeth. We'll have even more great information about voting in the coming days.

Be in touch,

Audrey Kline
National Policy Director
National Vote at Home Institute



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From: [Witzel-Behl, Maribeth](#)
To: [Rhodes-Conway, Satya V.](#); [Bottari, Mary](#); [Kratowicz, Karalyn](#); [Crawley, Katie](#); [Haar, Jennifer](#); [Brist, Steven](#); [Davis, Steven](#); [Wahl, Victor](#)
Subject: Fw: Early Voting; Drop Boxes; etc.
Date: Monday, October 19, 2020 2:56:59 PM
Attachments: [Drop Box Incident LA Co.pdf](#)

Another good reason for having our ballot drop boxes by fire stations...

From: Ryan Chew
Sent: Monday, October 19, 2020 2:52 PM
To: Michelle Shafer; Dayna Causby; Gail Weisberg; Omar Sheikh
Subject: Early Voting; Drop Boxes; etc.

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Clerks and Administrators,

A word of congratulations on the eve of Early Voting. More than 60% of mail ballots in Wisconsin have already come back, and I know you're all pretty close to that figure, or ahead of it. The other states I've been tracking aren't doing nearly that well. The early return rate puts you in better shape to complete your mail ballot tally in a timely way on Election Night.

Also a word of caution. I've attached a copy of a press release from Los Angeles Co., where an arsonist apparently attacked a ballot drop box last night. You may want to forward this to your police department and consider asking for additional patrols past your boxes, if it seems locally appropriate. You might also consider a release or social media post emphasizing your security camera coverage to deter copycats.

States where Early Voting began today saw long lines at the opening bell. My local site still had a line of 150+ people waiting at 1:00 pm when my wife went to put her ballot in the drop box there. You were probably already expecting a strong first-day turnout, but I thought I'd underline it for you just in case.

Good luck tomorrow. We believe you've all prepared well, so I expect things will be as smooth as a heavy turnout permits. Let us know if you need anything.

Ryan Chew
The Elections Group
m: 312 823-3384
ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize

they lost fairly."

From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"](#); [Coolidge, Tara](#); [Michelle Nelson](#)
Cc: [Josh Goldman](#)
Subject: RE: Offer: Election Day Quick Reference Guide for poll workers
Date: Sunday, October 18, 2020 11:11:39 PM
Attachments: [Poll Worker Reference Guide.docx](#)

Here's the version we customized for the City of Madison. Thank you for sharing this, Whitney!

-Maribeth

From: Whitney May

Sent: Thursday, October 15, 2020 1:48 PM

To: Witzel-Behl, Maribeth ; Coolidge, Tara ; Michelle Nelson

Cc: Josh Goldman

Subject: Offer: Election Day Quick Reference Guide for poll workers

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Michelle, Tara, and Maribeth.

This week the folks from Center for Civic Design (CCD), Brennan Center, and CTCL drafted an [Election Day quick reference guide for Milwaukee poll workers](#).

- Milwaukee is likely to use it, and the version includes page numbers for their manual
- Easily customizable to highlight your specific procedures and approaches
- 1 page, folded, front/back, so easy for your poll workers to keep in their pocket throughout the day
- CCD and Brennan are available to help you customize

I know y'all are hustling to process mail ballots, prep for EIPAV openings next week, onboard and train staff, keep yourself and your family healthy, and a thousand other things. All of this to say, you can take or leave this offer -- no worries.

If you're interested, please alert my CTCL colleague, Josh Simon Goldman (cc'd). He can connect you with CCD & Brennan.

And thank you for all you do for your voters. Y'all are absolutely amazing.

Stay safe,

Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"](#)
Subject: RE: CT outlines protections against voter intimidation
Date: Sunday, October 18, 2020 8:58:24 PM

These are excellent. Thank you!

From: Whitney May
Sent: Friday, October 16, 2020 6:34 PM
To: Witzel-Behl, Maribeth
Subject: Re: CT outlines protections against voter intimidation

Caution: This email was sent from an external source. Avoid unknown links and attachments.

One more resource before the weekend:

This was published by Vote at Home today https://voteathome.org/wp-content/uploads/2020/10/NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pdf

Page 7 covers scenarios for voter intimidation.

On Fri, Oct 16, 2020 at 5:41 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Thank you. These are incredibly helpful!

From: Whitney May <whitney@techandcivicliflife.org>
Sent: Friday, October 16, 2020 11:32 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: CT outlines protections against voter intimidation

Caution: This email was sent from an external source. Avoid unknown links and attachments.

And one more from NC.

Here's the press release: <https://www.ncsbe.gov/news/press-releases/2020/10/09/voter-intimidation-prohibited-law-north-carolina>

Here's the detailed memo with examples of intimidation starting on page 4:

https://s3.amazonaws.com/dl.ncsbe.gov/sboe/numbermemo/2020/Numbered%20Memo%202020-30_Conduct%20at%20the%20Polls.pdf

On Fri, Oct 16, 2020 at 11:21 AM Whitney May <whitney@techandcivicliflife.org> wrote:

<https://www.pbs.org/newshour/nation/law-enforcement-preps-for-potential-election-related-unrest>

Another article that features this snippet from Philly:

Philadelphia District Attorney Larry Krasner has launched a hotline that rings directly to assistant district attorneys, who will send detectives to investigate reports of voter suppression or intimidation. He said this week his office will not allow armed groups at the city's polling places amid growing concerns about voter intimidation by vigilante groups aiming to "protect the election." Such groups have caused violence at demonstrations.

On Fri, Oct 16, 2020 at 10:00 AM Whitney May <whitney@techandcivicliflife.org> wrote:

Hey Maribeth,

Here's what I found so far out of CT: <https://portal.ct.gov/SOTS/Press-Releases/2020-Press-Releases/Secretary-of-the-State-AG-Chief-States-Attorney-Outline-Protections-Against-Voter-Intimidation>

I'll keep looking for other examples.
Stay safe,
Whitney

--

Whitney May
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whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [Voting](#)
To: [Rhodes-Conway, Satya V.](#); [Bottari, Mary](#); [Kratowicz, Karalyn](#); [Haas, Michael R](#); [Brist, Steven](#)
Subject: Crisis Communications Planning
Date: Sunday, October 18, 2020 8:58:04 PM

https://voteathome.org/wp-content/uploads/2020/10/NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pdf

Here's one more link, in case you didn't have enough reading material for the weekend.

- Maribeth

From: [Voting](#)
To: [McClain, Maggie](#)
Subject: NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pdf
Date: Sunday, October 18, 2020 8:56:30 PM

https://voteathome.org/wp-content/uploads/2020/10/NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pdf

This is from the Center for Tech & Civic Life. It looks like we already do a lot of the things recommended in this crisis communications plan.

- Maribeth

From: [Voting](#)
To: ["mwitzelb@gmail.com"](mailto:mwitzelb@gmail.com)
Subject: NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pd.pdf
Date: Sunday, October 18, 2020 8:40:35 PM
Attachments: [NVAHI_Crisis-CommunicationsPlanningforElectionOffices_10.15.20.pd.pdf](#)

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Drop Boxes
Date: Sunday, October 18, 2020 9:13:47 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Congratulations! That's a good looking drop box!

On Fri, Oct 16, 2020 at 8:39 AM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

City Engineering is installing the drop boxes today!

<https://www.cityofmadison.com/clerk/news/city-of-madison-unveils-secure-absentee-ballot-drop-boxes>

--

Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandciviclife.org
(919) 799-6173
she/her

From: [Witzel-Behl, Maribeth](#)
To: ["whitney@techandciviclife.org"](mailto:whitney@techandciviclife.org)
Subject: Accepted: Invitation: Debrief: CTCL + Madison @ Fri Nov 13, 2020 9am - 9:30am (CST) (mwitzel-behl@cityofmadison.com)

From: [Witzel-Behl, Maribeth](#)
To: [Rhodes-Conway, Satya V.](#); [Bottari, Mary](#); [Kratowicz, Karalyn](#); [Haas, Michael R](#); [Brist, Steven](#); [Wahl, Victor](#)
Subject: Some Weekend Reading
Date: Friday, October 16, 2020 5:42:14 PM

Good afternoon.

I talked to Whitney from the Center for Tech and Civic Life this morning. She sent me these links, which I will read through over the weekend:

Hey Maribeth,

Here's what I found so far out of CT: <https://portal.ct.gov/SOTS/Press-Releases/2020-Press-Releases/Secretary-of-the-State-AG-Chief-States-Attorney-Outline-Protections-Against-Voter-Intimidation>

I'll keep looking for other examples.

Stay safe,

Whitney

<https://www.pbs.org/newshour/nation/law-enforcement-preps-for-potential-election-related-unrest>

Another article that features this snippet from Philly:

Philadelphia District Attorney Larry Krasner has launched a hotline that rings directly to assistant district attorneys, who will send detectives to investigate reports of voter suppression or intimidation. He said this week his office will not allow armed groups at the city's polling places amid growing concerns about voter intimidation by vigilante groups aiming to "protect the election." Such groups have caused violence at demonstrations.

And one more from NC.

Here's the press release: <https://www.ncsbe.gov/news/press-releases/2020/10/09/voter-intimidation-prohibited-law-north-carolina>

Here's the detailed memo with examples of intimidation starting on page

4: https://s3.amazonaws.com/dl.ncsbe.gov/sboe/numbermemo/2020/Numbered%20Memo%202020-30_Conduct%20at%20the%20Polls.pdf

From: [Witzel-Behl, Maribeth](#)
To: "Whitney May"
Subject: RE: CT outlines protections against voter intimidation
Date: Friday, October 16, 2020 5:41:38 PM

Thank you. These are incredibly helpful!

From: Whitney May
Sent: Friday, October 16, 2020 11:32 AM
To: Witzel-Behl, Maribeth
Subject: Re: CT outlines protections against voter intimidation

Caution: This email was sent from an external source. Avoid unknown links and attachments.

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On Fri, Oct 16, 2020 at 10:00 AM Whitney May <whitney@techandciviclife.org> wrote:

Hey Maribeth,

Here's what I found so far out of CT: <https://portal.ct.gov/SOTS/Press-Releases/2020-Press-Releases/Secretary-of-the-State-AG-Chief-States-Attorney-Outline-Protections-Against-Voter-Intimidation>

I'll keep looking for other examples.

Stay safe,

Whitney

--

Whitney May
Director of Government Services
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Whitney May
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whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [Kratowicz, Karalyn](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Crawley, Katie](#)
Subject: Mayor's Talking Points for Monday
Date: Friday, October 16, 2020 10:18:47 AM
Attachments: [Voting Press Conference 10.19.2020.docx](#)

Hi Maribeth,

Could you please take a look at the draft talking points for the Mayor for Monday for accuracy?

Thank you,

Kara

Karalyn (Kara) Kratowicz

Interim Deputy Mayor

City of Madison

210 Martin Luther King Jr. Blvd

Madison, WI 53703

T: 608.266.4030

E: kkratowicz@cityofmadison.com

From: whitney@techandivlife.org
To: Witzel-Behl_Maribeth
Subject: Invitation: Brief: CTCL + Madison @ Fri Nov 13, 2020 9am - 9:30am (CST) (mwitzel-behl@cityofmadison.com)
Attachments: [Attachment with redaction follows this email](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

You have been invited to the following event.

Brief: CTCL + Madison

When
Fri Nov 13, 2020 9am - 9:30am Central Time - Chicago
Joining info
Join Zoom Meeting

[Redacted]

Join by phone
(US) +1 253-215-8782 <tel:+12532158782>#>

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Joining notes Password: [Redacted]
Calendar
mwitzel-behl@cityofmadison.com
Who

whitney@techandivlife.org
- organizer

mwitzel-behl@cityofmadison.com
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To stop receiving future updates for this event, decline this event. Alternatively you can sign up for a Google account at <https://www.google.com/calendar/> and control your notification settings for your entire calendar.

Forwarding this invitation could allow any recipient to send a response to the organizer and be added to the guest list, or invite others regardless of their own invitation status, or to modify your RSVP. Learn More <https://urldefense.proofpoint.com/v2?url=https-3A_support.google.com/calendar_answer-37135-23forwarding&d-DwMfaQ&c-byehfD2ZamMFFQYPZBaqUCDuBIM9Q9wmxaiBM0cglI&r-NB_YuTQPK0Q26EKJqPouEenzZps7PYZozr0_DMPt00&m-pwHd8JcodZYdGjQ7Cy7bUSErdLjWKrmwwuJNSP9pZU&s=10mmnQ4yomJd-Y2Kk8BSTlw4ktE6ALAagkCosH0w&c=>> .

From: [Witzel-Behl, Maribeth](#)
To: "[Whitney May](#)"; [Coolidge, Tara](#); [Michelle Nelson](#)
Cc: [Josh Goldman](#)
Subject: RE: Offer: Election Day Quick Reference Guide for poll workers
Date: Thursday, October 15, 2020 10:50:30 PM

This is excellent! I'll work on customizing it for Madison this weekend. Thank you!

- Maribeth

From: Whitney May

Sent: Thursday, October 15, 2020 1:48 PM

To: Witzel-Behl, Maribeth ; Coolidge, Tara ; Michelle Nelson

Cc: Josh Goldman

Subject: Offer: Election Day Quick Reference Guide for poll workers

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Michelle, Tara, and Maribeth.

This week the folks from Center for Civic Design (CCD), Brennan Center, and CTCL drafted an [Election Day quick reference guide for Milwaukee poll workers](#).

- Milwaukee is likely to use it, and the version includes page numbers for their manual
- Easily customizable to highlight your specific procedures and approaches
- 1 page, folded, front/back, so easy for your poll workers to keep in their pocket throughout the day
- CCD and Brennan are available to help you customize

I know y'all are hustling to process mail ballots, prep for EIPAV openings next week, onboard and train staff, keep yourself and your family healthy, and a thousand other things. All of this to say, you can take or leave this offer -- no worries.

If you're interested, please alert my CTCL colleague, Josh Simon Goldman (cc'd). He can connect you with CCD & Brennan.

And thank you for all you do for your voters. Y'all are absolutely amazing.

Stay safe,

Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

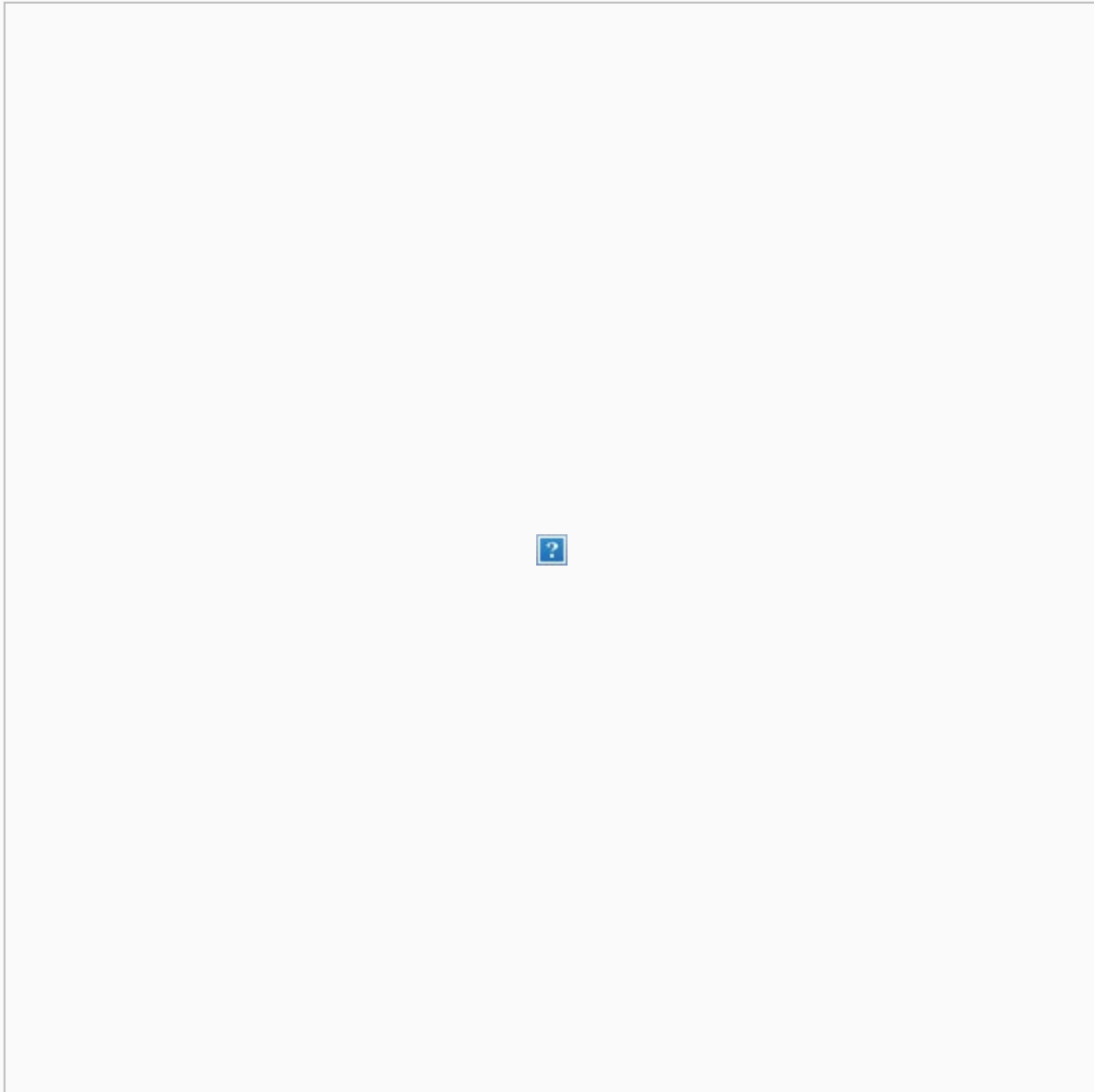
(919) 799-6173

she/her

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: The number one question we've heard this week.
Date: Thursday, October 15, 2020 6:18:13 PM

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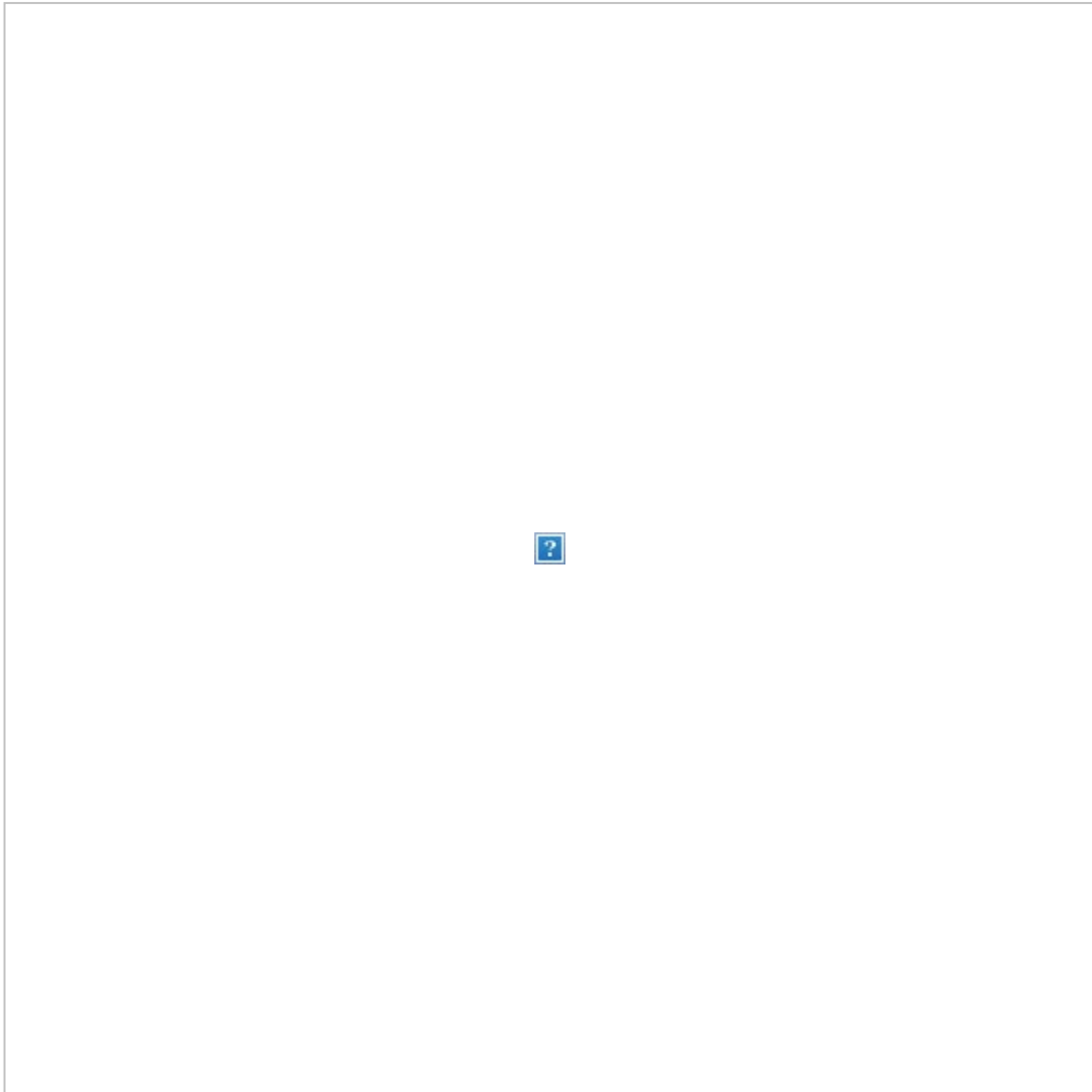


We won't be shocking anyone when we say there's a LOT of questions about voting this year. But with the election just 19 days away, a lot folks have been asking this crucial question:

"Can I Still Request an Absentee Ballot?"

[Our latest white paper answers this very question. Click here to read it on](#)

[Medium to find out if you can still request an absentee ballot in your state.](#)



[Read Our White Paper Here](#)

In many states, you can still request an absentee ballot. But really, why wait? Make sure you've requested one by going to canivote.org today.

Finally, we don't mean to sound like a broken record, but the best way for you to get accurate and timely information about voting where you live is to check with your local county elections official.

We have even more great elections content coming your way before November 3, [so stay in the loop by following us on twitter!](#)

Cheers,

Audrey Kline
National Policy Director
National Vote at Home Institute



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From: [Ellen Campbell](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: drop boxes
Date: Thursday, October 15, 2020 2:08:49 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

There's a nonprofit with drop boxes that are available for delivery now in Pennsylvania - <https://www.linkedin.com/in/sam-munger-57465714> ; sam.munger@gmail.com

Would you like to be put in touch?

On Thu, Oct 15, 2020 at 1:59 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Good afternoon.

1. Soon.
2. Yes, that would be disruptive.

Thanks.

-Maribeth

From: Ellen Campbell <ellen.campbell@2020victory.com>
Sent: Thursday, October 15, 2020 1:20 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth!

Just wanted to check in - do you know when we will get Madison's drop boxes?

We also wanted to check with you as to whether you thought it would be disruptive for us to have volunteers offering voter registration forms to voters in line at early vote locations.

Thank you! hope you are enjoying the lovely fall weather.

Best,

Ellen

On Wed, Oct 7, 2020 at 12:58 PM Ellen Campbell <ellen.campbell@2020victory.com> wrote:

Do you think you could test drive drop box sites until the drop boxes arrive by sending poll workers there to collect ballots during certain hours of the day, like you did in

August?

On Wed, Oct 7, 2020 at 12:55 PM Ellen Campbell <ellen.campbell@2020victory.com> wrote:

Ok, thanks for the update! Do you know if they're actually out of the factory and on their way to be delivered here yet, or if they are still being manufactured?

In the interim, we can keep telling people about the Library Dream Bus and the option to deliver at City Hall.

On Wed, Oct 7, 2020 at 12:52 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

We are still waiting for the drop boxes to be delivered. They have been delayed several times.

From: Ellen Campbell <ellen.campbell@2020victory.com>

Sent: Wednesday, October 7, 2020 12:51 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Subject: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth!

First, great work on Democracy in the Park. I hope the lasting result is that the out of county observers go home and lobby their city governments for more nice parks so they can be more like Madison.

Second, just wanted to see if you had any updates on drop boxes or planned locations for drop boxes. I understand that everyone in the country and their sibling is trying to get their drop boxes right now - but we'd love to have an idea of when ours will arrive and be installed so we can plan a weekend of action GOTV phone bank to get people to start using them! Do you have any updates on when they'll get here and where they are planned to be installed?

Hope you are enjoying the beautiful weather at least to some degree!

Thanks again,

Ellen

--

Ellen Campbell

Deputy Voter Protection Director

Democratic Party of Wisconsin & Biden for President - WI

Cell: 773-412-9816

Emails: ellen.campbell@2020victory.com; ellen@wisdems.org

pronouns: she/hers

wisdems.org/give

--

Ellen Campbell

Deputy Voter Protection Director

Democratic Party of Wisconsin & Biden for President - WI

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Cell: 773-412-9816

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pronouns: she/hers

wisdems.org/give

From: [Saralynn Finn](#)
To: [McClain, Maggie](#)
Cc: [Michael Spitzer-Rubenstein](#)
Subject: Re: Wisconsin Social Media Calendar
Date: Monday, October 12, 2020 2:20:19 PM
Attachments: [image002.png](#)
[image003.png](#)

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Hi Maggie,
My apologies I didn't get you this email on Friday, I had a family matter come up.

To give you a quick view of what NVAHI can offer you, we recently updated our [Communications Toolkit](#) to include a [Content Calendar](#) with posts for every day through the election, including [visuals](#) that are fully editable in Canva or Adobe Illustrator. Last week we published a [Myth Busting Factsheet](#) and [Tips for Transparency](#). Later this week we are publishing a Crisis Communications addition to the Toolkit to support jurisdictions in preparing for many likely scenarios. I am not familiar with your current communications infrastructure or needs but I am supporting other jurisdictions to implement these strategies and there are still grants available for voter education through traditional media buys, paid and organic social media, or other voter outreach efforts your city wants to pursue. We are also hosting a weekly [15-minute press huddle](#) at 12pmCT every Wednesday through the election so EO's can stay up to date on current press and share best practices for engaging the media in this chaotic time.

Let me know if you have time to connect this week, I am available every day this week but Wednesday.

Best,
Saralynn

On Wed, Oct 7, 2020 at 9:44 PM Saralynn Finn <saralynn@voteathome.org> wrote:

Hi Maggie-

My name is Saralynn Finn, I'm the Wisconsin Communications Lead at the National Vote At Home Institute. We're nearly finished developing a few toolkits for jurisdictions to use for communications. We are planning to have them available on Friday, I will share them with you then. We have a social media toolkit and a crisis response toolkit. I can be available to support you in tailoring any of these resources or messages for your community.

I will follow up with you on Friday once we have completed the first versions. In the meanwhile, if there is any way particular communications support our organization can offer please don't hesitate to reach out.

Best,
Saralynn

On Wed, Oct 7, 2020 at 11:31 AM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Hi, Michael.

Would it be possible for you to send me the resource packet so I can review and if I have any questions or feedback I can let you know?

Thanks,



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Sent: Wednesday, October 7, 2020 11:17 AM

To: 'Michael Spitzer-Rubenstein' <michael@voteathome.org>

Cc: Saralynn Finn <saralynn@voteathome.org>; McClain, Maggie <MMcClain@cityofmadison.com>

Subject: RE: Wisconsin Social Media Calendar

Hi, Michael.

I am copying Maggie McClain, our Public Information Officer, on this message. She would be the best person to talk to when it comes to social media.

Thank you!

- Maribeth

From: Michael Spitzer-Rubenstein <michael@voteathome.org>

Sent: Wednesday, October 7, 2020 10:43 AM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Saralynn Finn <saralynn@voteathome.org>

Subject: Wisconsin Social Media Calendar

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Hi Maribeth,

How are you doing in this increasingly crazy time?

We've put together a Wisconsin-specific social media calendar with suggested posts and graphics. Would there be a good time Monday afternoon or Tuesday afternoon (the 12th or 13th) to go over these resources with your City Hall communications team?

We'll share everything we've created with you and will be helpful to hear if there's anything we should adjust or focus more on.

Thanks,

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him

Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Witzel-Behl, Maribeth](#)
To: [Kratowicz, Karalyn](#)
Subject: RE: City Clerk's Office Update
Date: Monday, October 12, 2020 10:20:33 AM

Hi, Kara.

We just learned that drop boxes should be installed on Thursday and Friday!

I just added you to my Outlook calendar permissions, so you can see what's on the calendar. And our office weekly schedule is on Employeeenet here, <https://www.cityofmadison.com/employeeenet-clerk/documents/OfficeSch.pdf>.

Mike Q. is working on an updated estimate of IPAV costs this week, and we have our third quarter budget projection meeting on Thursday, so I should be able to figure out where we're at on Thursday. Sorry, I have been living in processes and not in numbers the past couple of weeks.

- Maribeth

From: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>
Sent: Monday, October 12, 2020 8:59 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: RE: City Clerk's Office Update

Thanks for the update Maribeth! Three things:

1. Are the voting boxes in place? Mayor will use one for her voting and help publicize this option.
2. FYI for now - I've been tasked to help set up a table top exercise with you and members of the EOC on voting. I'm joining the 9:00 EOC meeting this AM for a preliminary discussion. My hope is we could do this yet this week given early voting starts next week. Not sure if schedules will allow. I will follow up when I know more.
3. CTCL got back to us last week and said:
 - a. If you need to reallocate funds across categories in your Safe Voting Plan, please email grants@techandcivicliflife.org for approval.
 - b. Do you think we need to apply for additional funds if we can get the moving of funds approved? What help do you need from me on this?

Keep up the amazing work and don't hesitate to reach out for support.

KK

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Sent: Friday, October 9, 2020 4:43 PM

To: Rhodes-Conway, Satya V. <SRhodes-Conway@cityofmadison.com>

Cc: Bottari, Mary <MBottari@cityofmadison.com>; Kratowicz, Karalyn <KKratowicz@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>; Brist, Steven <SBrist@cityofmadison.com>

Subject: City Clerk's Office Update

Good afternoon.

Here are the highlights from this past week in the City Clerk's Office.

★ **Current Priority: In-Person Absentee Voting Preparations** — We are piecing together a schedule for staffing our In-Person Absentee Voting (IPAV) sites. Sixty-eight percent of our IPAV workers have only been available for remote work during the pandemic, but we find a way to make things work.

★ **Absentee Mailings** — We have issued 97,637 absentee ballots, of which 60,138 have been returned to be counted. We had 10,518 absentee ballots returned this past week.

★ **Voter Registration** — We currently have 188,493 registered voters. We have had 24,598 voters register or update their registration since the August Primary, including 3,843 this past week.

★ **Polling Place Search** — UW-Madison has decided which of its buildings we can use on Election Day, so we are all set with polling locations, other than finding a replacement for the Madison Ice Arena. Next week we will begin mailing postcards to voters whose polling location has moved since April.

★ **Election Official Training** — On Tuesday, we offered the first of four live webinars for the Presidential Election. We have also scheduled 50 Zoom sessions for Beginner training, and two Zoom sessions for Chief Inspector training.

★ **Election Day Supply Totes** — This weekend and next weekend, a group of college student poll workers will help prepare the supply totes for Election Day. This is the most dreaded, back-breaking task in the Clerk's Office, so we are spreading out the work over four weekend afternoons.

★ **Looking Ahead** — Voter registration closes on Wednesday.

From: [Witzel-Behl, Maribeth](#)
To: [IT Cyber Security Team](#)
Subject: FW: Cyber Alert
Date: Saturday, October 10, 2020 4:30:34 PM
Attachments: [AA20-259A-Iran-Based Threat Actor Exploits VPN Vulnerabilities S508C.pdf](#)

fyi

From: Ryan Chew

Sent: Saturday, October 10, 2020 10:37 AM

To: Witzel-Behl, Maribeth

Subject: Fwd: Cyber Alert

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

If you haven't already received this, I thought it might be worthwhile to pass along to your IT department the attached notice from the federal Cybersecurity agency about an Iran-based effort to target computer networks.

Ryan

The Elections Group

312 823-3384

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#)
Subject: FW: We're out with even more comms tools
Date: Saturday, October 10, 2020 4:21:03 PM

fyi

From: Lucille Wenegieme
Sent: Saturday, October 10, 2020 1:53 PM
To: Witzel-Behl, Maribeth
Subject: We're out with even more comms tools

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[View the email in your browser](#)

Hi Maribeth!

In the closing weeks of the 2020 election, the National Vote At Home Institute team is continuing to provide support to election offices across the country.

We are excited to share with you the third addition to our Communications Toolkit. **Now, election offices have access to a content calendar with suggestions on what to post each day leading up to the election, along with even more customizable content. Plus, we've included a myth-busting fact sheet to help fight back against the mis-information swirling about voting in 2020.**



[Find The Communications Toolkit Here](#)

The most trusted source of information about voting are local election officials. That's why we are committed to providing all the support we can as voters begin casting ballots in record numbers.

[Head over to our Communications Toolkit to access the full package of materials available.](#)

We're in the home stretch. As always, let us know how we can help.

Best wishes,

Lucille Wenegieme
Director of Communications & Public Relations
The National Vote at Home Institute



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|

From: [Anjali Bhasin](#)
To: [Chang, Bonnie](#)
Cc: [Witzel-Behl, Maribeth](#); [Erin Grunze](#)
Subject: Re: Election Day Cure process question
Date: Friday, October 9, 2020 10:13:53 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Bonnie,

This is all super helpful. We are trying to work with a municipality that doesn't have a cure process in place to consider putting one into place.

Also, I just received an email from Sam Munger with Secure and Modern Elections saying that they have a pool of dropboxes that can be quickly and easily deployed. Do you all need any?

One last thing, Jon Sherman who is arguing some of the cases for LWV asked if any of the municipalities had a backlog of absentee ballot applications. I told him I would check with you all to see if that was a challenge/concern for you all.

I hope you are well and appreciate all of your help!

Best,
Anjali

On Thu, Oct 8, 2020 at 5:46 PM Chang, Bonnie <BChang@cityofmadison.com> wrote:

Hello Anjali & Erin,

We are encouraging voters to return their absentees as soon as possible which gives us time to follow up with voters in case there is something missing. We are receiving thousands of absentees daily and they are checked at 5 different stops for the:

- 1) Voter's signature
- 2) Witness's signature
- 3) Witness's address

before they even go into the holding box for that ward. We call or email the voter if their witness address is missing. We otherwise mail their absentee ballot back within approx. 1 day of receiving it along with a letter explaining how they can fix it.

What exactly did the other municipality need help with? Because we check the absentees 5 times before they even go into the secured box for the ward, we hope to reduce rejection rates. If voters are dropping off their absentees curbside on election day, election officials can help a voter cure right then and there. When a voter returns or requests absentees in that short period before the election, that abbreviates the time we have to help.

Thank you for all you do,

Bonnie

From: Anjali Bhasin <anjali@conservationvoices.org>

Sent: Wednesday, October 7, 2020 4:46 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Chang, Bonnie <BChang@cityofmadison.com>

Cc: Erin Grunze <erin@votingrightslab.org>

Subject: Election Day Cure process question

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth and Bonnie,

I hope you are both doing okay - despite everything happening in the world and heavy workload. Erin Grunze and I are talking with another municipality - who has had a high absentee ballot rejection rate about their cure process. We were wondering if you might be able to share what you all do in terms of curing ballots on election day. We'd love to have a sense of your process or what you think works well so we can share ideas as we work with other municipalities.

I hope you are both well and thanks for all of the work you are both doing!

Best,

Anjali

--

Anjali Bhasin

Civic Engagement Director

Wisconsin Conservation Voices

She/her/hers

anjali@conservationvoices.org

--

Anjali Bhasin

Civic Engagement Director

Wisconsin Conservation Voices

She/her/hers

anjali@conservationvoices.org

From: [Rocio Hernandez \(Center for Tech and Civic Life\)](#)
To: [Kratowicz, Karalyn](#)
Cc: [Witzel-Behl, Maribeth](#)
Subject: [Center for Tech and Civic Life] Re: RE: [Center for Tech and Civic Life] Re: Fwd: City of Madison Safe Voting Grant Question re: Budget
Date: Thursday, October 8, 2020 4:12:26 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Your request (475) has been updated. To add additional comments, reply to this email.



Rocio Hernandez (Center for Tech and Civic Life)

Oct 8, 2020, 16:12 GMT-5

Hi Kara,

Apologies for the delay in getting you an answer. If you need to reallocate funds across categories in your Safe Voting Plan, please email grants@techandcivicliflife.org for approval.

Best,
Rocío



KKratowicz

Oct 7, 2020, 10:14 GMT-5

Hello Rocio,

Thank you for your previous reply. Could you please help follow up with the individual who was meant to respond to the budget question below? I did not see a reply. We are trying to assess whether we need to apply for additional funding for overages in poll worker expenses. Happy to answer questions as needed.

Best,
Kara

From: Rocio Hernandez (Center for Tech and Civic Life)

<help@techandcivicliflife.org>

Sent: Wednesday, September 23, 2020 5:37 PM

To: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>

Subject: [Center for Tech and Civic Life] Re: Fwd: City of Madison Safe Voting Grant Question re: Budget

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Your request (191) has been updated. To add additional comments, reply to this email.

Rocio Hernandez (Center for Tech and Civic Life)

|| Sep 23, 2020, 17:36 GMT-5

Hi Kara,

I forwarded your question to the appropriate person. You should expect to hear back from them soon.

All the best,
Rocío

Dennis Granados (Center for Tech and Civic Life)

|| Sep 22, 2020, 15:53 GMT-5

----- Forwarded message -----

From: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>

Date: Tue, Sep 22, 2020 at 10:44 AM

Subject: City of Madison Safe Voting Grant Question re: Budget

To: tiana@techandcivicliflife.org <tiana@techandcivicliflife.org>, dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>

Cc: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Hello and Good Morning,

I'm reaching out with a question about the CTCL grant the City of Madison received in partnership with the other four cities in Wisconsin. I'm not sure if either of you are the best contact. Please refer me if need be.

Current expenses under are grant are over in poll worker wages and drop box expenses. However, we are under in tents, ipads/hotspots, and clerk's office overtime. Are we able to move money across our identified categories? If so, is there a specific way you want this reported back to you?

Please let me know if you have questions for us.

Thank you,
Kara

>>> *The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by [phone](#), or by [mail](#).* <<<

Karalyn (Kara) Kratowicz

Interim Deputy Mayor

City of Madison

210 Martin Luther King Jr. Blvd

Madison, WI 53703

T: 608.266.4030

E: kkratowicz@cityofmadison.com

--

Dennis Granados
Executive & Development Assistant
techandcivicliflife.org

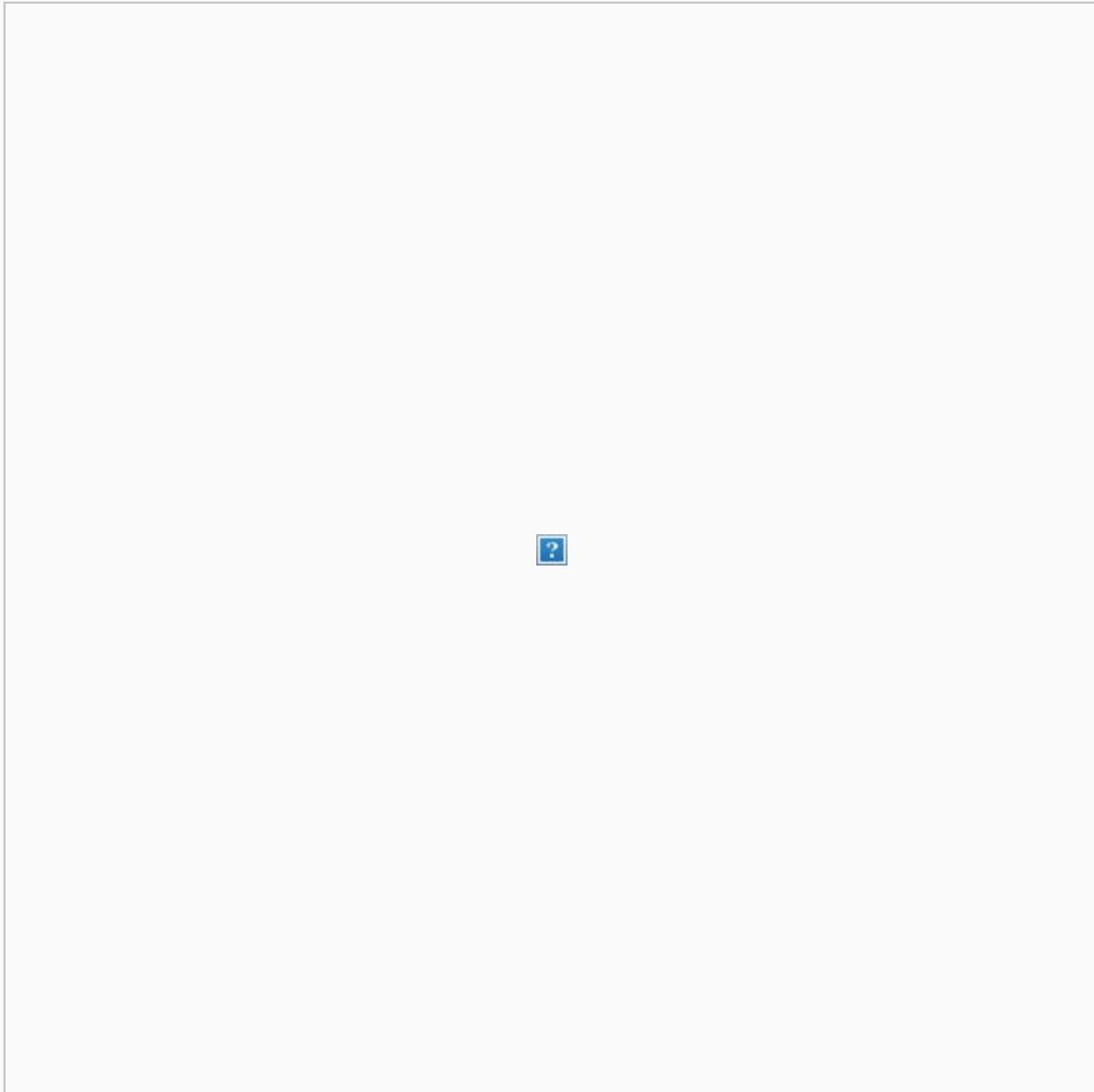
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This email is a service from Center for Tech and Civic Life. Delivered by [Zendesk](#)

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Can I vote in person if I was mailed a ballot?
Date: Thursday, October 8, 2020 2:36:12 PM

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[View the email in your browser](#)

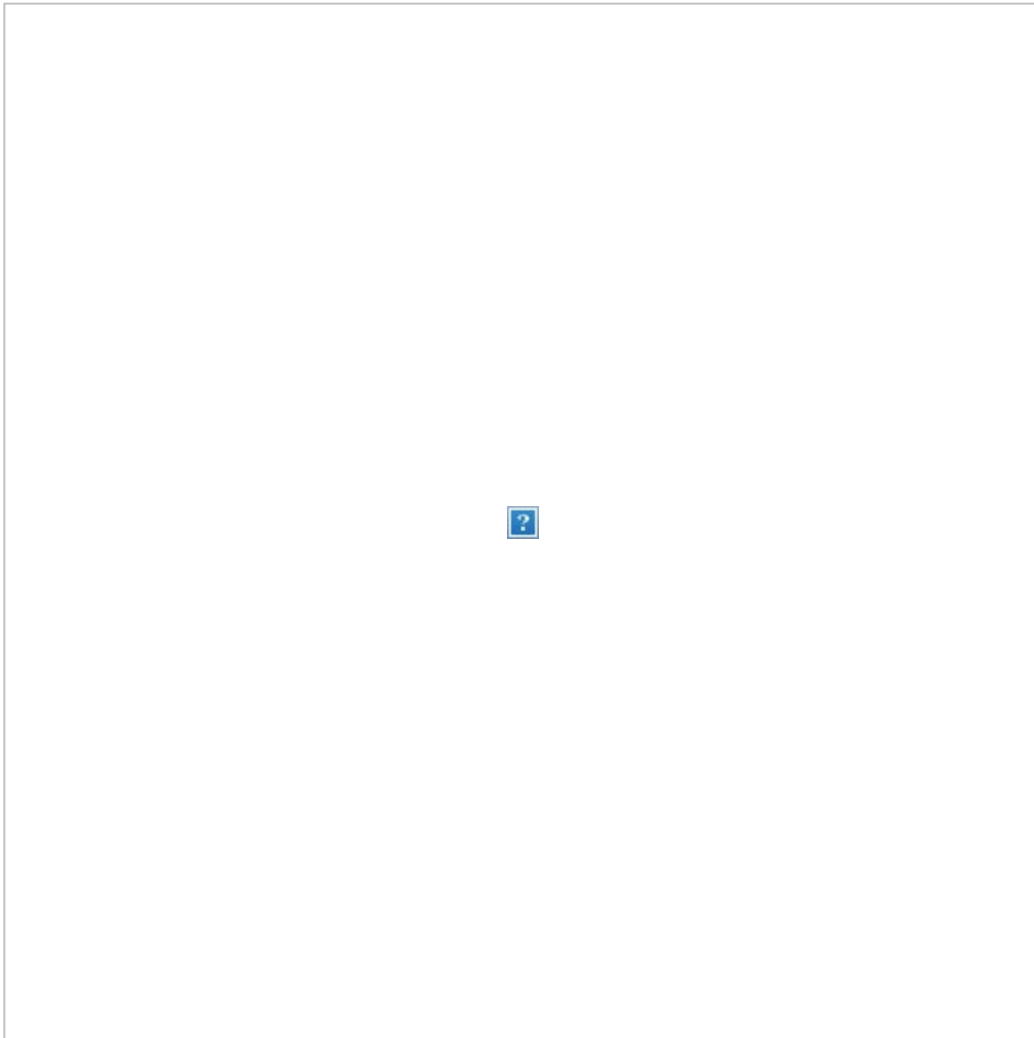


This election season is leaving many Americans with more questions than answers when it comes to voting, Maribeth.

Our team is laser focused on making sure everyone has the right information they need to cast their vote in November, which is why our latest Policy White Paper focuses on a fundamental question: [Can I still vote in person if I was](#)

[mailed a ballot?](#)

While not surprising, every state has different rules on this topic.



[Read our latest white paper for more information. As always however, the best way to get the latest most accurate information is to contact your county elections office.](#)

We will be coming out with even more policy papers in the coming days and weeks, so keep an eye out for even more content.

Cheers,

Audrey Kline
National Policy Director
National Vote at Home Institute



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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Saralynn Finn](#)
To: [McClain, Maggie](#)
Cc: [Michael Spitzer-Rubenstein](#)
Subject: Re: Wisconsin Social Media Calendar
Date: Wednesday, October 7, 2020 8:44:58 PM
Attachments: [image002.png](#)
[image003.png](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maggie-

My name is Saralynn Finn, I'm the Wisconsin Communications Lead at the National Vote At Home Institute. We're nearly finished developing a few toolkits for jurisdictions to use for communications. We are planning to have them available on Friday, I will share them with you then. We have a social media toolkit and a crisis response toolkit. I can be available to support you in tailoring any of these resources or messages for your community.

I will follow up with you on Friday once we have completed the first versions. In the meanwhile, if there is any way particular communications support our organization can offer please don't hesitate to reach out.

Best,
Saralynn

On Wed, Oct 7, 2020 at 11:31 AM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Hi, Michael.

Would it be possible for you to send me the resource packet so I can review and if I have any questions or feedback I can let you know?

Thanks,



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Sent: Wednesday, October 7, 2020 11:17 AM

To: 'Michael Spitzer-Rubenstein' <michael@voteathome.org>

Cc: Saralynn Finn <saralynn@voteathome.org>; McClain, Maggie <MMcClain@cityofmadison.com>

Subject: RE: Wisconsin Social Media Calendar

Hi, Michael.

I am copying Maggie McClain, our Public Information Officer, on this message. She would be the best person to talk to when it comes to social media.

Thank you!

- Maribeth

From: Michael Spitzer-Rubenstein <michael@voteathome.org>

Sent: Wednesday, October 7, 2020 10:43 AM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Saralynn Finn <saralynn@voteathome.org>

Subject: Wisconsin Social Media Calendar

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

How are you doing in this increasingly crazy time?

We've put together a Wisconsin-specific social media calendar with suggested posts and graphics. Would there be a good time Monday afternoon or Tuesday afternoon (the 12th or 13th) to go over these resources with your City Hall communications team?

We'll share everything we've created with you and will be helpful to hear if there's anything we should adjust or focus more on.

Thanks,

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him



Learn more about:

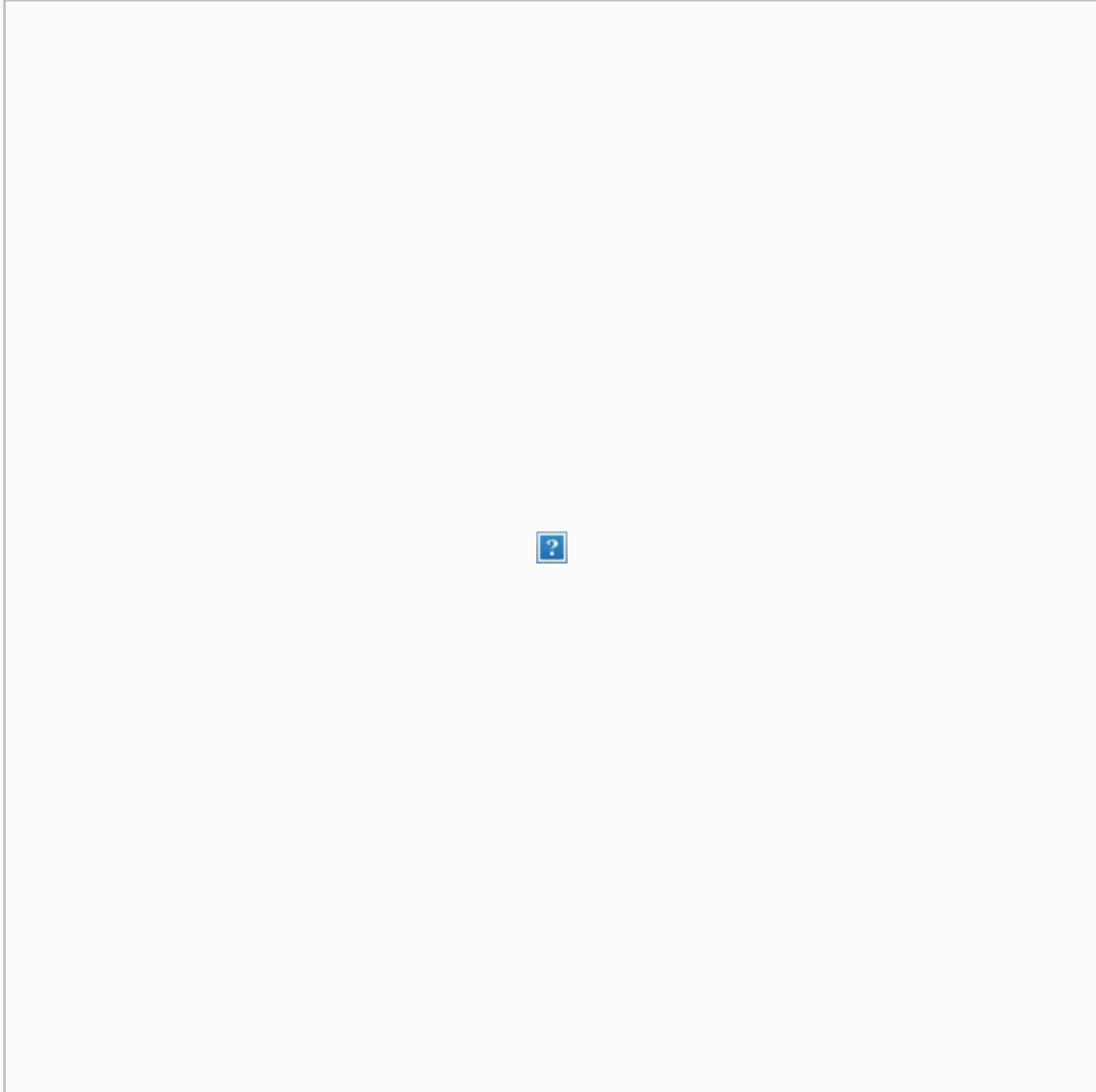
[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Amber McReynolds](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Tomorrow's event with the Carter Center
Date: Wednesday, October 7, 2020 11:56:55 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.



[View the email in your browser](#)

How can election officials, strapped for time, make the election process more transparent to voters and build trust and confidence across the electorate?

[We'll be talking about just that tomorrow](#) when we launch our guide for transparency in partnership with the Carter Center. Join us, and hear from 3 county clerks on how they took action and made their office, more transparent for voters.

Our Top Tips for Transparency include:

Create and share content on social media and your website.

Proactively engage the press.

Invite people in to see the process for themselves - this year, virtually.

...and more!

Tips for Transparency: How Local Election Officials Can Strengthen Voter Trust in Elections

Thursday, October 8th

2:00 - 3:00 p.m. MT

REGISTER HERE!

We hope you or someone from your staff will join us tomorrow for this discussion, as we explore ways to help voters better understand the important work you do and how they can best make their voices heard.

Talk soon,

Amber McReynolds
Chief Executive Officer
National Vote at Home Institute



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From: [Center for Tech and Civic Life](#)
To: [Kratowicz, Karalyn](#)
Cc: [Witzel-Behl, Maribeth](#)
Subject: [Request received]
Date: Wednesday, October 7, 2020 10:14:41 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Your request (475) has been received and is being reviewed by our team. To add additional comments, reply to this email. Expect to hear from us soon!

Have questions about implementing public health measures, upscaling absentee ballot processing, or educating voters? Visit CTCL's new Elections Resources for Safe Elections website, a collection of free and easy to use resources devoted to helping you navigate today's election challenges at <https://resources.techandcivicle.org/>.

This email is a service from Center for Tech and Civic Life. Delivered by [Zendesk](#)

From: [Kratowicz, Karalyn](#)
To: ["Center for Tech and Civic Life"](#)
Cc: [Witzel-Behl, Maribeth](#)
Subject: RE: [Center for Tech and Civic Life] Re: Fwd: City of Madison Safe Voting Grant Question re: Budget
Date: Wednesday, October 7, 2020 10:14:27 AM

Hello Rocio,

Thank you for your previous reply. Could you please help follow up with the individual who was meant to respond to the budget question below? I did not see a reply. We are trying to assess whether we need to apply for additional funding for overages in poll worker expenses. Happy to answer questions as needed.

Best,
Kara

From: Rocio Hernandez (Center for Tech and Civic Life)
Sent: Wednesday, September 23, 2020 5:37 PM
To: Kratowicz, Karalyn
Subject: [Center for Tech and Civic Life] Re: Fwd: City of Madison Safe Voting Grant Question re: Budget

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Your request (191) has been updated. To add additional comments, reply to this email.

Rocio Hernandez (Center for Tech and Civic Life)



Sep 23, 2020, 17:36 GMT-5

Hi Kara,

I forwarded your question to the appropriate person. You should expect to hear back from them soon.

All the best,
Rocío

Dennis Granados (Center for Tech and Civic Life)



Sep 22, 2020, 15:53 GMT-5

----- Forwarded message -----

From: **Kratowicz, Karalyn** <KKratowicz@cityofmadison.com>
Date: Tue, Sep 22, 2020 at 10:44 AM
Subject: City of Madison Safe Voting Grant Question re: Budget
To: tiana@techandcivicliflife.org <tiana@techandcivicliflife.org>, dennis@techandcivicliflife.org <dennis@techandcivicliflife.org>
Cc: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Hello and Good Morning,

I'm reaching out with a question about the CTCL grant the City of Madison received in partnership with the other four cities in Wisconsin. I'm not sure if either of you are the best contact. Please refer me if need be.

Current expenses under the grant are over in poll worker wages and drop box expenses. However, we are under in tents, iPads/hotspots, and clerk's office overtime. Are we able to move money across our identified categories? If so, is there a specific way you want this reported back to you?

Please let me know if you have questions for us.

Thank you,
Kara

>>> *The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by [phone](#), or by [mail](#).* <<<

Karalyn (Kara) Kratowicz

Interim Deputy Mayor

City of Madison

210 Martin Luther King Jr. Blvd

Madison, WI 53703

T: 608.266.4030

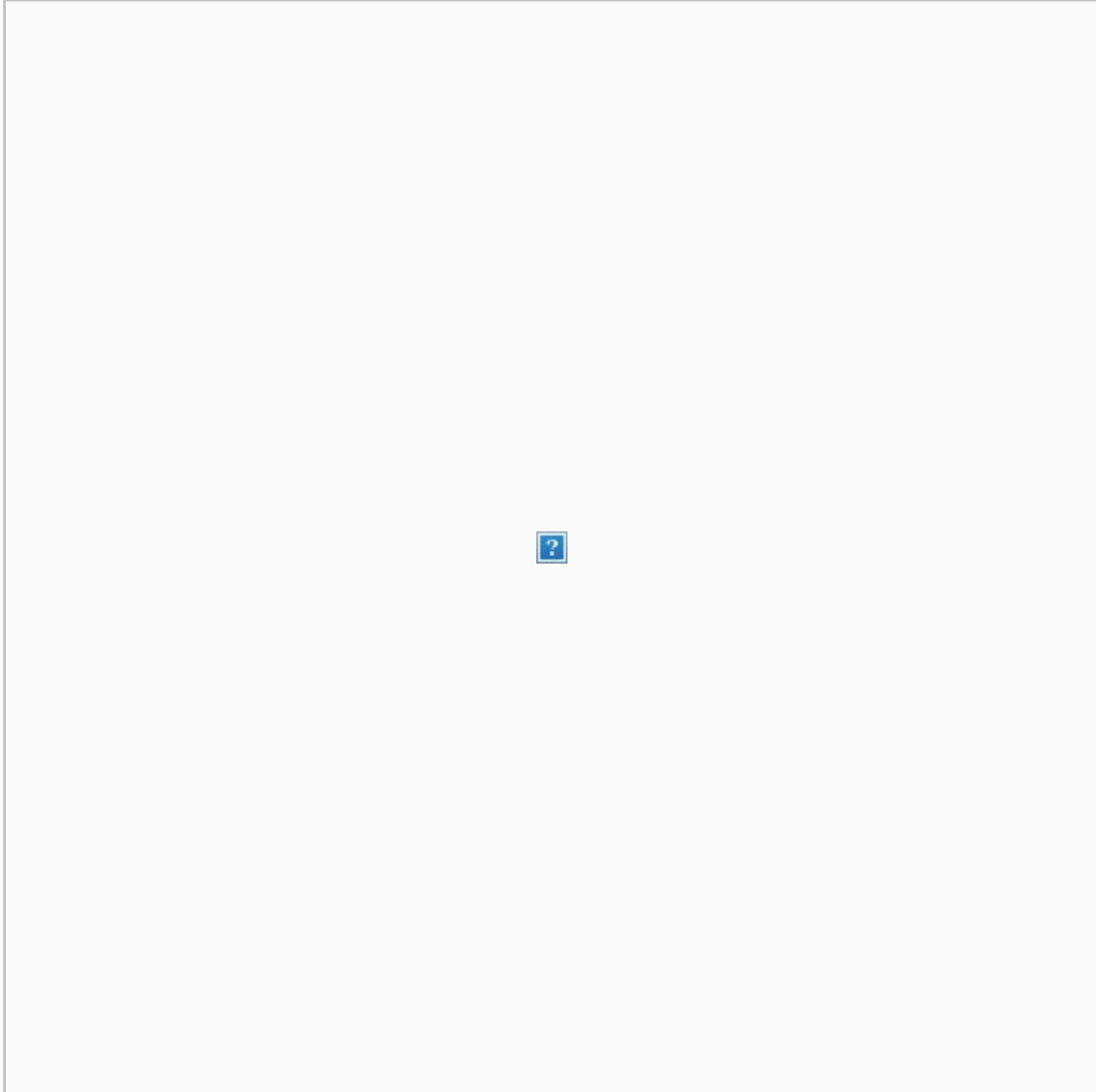
E: kkratowicz@cityofmadison.com

--

Dennis Granados
Executive & Development Assistant
techandcivicleave.org

From: [Topher Williams, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: It's #MailReady Day
Date: Tuesday, October 6, 2020 12:28:42 PM

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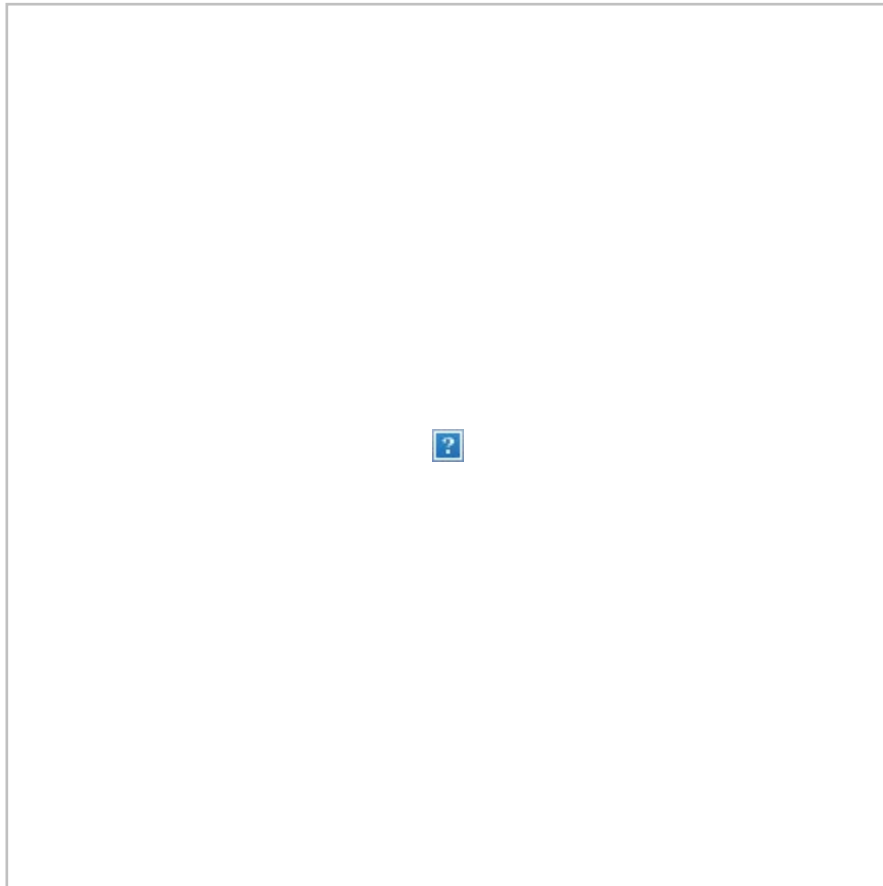
[View the email in your browser](#)

Hi there, Maribeth!

Today is day two of National Voter Education Week, and today is our favorite day of them all: #MailReady Day!

We are putting out all kinds of great content all day to promote voting at home and by mail to voters across the country. Will you follow along and join us by

sharing our content?



Share our video on Twitter, Facebook and Instagram and help us amplify our message: Voting at Home is safe, secure and easy!

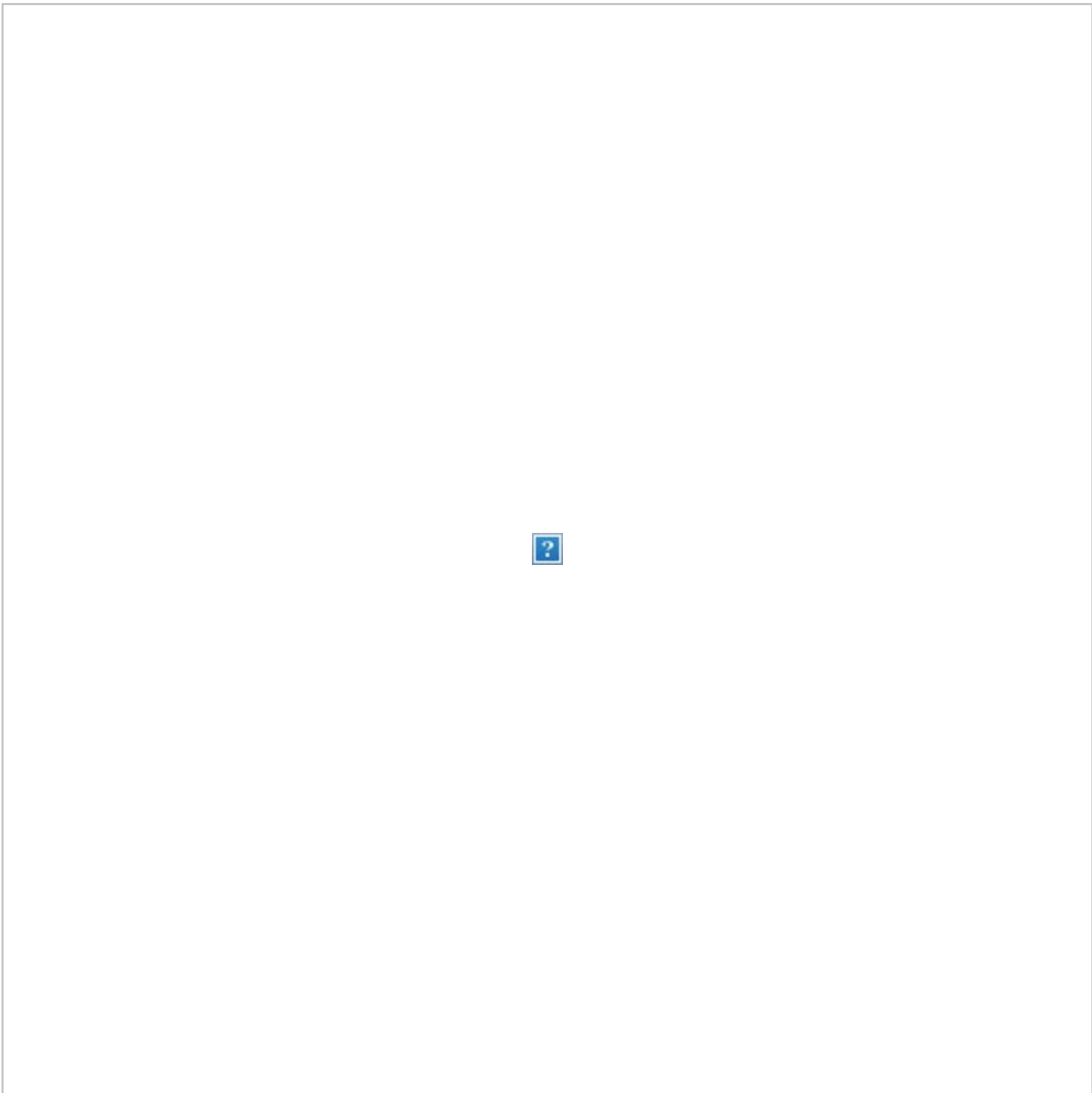
Our CEO, Amber McReynolds is joining a panel discussion at 2 PM Eastern with the Bipartisan Policy Center to discuss how folks can get #MailReady. If you want to join her, you can still register below!

REGISTER HERE

Today at 5 PM Eastern, we are going Live on Facebook and Instagram with Adrian Fontes, the Maricopa County Recorder to discuss how voting in Arizona works, and walk folks through how they can get their ballot by mail. Make sure you are [following us on Facebook](#) so you don't miss this great discussion!

We are so excited to be part of the very first National Voter Education Week — but you can still be part of the fun too! [Head over to the content page on the NVEW website and you'll find all kinds of great content you can share](#)

with your followers online so you don't miss out on the action!



Thanks for being part of the team! We can't wait to see all your NVEW content!

Topher Williams
Digital Engagement Strategist
National Vote at Home Institute



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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Katie Krummeck](#)
To: [Clerk](#)
Subject: COVID-19 Resources for Elections Officials from Stanford-MIT Healthy Elections Project
Date: Tuesday, October 6, 2020 10:51:59 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Greetings Maribeth,

Thanks you for all that you do to ensure a safe, fair and free election for the people of Dane County. **Clear and accurate information** about how to **safely administer elections** is more important than ever during the pandemic, and this email contains high-quality, **easy-to-use resources** to support your work to **set up polling places** and **train poll workers**, as well as other topics.

We're excited to share some of the resources that we've been developing in partnership with the [Stanford - MIT Healthy Elections Project](#), lead by Nate Persily and Charles Stewart III, and a team of human-centered designers from [the d.school](#) at Stanford University.

The team at the d.school has been creating resources (and there's more to come) that are intended for use by elections officials. To give you a preview of what we have been creating, there are two resources that we are very excited to share with you all - a guidebook for creating a healthy polling place and educational materials for training poll workers to work during COVID-19.

COVID-Related Polling Place Signage

These PDF files are ready to be printed (on letter paper) and put into use in your polling place. Each of these files contain 17 images of different signs. Languages currently available include: English, Spanish, Chinese, Hindi, French, Indonesian, Portuguese, Russian, Turkish, Ukrainian and Vietnamese. We are constantly updating the languages we have available. Please [contact us](#) if you have any feedback or if you have a request for translation into another language.

<https://healthypolls.stanford.edu/resources/hh086ouhjj007082ue4cufy1e46bv1-sf4s8>

Healthy Polling Place Guidebook

This document is for the incredibly busy election officials who need practical examples for running healthy elections during a global pandemic. The document has recommendations drawn from the U.S. Centers for Disease Control and Prevention (CDC) and examples of how these practices have been put in place by election administrators from across the country during the 2020 primary elections. <https://healthypolls.stanford.edu/resources/healthy-polling-places-guidebook>

Poll Worker Training: Working Elections During COVID-19

Working Elections During COVID-19 is a ready-to-use training module for poll workers on how to keep themselves and voters safe from COVID-19. It is meant to augment existing poll worker training. It comes with an editable slide deck (in multiple formats) and a script. The script makes note of places to customize content so that the training matches your jurisdiction's specifications. This training can be delivered in a variety of formats best suited to your needs, as described in the overview of the guide and script. The health and safety guidelines presented in this training are based on information available from the U.S. Centers for Disease Control and Prevention (CDC), and practices adopted by election offices across the country during the 2020 primary elections.

<https://healthypolls.stanford.edu/resources/pollworker-training>

We have also created an *Ask An Expert* video series featuring Jennifer Morrell, a partner at [The Elections Group](#). These short videos cover topics such as:

- [Mail-in Ballots: 4 Types of Verification](#)
- [Ballot Drop Box Security](#)
- [Ballot Box Retrieval Process](#)
- [Will voters use a Ballot Drop Box?](#)

These resources are just the start of this collaboration. We will be adding more resources in the days leading up the election. Expect to see more soon and watch our [twitter feed](#) and emails for upcoming offerings or go to <https://healthypolls.stanford.edu> to learn more. You can also reach us at healthypolls@dschool.stanford.edu.

Thanks!

Katie Krummeck & the team at the [Healthy Elections Project](#)

From: [Witzel-Behl, Maribeth](#)
To: ["Ryan Chew"](#)
Cc: [Quieto, Michael](#)
Subject: RE: Election Inspector News / Covid-19 and the Election
Date: Friday, October 2, 2020 3:26:58 PM

Hi, Ryan.

We send our poll workers a newsletter around the 15th of every month. We call it Madison Votes.

Mike and I put the newsletter together each month, so I am including him in this message.

- Maribeth

From: Ryan Chew

Sent: Friday, October 2, 2020 3:08 PM

To: Witzel-Behl, Maribeth

Subject: Fwd: Election Inspector News / Covid-19 and the Election

Caution: This email was sent from an external source. Avoid unknown links and attachments.

MariBeth,

We drafted the email below as an Inspector Newsletter for Milwaukee. I thought I'd forward in case you don't have one, and would be interested in having us adapt this for you. It's intended to go out weekly through Monday, 11/2.

It sounds like your first Voting in the Parks day went very well, considering the static generated. And you're nearing 50% of your mail ballots returned!

Ryan Chew

The Elections Group

312 823-3384

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

----- Forwarded message -----

From: Milwaukee Election Commission <jzunig@milwaukee.gov>

Date: Thu, Oct 1, 2020 at 3:19 PM

Subject: Election Inspector News / Covid-19 and the Election

To: <ryan@electionsgroup.com>

□




Election Inspector News / Covid-19 and the Election



An Update from the Milwaukee Election Commission


Thanks for signing up to be an Inspector. We've got hundreds of new recruits, so you're joining a full team. We're focusing today on Covid-19 safety. Learning how we've prepared can help you feel comfortable with your role, knowing that you're part of a safe team.



Mail Voters & You

One big factor making election day easier, and healthier, is that about 100,000 Milwaukee voters, have already requested mail ballots. Each is someone you won't have to check in.

Remind friends and family who are voting by mail to sign their ballot envelope and get a witness to sign as well. If voters fail to complete the certifications, they can vote on Election Day.



Personal Protective Equipment (PPE)

We're providing a full set of PPE including a mask and face shield for every inspector. We will have plexiglass barriers at receivers and registrar tables, keeping your air space separate from the voters. We also provide gloves, hand sanitizer and surface disinfectant.

We will issue enough pens that each voter can mark their ballot with a fresh one, to avoid contact transmission. And we will have masks for any voter without one.



Social Distancing in the Polling Place

To help voters practice social distancing, we are providing floor tape for 6-foot markings, and a 6-foot length of string to measure it out. Every site will have a greeter overseeing the line, reminding voters to have ID ready and identifying those who have come to the wrong place, so their stay at the receivers or registrar table is short.

As an option for providing additional separation for vulnerable, sick or mask-less voters, you can offer Curbside Voting using procedures in the Election Day Manual.

Thanks again for joining us for this historic election. Please pick up your manual and take your training. To receive payment, you must provide a copy of your Social Security card and complete the Employee Information Sheet.

If for some reason you realize you cannot work on Election Day, let us know as quickly as possible at electionworker@milwaukee.org.

Look for the next issue of Election Inspector News in your Inbox next week.

Sincerely,

Jonatan Zuñiga

Deputy Director

City of Milwaukee Election Commission

Helpful Links

- [Election Commission website](#)
- [Voter Registration](#)
- [Absentee Voting](#)
- [Inspector Training](#)

City of Milwaukee Election Commission | City Hall, 200 E. Wells Street, Room 501, Milwaukee, WI 53202

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From: [Hing, Geoffrey](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Stockton, Gracie](#)
Subject: Re: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis
Date: Friday, October 2, 2020 10:33:43 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Excellent. What's the best way to reach you at that time? I can set up a Zoom meeting, or we can give you a call.

Best,
Geoff

From: "Witzel-Behl, Maribeth"
Date: Friday, October 2, 2020 at 10:17 AM
To: "Hing, Geoffrey"
Cc: "Stockton, Gracie"
Subject: RE: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis
That would be fine.

From: Hing, Geoffrey
Sent: Friday, October 2, 2020 9:48 AM
To: Witzel-Behl, Maribeth
Cc: Stockton, Gracie
Subject: Re: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis

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Wonderful. How about Tuesday, October 6 at 1 p.m. Central then?

Best,
Geoff

From: "Witzel-Behl, Maribeth" <MWitzel-Behl@cityofmadison.com>
Date: Thursday, October 1, 2020 at 9:54 PM
To: "Hing, Geoffrey" <ghing@apmreports.org>
Cc: "Stockton, Gracie" <gstockton@apmreports.org>
Subject: RE: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis
I am free Tuesday between 12 and 5.

- Maribeth
-

From: Hing, Geoffrey <ghing@apmreports.org>
Sent: Thursday, October 1, 2020 4:14 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Cc: Stockton, Gracie <gstockton@apmreports.org>
Subject: Re: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

Thank you so much for your quick reply.

Are you available at some time Monday between 9 a.m. and 12 p.m. or Tuesday 12 p.m. – 5 p.m.?

Best,

Geoff

From: "Witzel-Behl, Maribeth" <MWitzel-Behl@cityofmadison.com>

Date: Thursday, October 1, 2020 at 4:07 PM

To: "Hing, Geoffrey" <ghing@apmreports.org>

Cc: "Stockton, Gracie" <gstockton@apmreports.org>

Subject: RE: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis

No problem! Were you looking at a particular day next week?

- Maribeth

From: Hing, Geoffrey <ghing@apmreports.org>

Sent: Thursday, October 1, 2020 3:57 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Stockton, Gracie <gstockton@apmreports.org>

Subject: Interview request to talk about implementation of the Wisconsin Safe Voting Plan, equity analysis

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good afternoon,

We spoke at the very end of July about mail delivery, rejected absentee ballots and a number of other election administration topics. In that interview you mentioned the Center for Tech and Civic Life grant as well as an equity analysis that you performed after the April primary. I understand that you're very busy right now, but do you have any availability early next week to speak with my colleague and me about the equity analysis, the implementation of the Safe Voting Plan and the pushback against some of your office's voting access efforts?

Also, does this document

(<https://www.cityofmadison.com/clerk/documents/Pandemic%20Voting%20Access%20Equity%20Analysis.pdf>) represent the results of the equity analysis? Are there any additional documents or attachments, in particular data sets or results of data analysis?

Best,

Geoff

--

Geoff Hing

Data Reporter, APM Reports

Email: ghing@apmreports.org

Office: 651.290.1042

Mobile/Signal: 773.969.6436

From: [Alexander Lundy](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Tips for Transparency: How Local Election Officials Can Strengthen Voter Trust in Elections Confirmation
Date: Thursday, October 1, 2020 1:30:23 PM

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Hi Maribeth Witzel-Behl,



Thank you for registering for "Tips for Transparency: How Local Election Officials Can Strengthen Voter Trust in Elections".

If you have any questions about the event, please reach out to Rachel Lefsky - Rachel@VoteatHome.org

Please submit any questions to: Alexander@VoteatHome.org

Date Time: Oct 8, 2020 02:00 PM Mountain Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:



Note: This link should not be shared with others; it is unique to you.

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Description: The National Vote at Home Institute and The Carter Center are supporting election officials across the country as they work to prepare successful, high-confidence elections, despite the challenges of the 2020 cycle.

Join us as we launch our guide for election officials to increase transparency and build voter trust throughout the election process. We will discuss best practices for transparent operations and ways to engage the public and the media in the process, highlighting how election officials in Boulder County, Colorado, Orange County, California and Weber County, Utah have implemented some of these practices.

Moderators:

Amber McReynolds, CEO, National Vote at Home Institute
David Carroll, Director, Democracy Program, The Carter
Center

Panelists:

Molly Fitzpatrick, Boulder County Clerk and Recorder
Ricky Hatch, Weber County Clerk/Auditor
Neal Kelley, Orange County Registrar of Voters

If you have any questions about the event, please reach out to
Rachel Lefsky - Rachel@VoteatHome.org

Or iPhone one-tap :

US: +13017158592, [REDACTED] # or
+13126266799, [REDACTED] #

Or Telephone:

Dial(for higher quality, dial a number based on your current
location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558
8656 or +1 253 215 8782 or +1 346 248 7799 or +1 669
900 9128

Webinar ID: [REDACTED]

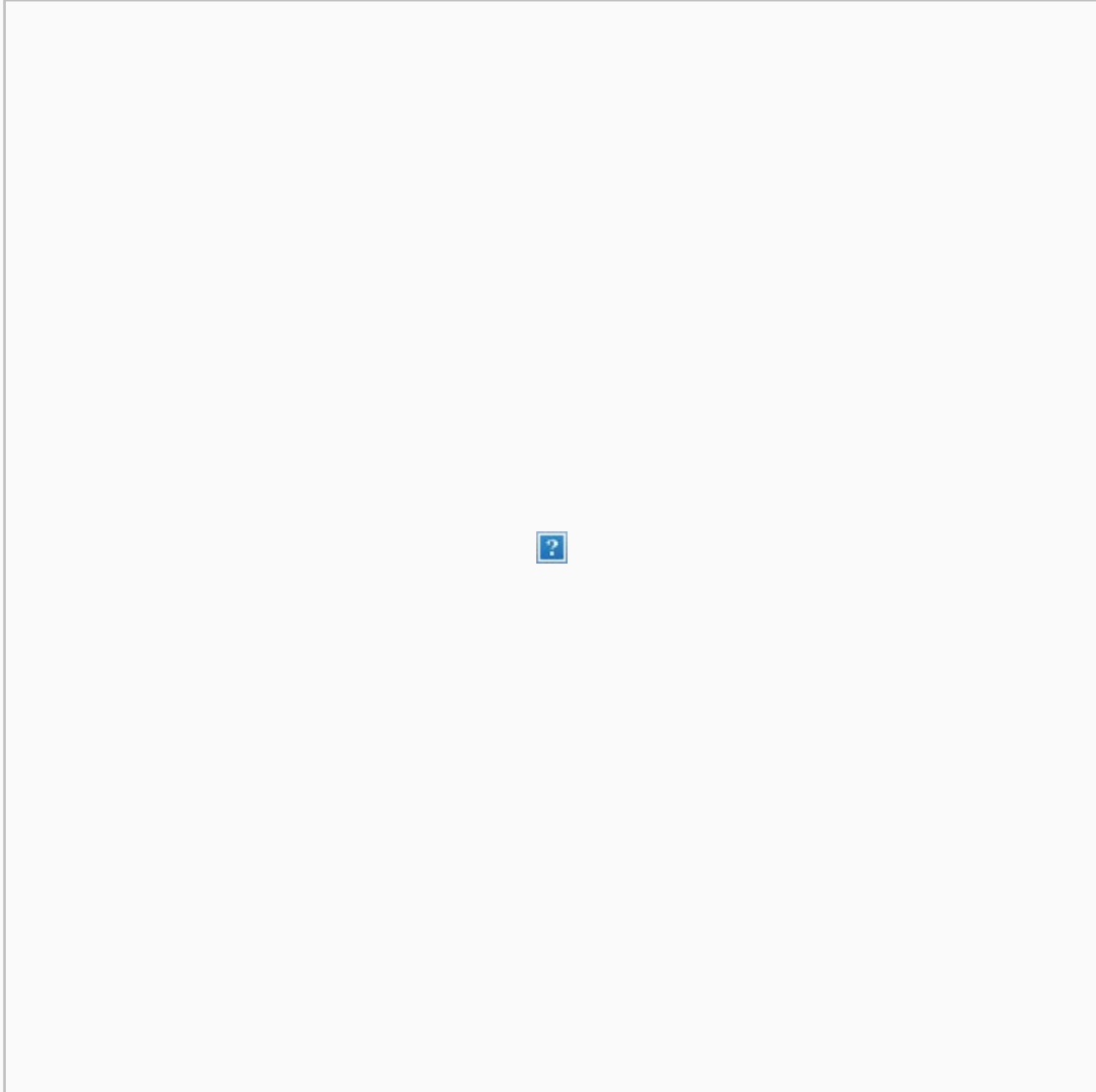
International numbers available:

<https://us02web.zoom.us/j/kcC0g0bMLr>

You can [cancel](#) your registration at any time.

From: [Hillary Hall, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: You're Invited: Tips for Transparency and Voter Trust
Date: Thursday, October 1, 2020 1:29:18 PM

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[View the email in your browser](#)

Maribeth - You're invited to join The National Vote at Home Institute and The Carter Center as we launch our guide for election officials to increase transparency and build voter trust throughout the election process.

We'll discuss best practices for transparent operations and ways to engage the public and the media in the process, hearing directly from election officials in Boulder County, Colorado, Orange County, California and Weber County, Utah

on how they've implemented some of these practices. [RSVP for this event today!](#)

We know you are so busy preparing for the election and encourage you to forward this to any of your communications or other staff who might find this event useful.

Tips for Transparency: How Local Election Officials Can Strengthen Voter Trust in Elections

**Thursday, October 8th
2:00 - 3:00 p.m. MT**

REGISTER HERE!

We're here to support you in your work to prepare successful, high-confidence elections and look forward to sharing some of the ways you can increase transparency into the process for your constituents.

As always, thank you for the work you do for our democracy and please don't hesitate to reach out with any questions.

Warmly,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



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From: [McClain, Maggie](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Are you ready for next week?
Date: Thursday, October 1, 2020 8:09:02 AM
Attachments: [image004.png](#)
[image005.png](#)

These are awesome graphics. I will schedule them for next week.

Thanks,



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](#)

From: Witzel-Behl, Maribeth

Sent: Wednesday, September 30, 2020 6:46 PM

To: McClain, Maggie

Subject: FW: Are you ready for next week?

fyi

From: Topher Williams, NVAHI <info@voteathome.org>

Sent: Wednesday, September 30, 2020 5:02 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Subject: Are you ready for next week?

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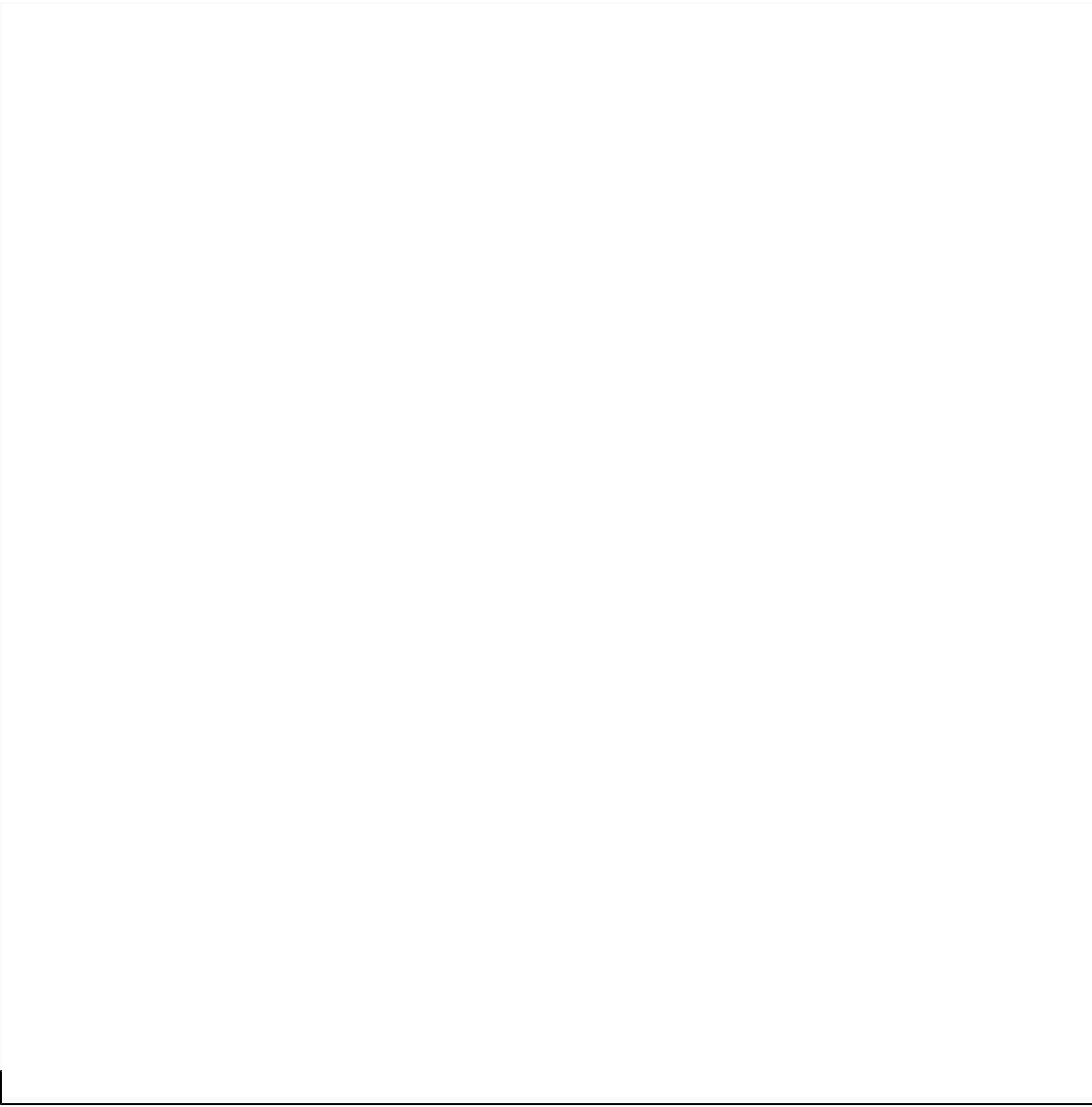


[View the email in your browser](#)


Hi there, Maribeth!

I'm not sure if you heard, but National Voter Education Week is next week, and we want to make sure you have all the tools you need to participate!

The hardworking coalition spearheading National Voter Education Week has put together an easy to use [social media toolkit](#) with graphics you can download directly and push out to your voters.



Each day of the week has a different theme, so you can join us and other partners around the country to amplify all the key topics each day. Check out the calendar below!



In addition to shareable content, you can find handy resources like slide decks and one-pagers online that will help you make sure your messaging resonates and your team is ready to go next week.

[Find All the Partner Resources Here](#)

As always, we are here to help you do your job. If you have any questions or need suggestions on how best to engage with National Voter Education week, send me an email at topher@voteathome.org.

Thank you so much for all the work you've done already this election cycle. We see you and we've got your back.

Good luck next week!

Topher Williams
Digital Engagement Strategist
National Vote at Home Institute

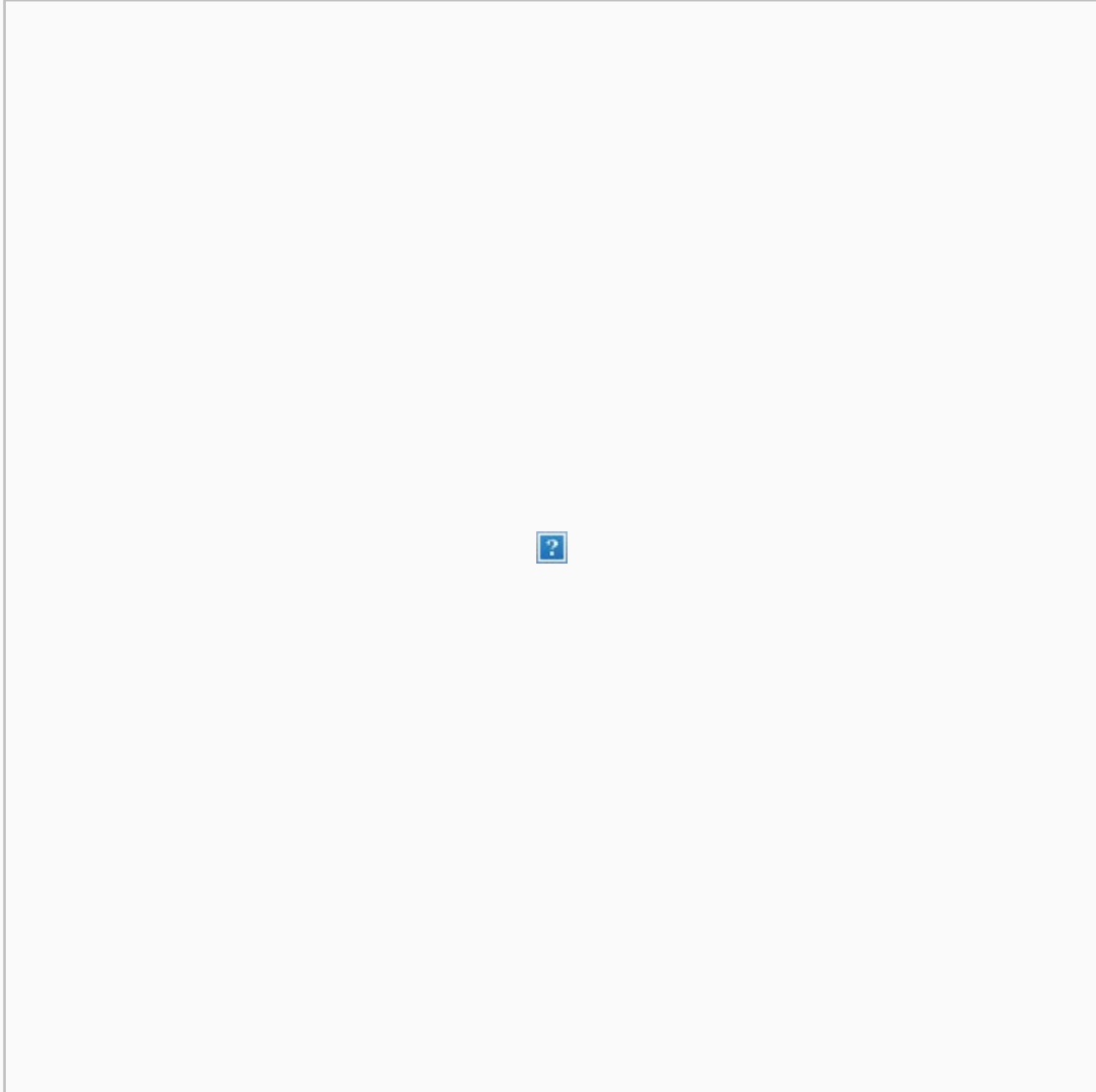


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From: [NVAHI Rapid Response](#)
To: [Witzel-Behl, Maribeth](#)
Subject: What we saw in tonight's debate
Date: Tuesday, September 29, 2020 11:07:39 PM

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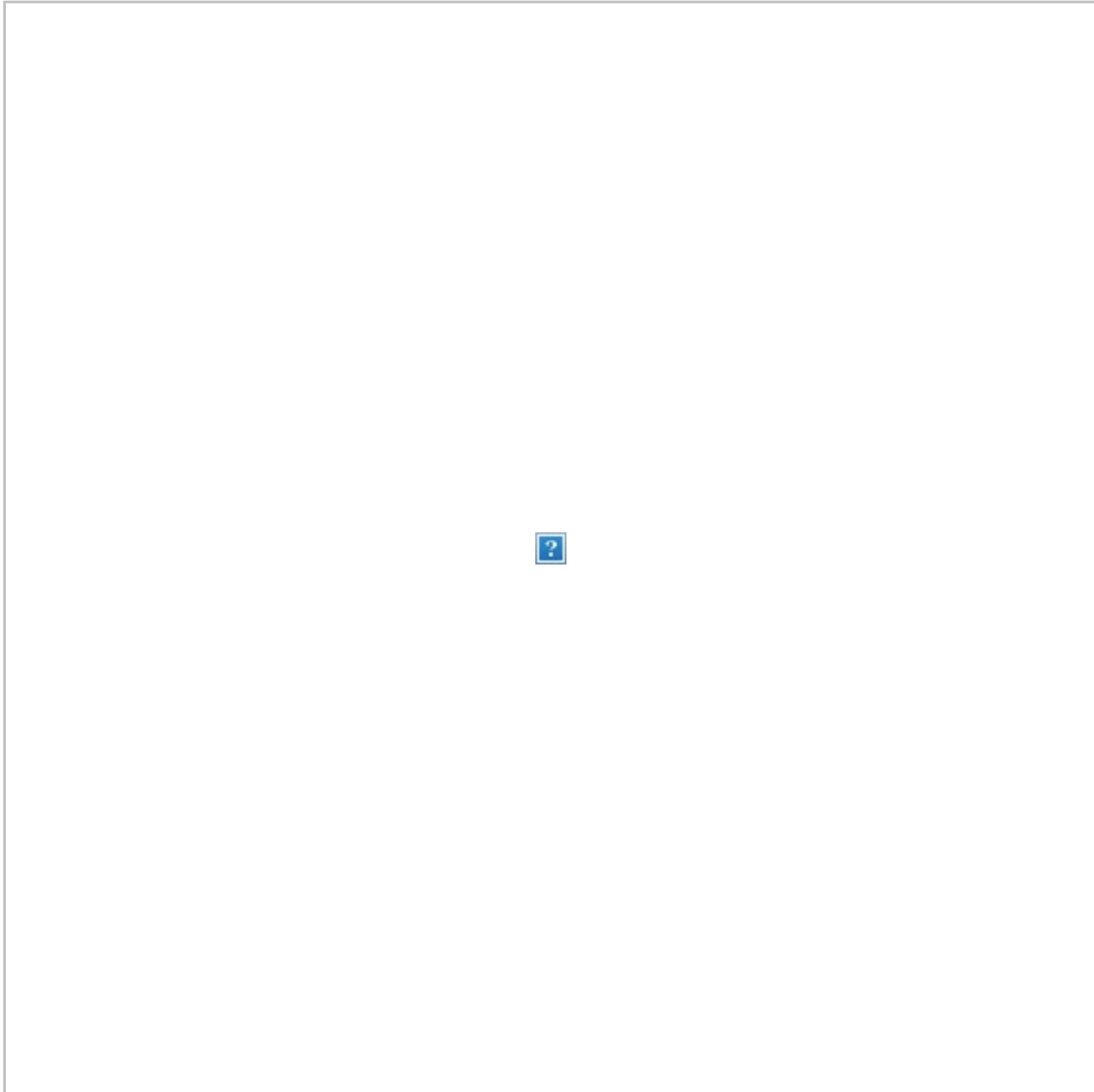
The first presidential debate of the general election cycle just wrapped up and we feel compelled to clarify a few of the claims made on the debate stage.

First of all, we were deeply disappointed to see our Elections Officials admonished for doing their jobs.



We want to be very clear about this: Elections Officials and poll workers are your neighbors & your friends. They work hard to make sure millions of ballots are processed during this pandemic and every election cycle.

National Vote at Home Institute CEO, Amber McReynolds joined Cheddar TV to share her thoughts on the disappointing comments about Elections Officials made on the debate stage tonight. Watch the clip below.



Our CEO, Amber McReynolds on Cheddar TV tonight for post debate coverage.

West Virginia

In the case of a postal worker tampering with and altering absentee ballot

requests (not ballots) over the summer, this was an example of accountability in our elections system working. This individual was caught, prosecuted and the matter was handled by the proper authorities. While incidents like this are extremely rare, every case like this is unacceptable and illegal.

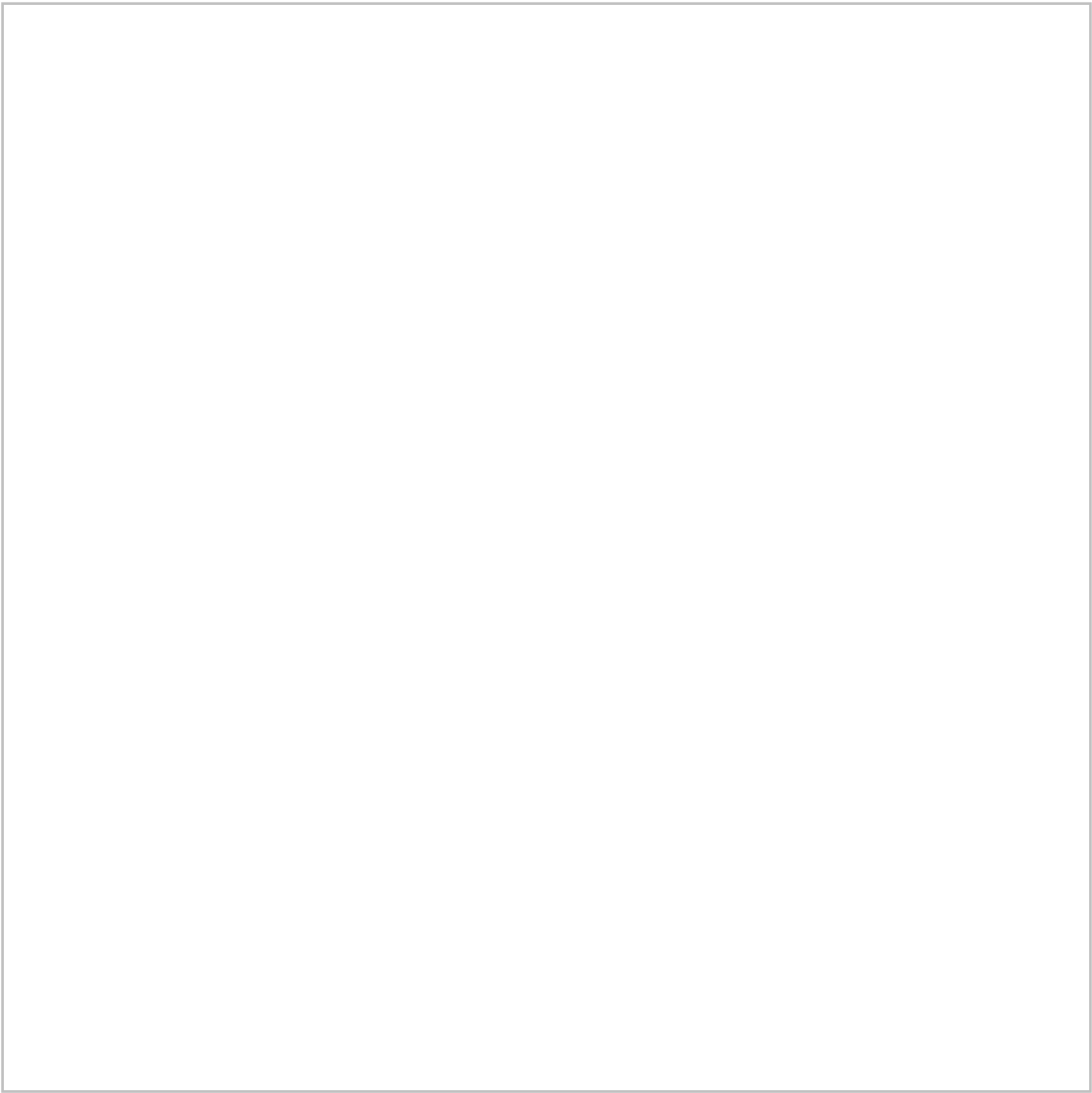
Unsolicited Ballots

There is no such thing as an unsolicited ballot. When you register to vote at home or in person, you are requesting a ballot. We've seen for many years that in states that have implemented vote at home systems more voters participate, and it is a safe and secure way to make your voice heard.

Poll Watchers

Poll watchers are an important part of the democratic process. Tonight we heard about individuals being removed from a satellite office in Philadelphia. Satellite offices are not polling places. As such, they have different rules. In the case discussed on the debate stage tonight, these individuals did not take the proper measures to be verified poll watchers and that is why they were removed.

Here are some of our statements issued on Twitter live during the debate.



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From: [Witzel-Behl, Maribeth](#)
To: "Michael Spitzer-Rubenstein"
Subject: RE: Election Day Ballot Transportation Procedures?
Date: Tuesday, September 29, 2020 10:33:36 PM
Attachments: [Absentee Ballot Chain of Custody.docx](#)
[DSC04291.JPG](#)

Good evening.

Here is the Chain-of-Custody form we use. We seal the ballots in security bags from the A. Rifkin Company.

We plan to lock our drop boxes at 5 p.m. the night before the election. The wraps that will go on the drop boxes instruct voters on Election Day to take their ballot directly to their own polling location.

I hope that helps!

-Maribeth

From: Michael Spitzer-Rubenstein
Sent: Tuesday, September 29, 2020 3:06 PM
To: Witzel-Behl, Maribeth
Subject: Election Day Ballot Transportation Procedures?

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth! Sounds like Democracy in the Park was a smashing success. Congrats! Am I right in thinking that you collected about 10% of the absentee ballots issued so far? That's incredible!

We're working with Racine on planning a ballot courier operation for Election Day so that ballots are transported from drop boxes to the right ward. That's less of an issue if you get most ballots ahead of time but there'll always be some last minute stragglers. We're also working with US Digital Response to build a tool for tracking these ballots.

Do you have plans for that sort of Election Day operation? I'd be curious if you have any tips you can share and we're also happy to share and customize everything for Madison.

Michael

P.S. We just brought on a Wisconsin-specific communications person, Saralynn Finn, who will be creating social media posts and graphics that you can use. I'll make that connection soon.

--

Michael Spitzer-Rubenstein
State Lead for Wisconsin (Leadership Now Fellow)
National Vote at Home Institute
(310) 980-2872
he/him

Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#)
Subject: FW: Did you see this? FW: Exciting Communications Update!
Date: Tuesday, September 29, 2020 6:09:33 PM

fyi

From: Amber McReynolds
Sent: Monday, September 28, 2020 2:27 PM
To: Witzel-Behl, Maribeth
Subject: Did you see this? FW: Exciting Communications Update!

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[View the email in your browser](#)

Dear Maribeth,

After today, there are only five Mondays left before election day, and our team is working hard to make the most of them. That's why I'm forwarding this email that Lucille sent over the weekend launching new features to our Elections Official Communications Toolkit.

Did you see them?

Some of our toolkit add-ons include Spanish language graphics, a video, and a customizable infographic. [Head over to our communications toolkit webpage and check it out today!](#)

Thanks for all the work you've done to make sure this election is a success.

Best wishes,
Amber McReynolds
Chief Executive Officer
National Vote at Home Institute

----- Forwarded message -----

From: Lucille Wenegieme
Date: Sat, Sep 26, 2020 at 10:15 AM
Subject: An Exciting Update
To:



Hi Maribeth!

I have an exciting update for you: We just added new features to our Elections Official Communications Toolkit.

In addition to the graphics and messaging tools many of you are already using, we've come out with some **brand new Spanish language graphics, a slick customizable infographic, myth busting graphics, and a new social media video about how to vote.**



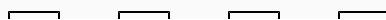
[Find All Our Downloadable Content Here](#)

Voters trust their local elections officials most to get them facts and information about how to cast their vote. These days, it's never been more important for election offices to have the resources they need to reach their voters. With these new tools in your pocket, every election office can have access to professional, high quality marketing tools no matter your size or budget.

[Head over to our Communications Toolkit webpage to learn more and access the full toolkit.](#)

We have just 39 days to go, and we are here to do what we can to make sure every voice is heard in the 2020 election. We'll have even more additions coming for you soon, so keep an eye out for more. Thanks for all you do!

Lucille Wenegieme
Director of Communications & Public Relations
The National Vote at Home Institute





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|

From: [Amber McReynolds](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Did you see this? FW: Exciting Communications Update!
Date: Monday, September 28, 2020 2:27:34 PM

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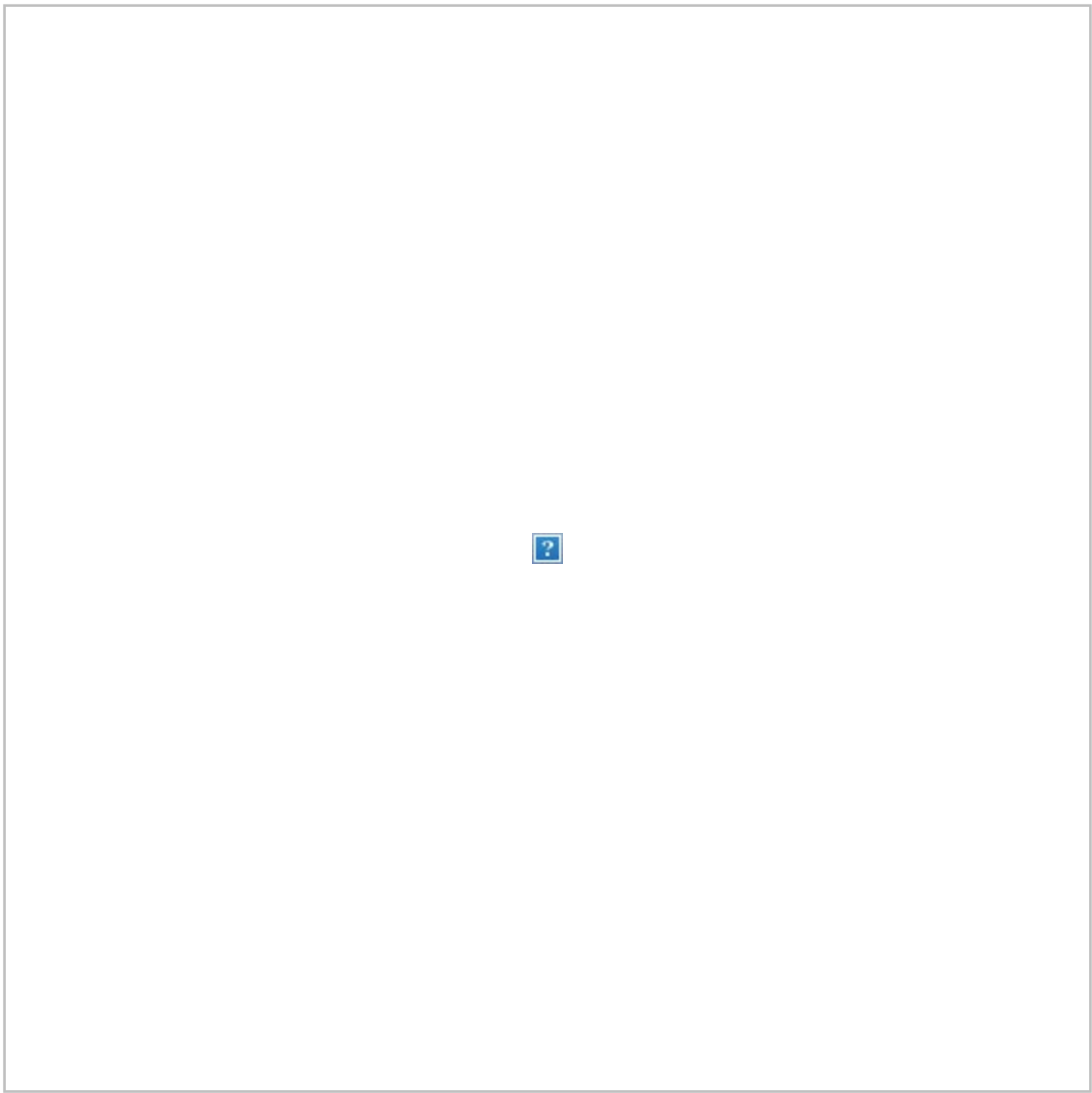
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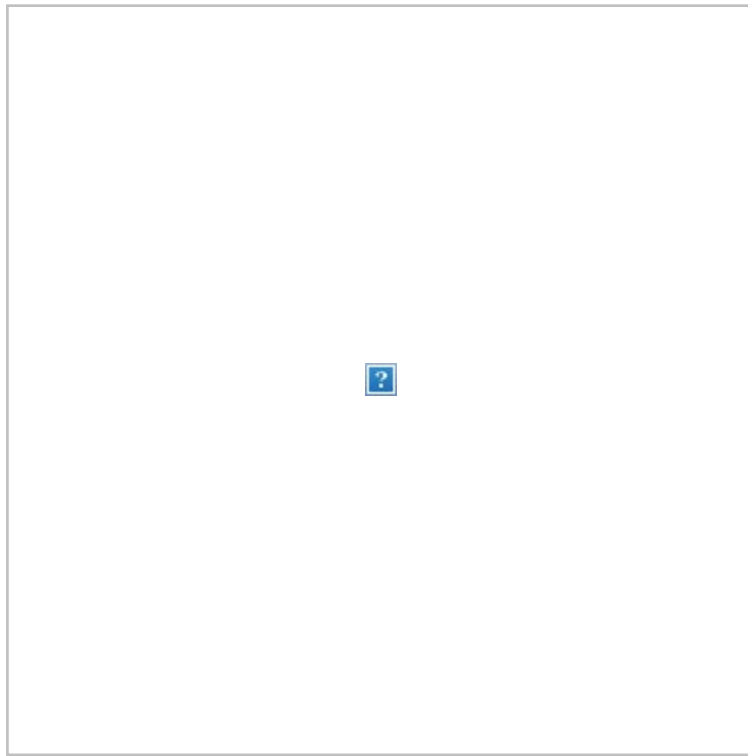
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Date: Sat, Sep 26, 2020 at 10:15 AM
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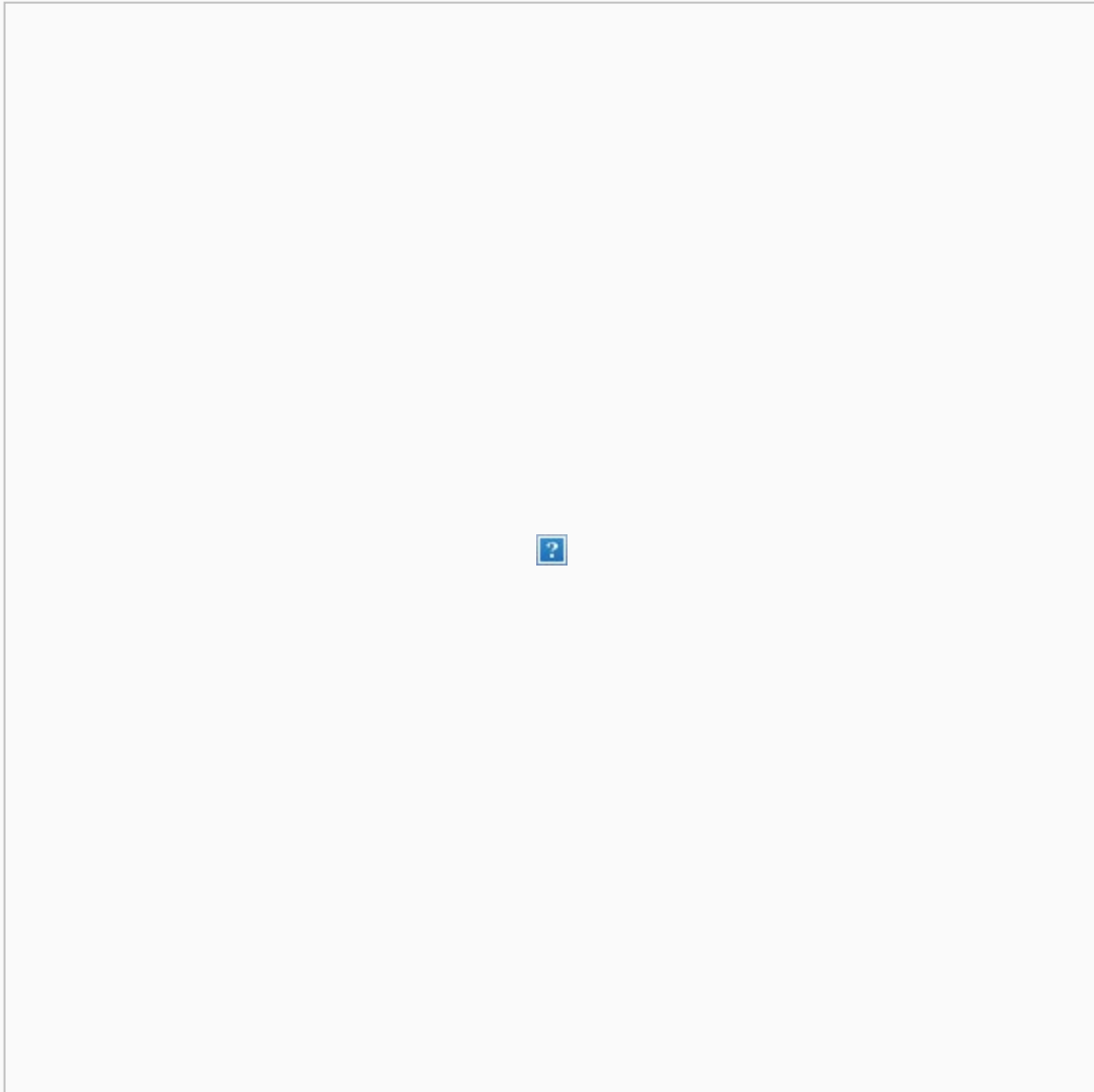
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From: [Lucille Wenejieme](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Exciting Communications Update!
Date: Saturday, September 26, 2020 11:14:39 AM

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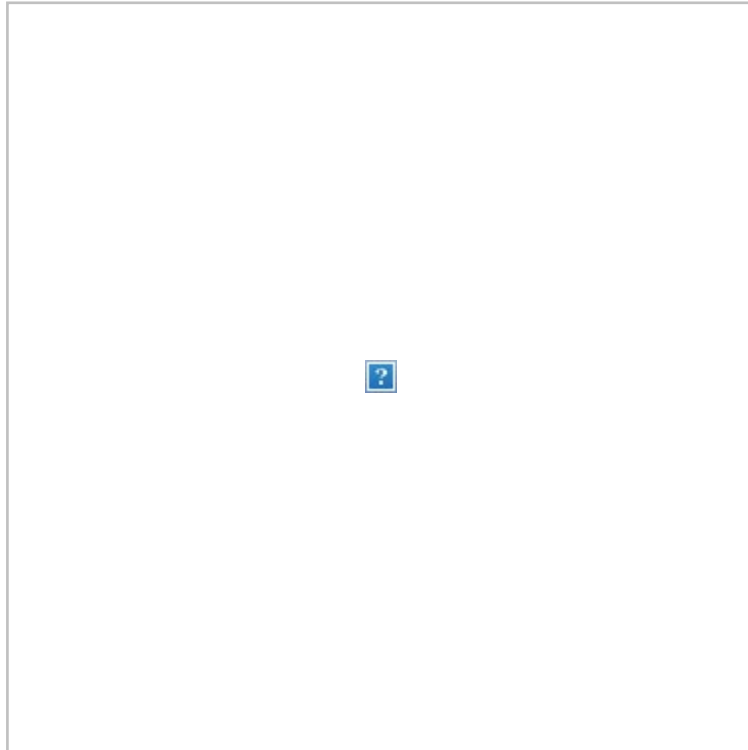


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Lucille Wenegieme
Director of Communications & Public Relations
The National Vote at Home Institute



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From: [Ryan Chew](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Whitney May](#); [Verbick, Jim](#)
Subject: Re: Capturing video footage of today's mail ballot process in Madison
Date: Friday, September 25, 2020 4:32:29 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Great. I'll call you at 11:30.
Ryan
The Elections Group
312 823-3384

On Mon, Sep 21, 2020 at 3:04 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Good afternoon.

A phone call would be fine. I'm just covering incoming calls from 11:30 to 1 Central. My direct line is 608-266-6574.

Thank you!

- Maribeth

From: Ryan Chew <ryan@electionsgroup.com>
Sent: Monday, September 21, 2020 3:01 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Cc: Whitney May <whitney@techandcivicliflife.org>; Verbick, Jim <JVerbick@cityofmadison.com>
Subject: Re: Capturing video footage of today's mail ballot process in Madison

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

Whitney tells me you're interested in talking about drop box security, including some details of what other Wisconsin cities are expecting to do. Could we touch base sometime tomorrow? My schedule is pretty open, so you can name a time. I could set up a zoom if that's helpful, though perhaps we can do this over the phone.

If tomorrow doesn't work well, let me know a good time one of the following days.

Thanks,

Ryan Chew

The Elections Group

312 823-3384

On Tue, Aug 11, 2020 at 1:13 PM Witzel-Behl, Maribeth <[MWitzel-](mailto:MWitzel-Behl@cityofmadison.com)

Behl@cityofmadison.com> wrote:

Great thought! I am copying Deputy Clerk Jim Verbick. Maybe he can get to the Monona Terrace polling location today to capture some video. I am stuck in the office, but I suppose there is no better location at which to be stuck.

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Tuesday, August 11, 2020 12:59 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Ryan Chew <ryan@electionsgroup.com>

Subject: Capturing video footage of today's mail ballot process in Madison

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hey Maribeth,

Happy Election Day! Hope all is going smoothly for you and your team in Madison.

I'm reaching out with a suggestion from Ryan Chew, the Elections Group state lead for Wisconsin. Elections Group is one of the technical assistance partners available to support your office. Ryan is cc'd.

For today's operations, Ryan suggests getting some video footage of your office handling mail ballots that can be used for public messaging in November.

It can be shot on a decent smartphone, no narration needed, while capturing as many steps in the process as possible. The goal of the footage is to promote the security and transparency of the mail ballot process to your November voters.

I know this is a last-minute suggestion and your hands are already more than full today, so consider this a "nice-to-have" not a "must-have". No worries if you can't get to it — just an idea to consider.

Stay safe,
Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Asher Kolieboi](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Safe Voting Plan
Date: Friday, September 25, 2020 4:31:27 PM
Attachments: [Madison-SafeVoting-Guide-09-25-20.docx](#)
[wisconsin_healthy_voter_guide.pdf](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Maribeth,

I've included the edited Safe Voting plan. I love the idea of a checklist (not a pocket guide). So I kept the format and added weight to the sections to help guide the voter's eye from section to section. I've also included a copy of the WI safe voter pocket guide we created with the folks at healthyvoting.org. The pocket guide is helpful, but the checklist you folks have created is better because it allows people to actually create a plan for voting. As you know, voters with a plan are four times more likely to vote. Please let me know if you have any questions.

Have a safe weekend,

Asher Kolieboi

From: [Amy Reid](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Grant money question
Date: Friday, September 25, 2020 12:12:21 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

Thank you for this. This looks familiar, actually.

Did you see some people filed a lawsuit in the Eastern District of Wisconsin trying to prevent you and the other clerks from using the money? What would happen if that suit were successful?

If you can squeeze in a Zoom interview this afternoon, I'd appreciate the time to talk more about this (and check in on how things are going otherwise).

Let me know what you think!

Best,
Amy

From: Witzel-Behl, Maribeth
Sent: Friday, September 25, 2020 11:59 AM
To: Amy Reid
Subject: RE: Grant money question

Hi, Amy!

Yes, the city did receive a grant. It covers the purchase of ballot drop boxes (which are on order), COVID-19 bonus pay for poll workers on Election Day, a stipend for each polling location, iPads for voter outreach, our advertising campaign encouraging voters to create a Safe Voting Plan (as seen on Channel 3000 today), and personal protective equipment for at the polls.

I am attaching a copy of the Safe Voting Plan associated with the grant.

- Maribeth

From: Amy Reid
Sent: Friday, September 25, 2020 10:19 AM
To: Witzel-Behl, Maribeth
Subject: Grant money question

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Hi Maribeth,

I hope things are going smoothly over there! You all are keeping busy from what I'm seeing on your Twitter.

I'm wondering about some grant money the city supposedly got from the Center for Tech and Civic Life. Does that sound familiar? If so, can you tell me what the city used the money on?

Thanks!

Amy

Amy Reid

Political Reporter

WISC-TV News 3 Now

608-284-0781

From: [Witzel-Behl, Maribeth](#)
To: [Whitney May](#)
Subject: Podcast Series is Live!
Date: Tuesday, September 22, 2020 1:47:10 PM

Happy National Voter Registration Day!

<https://www.cityofmadison.com/news/clerks-office-releases-podcast-series-on-national-voter-registration-day>

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Civic holidays+
Date: Monday, September 21, 2020 10:34:04 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Oh and not sure if this is official or not, but there's word that Monday, October 19 is #MailItBackMonday

<https://twitter.com/lizlhoward/status/1301512103073902593?s=20>

On Sun, Sep 20, 2020 at 4:18 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Voter Education Week is our kind of week. Thank you for sharing these!

From: Whitney May <whitney@techandcivicliflife.org>
Sent: Sunday, September 20, 2020 2:15 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Civic holidays+

Caution: This email was sent from an external source. Avoid unknown links and attachments.

- o Oct 5 - Oct 9 Voter Education Week <https://votereducationweek.org/>
- o Saturday, Oct 24 Vote Early Day
- o <https://voteearlyday.org/>
- o
- o Sep 15 - Oct 15 National Hispanic Heritage Month
- o <https://hispanicheritagemonth.gov/>

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Asher Kolieboi](#)
Subject: Re: Absentee Voting Brochure
Date: Sunday, September 20, 2020 2:09:37 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thanks, Maribeth! I'm including Asher on this email so he has what he needs to move forward.

Asher, we can chat about this in the CTCL + CCD Monday morning meeting.

On Fri, Sep 18, 2020 at 9:52 AM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Hi, Whitney.

Here's the Absentee Voting Brochure. I am also attaching the Safe Voting Plan checklist we threw together last weekend; it could use some jazzing up. Thank you!

- Maribeth
-

--

Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [Witzel-Behl, Maribeth](#)
To: [Whitney May](#)
Subject: Absentee Voting Brochure
Date: Friday, September 18, 2020 9:52:56 AM
Attachments: [Absentee Brochure.docx](#)
[My Safe Voting Plan.docx](#)

Hi, Whitney.

Here's the Absentee Voting Brochure. I am also attaching the Safe Voting Plan checklist we threw together last weekend; it could use some jazzing up.

Thank you!

- Maribeth

From: [Michael Spitzer-Rubenstein](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Editorial and Social Media Calendar
Date: Thursday, September 17, 2020 4:28:48 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Great!

On Thu, Sep 17, 2020 at 4:28 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

We are promoting Mail It Back Monday 10/19, but before that we are encouraging voters to hand-deliver their absentees to our Democracy in the Park event 9/26 and 10/3.

From: Michael Spitzer-Rubenstein <michael@voteathome.org>
Sent: Thursday, September 17, 2020 2:56 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: Editorial and Social Media Calendar

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Got it, thank you, Maribeth, and good luck finishing the absentee ballots.

Do you have a date for telling people to mail back absentee ballots? Many activist organizations (and at least Green Bay) are actually telling voters that if they haven't mailed the ballot back by October 20th, they should take it to a dropbox or early voting site.

Michael

On Thu, Sep 17, 2020 at 10:31 AM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Good morning.

After some really late nights this week, we should be able to meet today's mailing deadline.

I'm telling voters, "If you haven't requested that we mail you an absentee ballot by the time in-person absentee voting begins October 20, your safest absentee voting option would be to vote at one of our drive-up or walk-up absentee voting sites."

- Maribeth

From: Michael Spitzer-Rubenstein <michael@voteathome.org>
Sent: Thursday, September 17, 2020 8:51 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Editorial and Social Media Calendar

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth, how are you doing with sending out absentee ballots in this abbreviated

window?

We've created an editorial calendar as the first step in the resources we're providing cities (attached). Hopefully it helps you and your team plan out your social media and press efforts.

One section you may notice is that there's some ambiguity about recommended deadlines to request and mail back absentee ballots. Do you have dates your office is recommending?

Thanks,

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him

|_____|

Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him

|_____|

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--

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(310) 980-2872

he/him



Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Celestine Jeffreys](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Uniform Absentee Instructions in Spanish
Date: Thursday, September 17, 2020 1:55:54 PM
Attachments: [2020-09-14 GB Printable Voter Guide English.docx](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

Thank you for sharing!! I literally just finished our GB Voter Guide. Ours won't be the fancy version, but it will have to do. Here's the web version. The printable version doesn't have the links. We're going to do a geofencing campaign directing voters to this link.

Celestine Jeffreys

Chief of Staff, Mayor's Office

City of Green Bay

From: Witzel-Behl, Maribeth

Sent: Thursday, September 17, 2020 1:06 PM

To: Whitney May ; Celestine Jeffreys ; Coolidge, Tara ; cwooda@milwaukee.gov; Kris Teske ; Michelle Nelson

Subject: Uniform Absentee Instructions in Spanish

Good afternoon, and happy mailing deadline day!

We finally have a Spanish translation for the uniform absentee instructions (attached). I am also attaching a Voter ID Pocket Guide, which Asher at the Center for Civic Design was kind enough to design.

I am anxiously waiting for a Spanish translation of our Create Your Safe Voting Plan website. If you'd like a copy of the translation once it arrives, just let me know.

Maribeth

From: [Michelle Nelson](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Whitney May](#); [Celestine Jeffreys](#); [Tara Coolidge](#); [cwooda](#); [Kris Teske](#)
Subject: Re: Uniform Absentee Instructions in Spanish
Date: Thursday, September 17, 2020 1:21:04 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thank you!

Michelle Nelson
Information Coordinator

T:262.653.4271
625 52nd Street
Kenosha, WI 53140

From: "Maribeth Witzel-Behl"
To: "Whitney May" , "Celestine Jeffreys" , "Tara Coolidge" , "cwooda" , "Kris Teske" , "Michelle Nelson"
Sent: Thursday, September 17, 2020 1:05:56 PM
Subject: Uniform Absentee Instructions in Spanish

Good afternoon, and happy mailing deadline day!
We finally have a Spanish translation for the uniform absentee instructions (attached). I am also attaching a Voter ID Pocket Guide, which Asher at the Center for Civic Design was kind enough to design.
I am anxiously waiting for a Spanish translation of our Create Your Safe Voting Plan website. If you'd like a copy of the translation once it arrives, just let me know.

- Maribeth

From: [Witzel-Behl, Maribeth](#)
To: [Whitney May](#); [Celestine Jeffreys](#); [Coolidge, Tara](#); cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov; [Michelle Nelson](#)
Subject: Uniform Absentee Instructions in Spanish
Date: Thursday, September 17, 2020 1:05:56 PM
Attachments: [Uniform Absentee Instructions_SP.pdf](#)
[Voter ID Guide.pptx](#)

Good afternoon, and happy mailing deadline day!

We finally have a Spanish translation for the uniform absentee instructions (attached). I am also attaching a Voter ID Pocket Guide, which Asher at the Center for Civic Design was kind enough to design.

I am anxiously waiting for a Spanish translation of our Create Your Safe Voting Plan website. If you'd like a copy of the translation once it arrives, just let me know.

- Maribeth

From: [Lewis Friedland](#)
To: [Witzel-Behl, Maribeth](#)
Subject: voting support
Date: Thursday, September 17, 2020 10:03:04 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,
I'm absolutely certain you know about this, but in case you haven't seen the portal. Please distribute as widely as possible to others who might be interested.
Very best,
Lew Friedland

<https://www.techandciviclelife.org/our-work/election-officials/grants/>

Lewis A. Friedland
Vilas Distinguished Achievement Professor
Director, Center for Communication and Democracy
School of Journalism and Mass Communication
Department of Sociology (Affiliated)
Department of Educational Psychology (Affiliated)
UW-Madison
821 University Ave.
Madison, WI 53706
(608) 263-7853

Publisher, Madison Commons

From: [Michael Spitzer-Rubenstein](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Editorial and Social Media Calendar
Date: Thursday, September 17, 2020 8:54:19 AM
Attachments: [Election Officials Comms Calendar v1.xlsx](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth, how are you doing with sending out absentee ballots in this abbreviated window?

We've created an editorial calendar as the first step in the resources we're providing cities (attached). Hopefully it helps you and your team plan out your social media and press efforts.

One section you may notice is that there's some ambiguity about recommended deadlines to request and mail back absentee ballots. Do you have dates your office is recommending?

Thanks,
Michael

--

Michael Spitzer-Rubenstein
State Lead for Wisconsin (Leadership Now Fellow)
National Vote at Home Institute
(310) 980-2872
he/him



Learn more about:

[Election Officials Center](#)

[Mail Ballot FAQs](#)

[Mail Ballot Security](#)

From: [Witzel-Behl, Maribeth](#)
To: [Quieto, Michael](#)
Subject: FW: Everything you need about election operations
Date: Monday, September 14, 2020 2:42:15 PM

fyi

From: Hillary Hall
Sent: Monday, September 14, 2020 2:13 PM
To: Witzel-Behl, Maribeth
Subject: Everything you need about election operations

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[View the email in your browser](#)



Dear Maribeth,

Thank you to those who joined us last week for a demo of the National Vote at Home Institute's [operations tools](#) for election officials. If you weren't able to make it, **you can access the recording of the presentation [here](#).**

These tools are designed to support planning for both vote-by-mail and in-person voting. Use them to determine resource and staffing needs through Election Day, or to double check your assumptions.

- **[Vote-by-Mail Calculator](#)**
 - Input data and simulate scenarios in a user-friendly [spreadsheet](#) to improve resource allocation for vote-by-mail.
 - Quickly assess how long ballot processing will take based on current staffing and resources, or consider what is needed to achieve a goal completion time.
- **[Polling Place Planner](#)**
 - Use the web [app](#) and [workbook](#) to estimate wait times at polling places and determine equipment and staffing needs for in-person voting.

Thank you for all the work you do to ensure our elections run smoothly! If you have any questions or would like more targeted guidance for your jurisdiction, please email rachel@voteathome.org to connect with our State Implementation team.

Thank you so much,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute

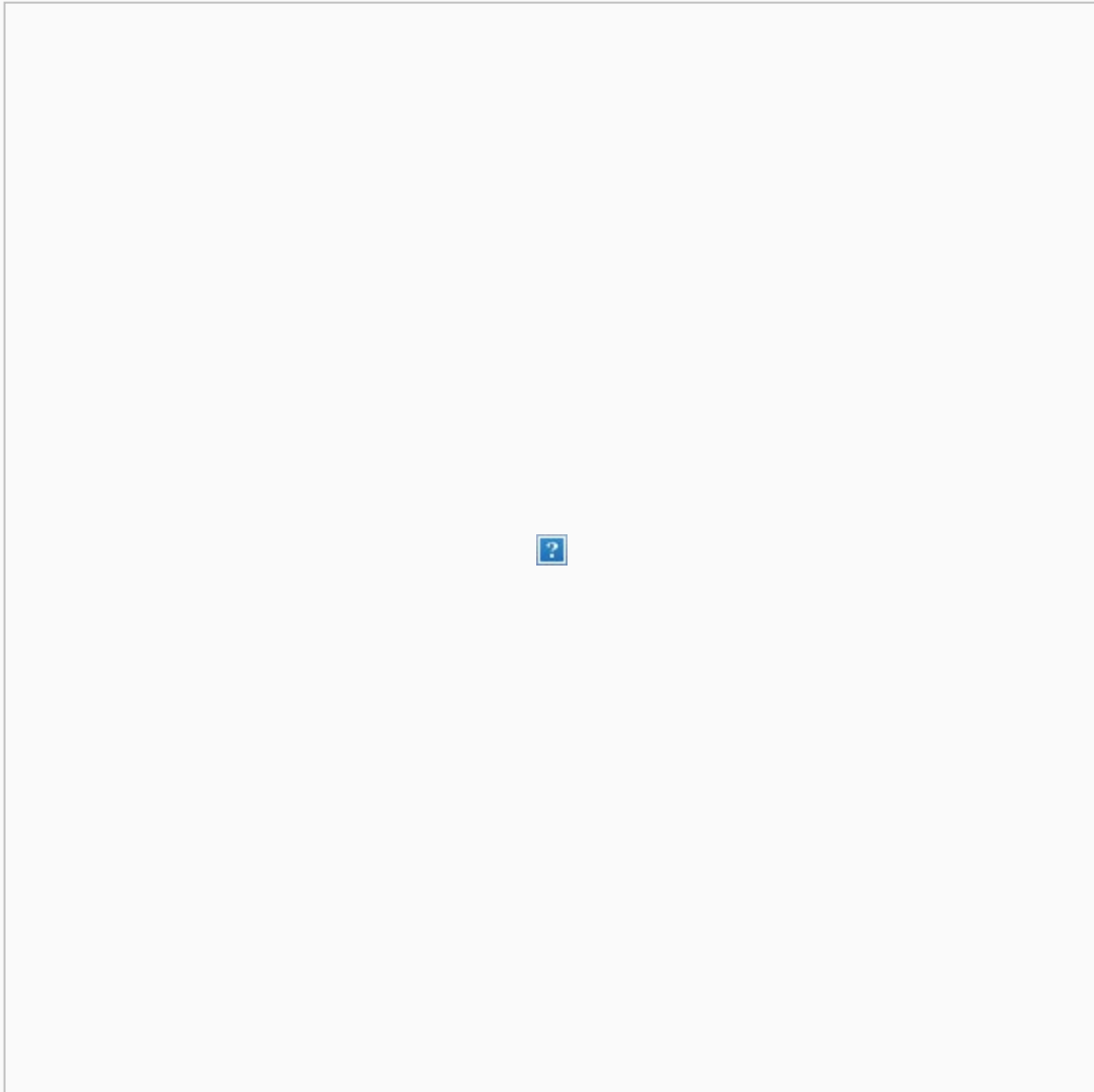


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From: [Hillary Hall](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Everything you need about election operations
Date: Monday, September 14, 2020 2:12:46 PM

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Dear Maribeth,

Thank you to those who joined us last week for a demo of the National Vote at Home Institute's [operations tools](#) for election officials. If you weren't able to make it, **you can access the recording of the presentation [here](#).**

These tools are designed to support planning for both vote-by-mail and in-

person voting. Use them to determine resource and staffing needs through Election Day, or to double check your assumptions.

- **[Vote-by-Mail Calculator](#)**
 - Input data and simulate scenarios in a user-friendly [spreadsheet](#) to improve resource allocation for vote-by-mail.
 - Quickly assess how long ballot processing will take based on current staffing and resources, or consider what is needed to achieve a goal completion time.
- **[Polling Place Planner](#)**
 - Use the web [app](#) and [workbook](#) to estimate wait times at polling places and determine equipment and staffing needs for in-person voting.

Thank you for all the work you do to ensure our elections run smoothly! If you have any questions or would like more targeted guidance for your jurisdiction, please email rachel@voteathome.org to connect with our State Implementation team.

Thank you so much,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



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From: [Witzel-Behl, Maribeth](#)
To: "[Whitney May](#)"
Subject: RE: Sharing docs with Tara in Racine
Date: Friday, September 11, 2020 12:18:09 PM

Hi, Whitney.

Everything we do is out in the open; feel free to share!

I am trying to find an interpreter, too, for the document you sent last night. It has been a little chaotic due to yesterday's WI Supreme Court Ruling, so I'm just a little bit behind on my e-mail.

-Maribeth

From: Whitney May
Sent: Friday, September 11, 2020 12:16 PM
To: Witzel-Behl, Maribeth
Subject: Sharing docs with Tara in Racine

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hey Maribeth,

Happy Friday! We made it.

Wanted to let you know that I shared some of your [quickguides, brochures, and task sheets](#) from the FTP site with Tara in Racine. She's looking for inspiration for her materials, so I figured she shouldn't reinvent the wheel.

Please flag anything you **don't** want me to share with the other WI-5 clerks. Thank you!

Keep truckin',

Whitney

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Kenosha request: Spanish translation review
Date: Thursday, September 10, 2020 5:29:50 PM
Attachments: [ABS Insert paper-09042020122824.pdf](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I have a weird request, so you can totally decline, but I wanted to check if this is something Madison can help with.

Michelle in Kenosha is hoping to print her absentee instructions tomorrow and wants to confirm her Spanish translation. The doc is attached. Is this something Madison can help with tomorrow (Friday)?

Again, I know this is an unusual request and a very fast turnaround, so please feel free to say nope. Just wanted to ask since we don't have professional Spanish translators on our team.

Thanks for your consideration.

Stay safe,
Whitney

--

Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [Witzel-Behl, Maribeth](#)
To: [Quieto, Michael](#); [Murkve, Ian](#); [Lemay, Christine](#)
Subject: Absentee Operational Toolkit
Date: Thursday, September 10, 2020 4:51:59 PM

Good afternoon.

I don't know whether there is anything useful here, but am sharing it just in case. The National Vote at Home Institute created a toolkit based on the MIT Election Toolkit.

<https://voteathome.org/elections-officials-operational-toolkit/>

From: [Rachel Lefsky](#)
To: [Rachel Lefsky](#)
Subject: Vote at Home Operations Tools Follow-up
Date: Thursday, September 10, 2020 4:43:11 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good afternoon,

Thank you for joining us yesterday for a demo of the National Vote at Home Institute's [operations tools](#) for election officials.

Below are links to the tools we discussed, designed to support planning for both vote-by-mail and in-person voting. You can access the recording of the presentation [here](#).

- **[Vote-by-Mail Calculator](#)**
 - Input data and simulate scenarios in a user-friendly [spreadsheet](#) to improve resource allocation for vote-by-mail.
 - Quickly assess how long ballot processing will take based on current staffing and resources, or consider what is needed to achieve a goal completion time.
- **[Polling Place Planner](#)**
 - Use the web [app](#) and [workbook](#) to estimate wait times at polling places and determine equipment and staffing needs for in-person voting.
- **[Communications Toolkit](#)**
 - Boost communications capacity and voter education efforts with ready-to-go sample visuals and phrases, or use our behavioral science-backed messaging guidance to customize your outreach

Please contact me if you have any questions or would like targeted guidance for your jurisdiction, and I will connect you with a member of our State Implementation team. Thank you for all the work you do to ensure our elections run smoothly!

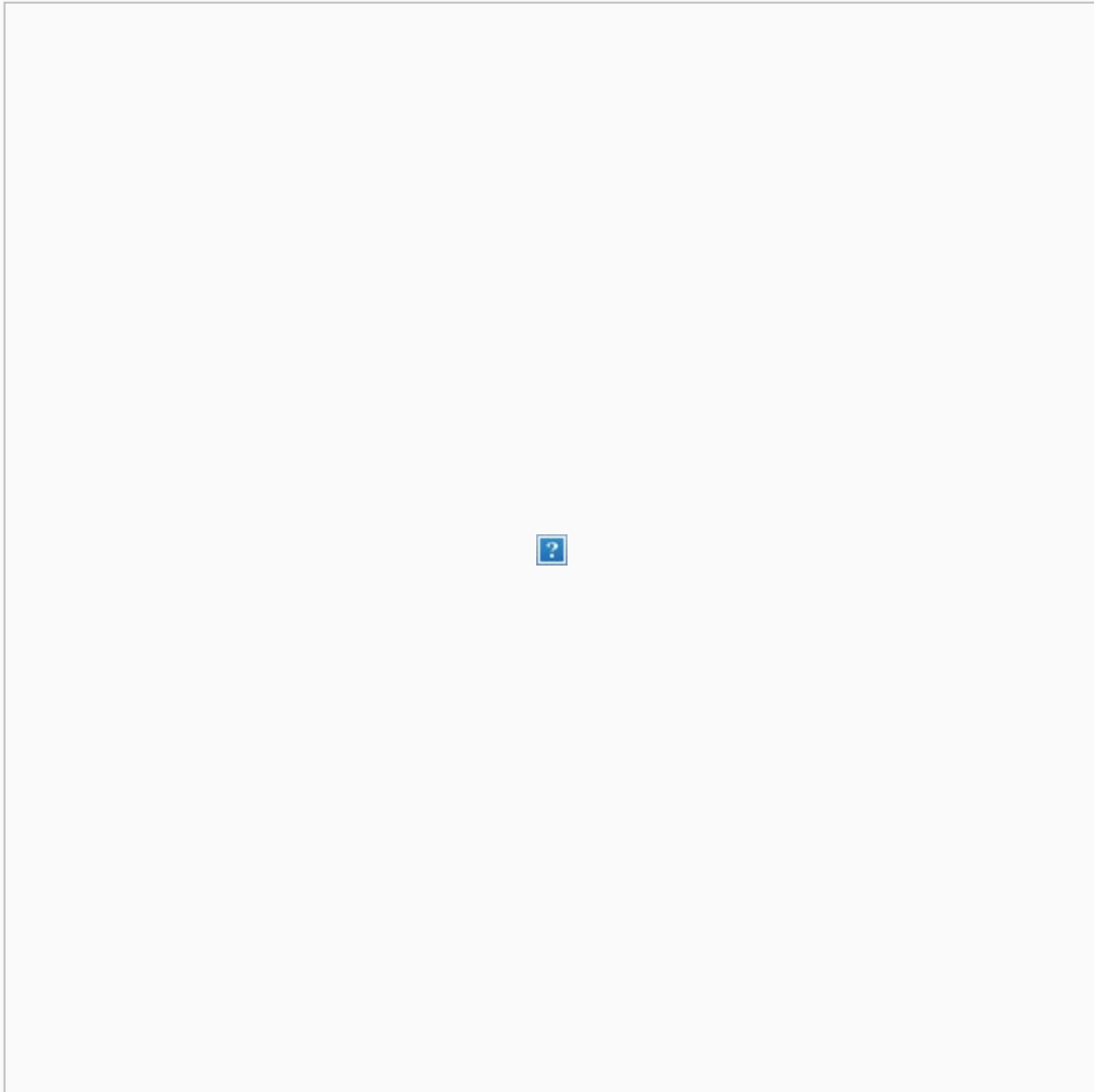
Best,
Rachel

Rachel Lefsky
National Vote at Home Institute
(617) 913-7725
rachel@voteathome.org

From: [Audrey Kline](#)
To: [Witzel-Behl, Maribeth](#)
Subject: You've got mail
Date: Thursday, September 10, 2020 4:11:41 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

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Dear Maribeth,

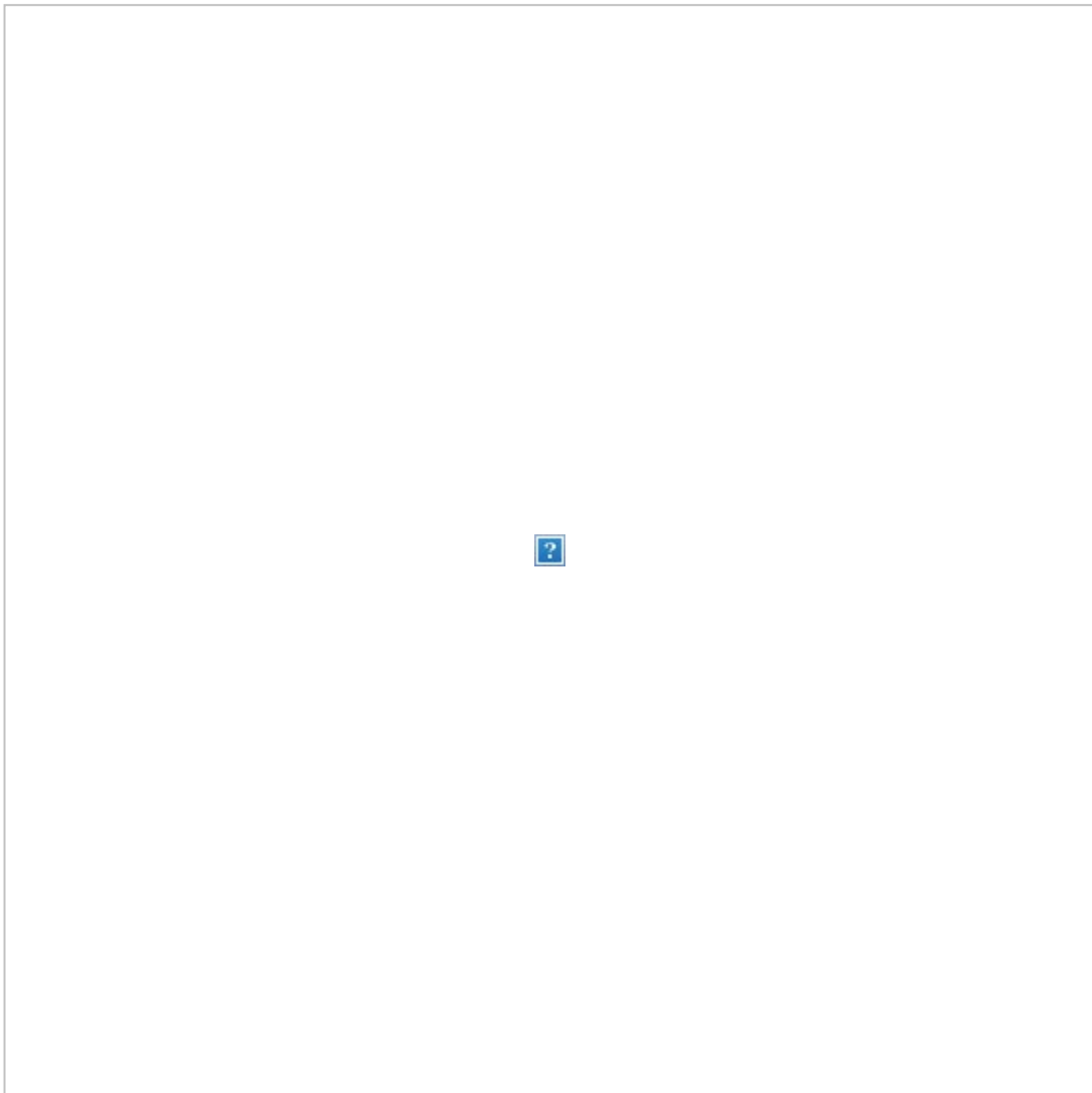
We've published the first in a new series of policy papers about voting at home to help provide informative and digestible resources to election officials as well as the public.

[This first policy paper is about ballot tracking and you can read the full](#)

[paper on Medium here!](#)

We started with ballot tracking because it helps reaffirm trust in our election system. Allowing voters to follow their ballot through the entire process, from mailbox to election office, they can be sure their vote is counted and their voice is heard.

It probably doesn't come as a surprise to you, Maribeth, that not all ballot tracking systems are created equal. Some states have full, statewide ballot tracking while others have none at all. However, most states fall somewhere in between as you can see below.



[Head over to our policy paper to learn more about what each type of ballot tracking actually covers, and what it means for voters in each state.](#)

Thanks so much for making the electoral process happen. Folks like you are the guardians of our democracy!

Cheers,

Audrey Kline
National Policy Director
National Vote at Home Institute



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From: [Rey, Doria](#)
To: [McClain, Maggie](#)
Subject: RE: Project codes
Date: Thursday, September 10, 2020 3:30:10 PM
Attachments: [image001.png](#)
[image002.png](#)

Not a problem at all... Usually my turn-around time is much quicker! Sorry about that!

From: McClain, Maggie
Sent: Thursday, September 10, 2020 3:22 PM
To: Rey, Doria
Subject: RE: Project codes

You're amazing! Thank you so much for your help!

Best,



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](#)

From: Rey, Doria <DRey@cityofmadison.com>
Sent: Thursday, September 10, 2020 3:14 PM
To: McClain, Maggie <MMcClain@cityofmadison.com>
Subject: RE: Project codes

Again, I apologize for the delay. These revisions have all been made.

Please see below for the current totals for these projects:

| Project | Budget | Actuals paid | Available |
|---------|--------------|--------------|--------------|
| 13243 | 10,000.00 | 8,484.75 | 1,515.25 |
| 13245 | 1,271,788.00 | 59,155.67 | 1,212,632.33 |

Please let me know if there is any further way I can assist!

Thank you so much for your patience,

Doria

From: McClain, Maggie <MMcClain@cityofmadison.com>
Sent: Thursday, September 10, 2020 12:14 PM
To: Rey, Doria <DRey@cityofmadison.com>
Subject: RE: Project codes

Thank you!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Rey, Doria <DRey@cityofmadison.com>

Sent: Thursday, September 10, 2020 12:11 PM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>

Subject: RE: Project codes

Oh since they have been paid I can move them with journal entries! That's actually a little easier 😊

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:49 AM

To: Hargianto, Andre <AHargianto@cityofmadison.com>; Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Okay. That's what I figured. I'll talk to Steph Mabrey and see what our options are.

Thanks to you both!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Hargianto, Andre <AHargianto@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:37 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

If they have been converted, and on top of that been paid, I can't make any changes... sorry.

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:36 AM

To: Rey, Doria <DRey@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>

Subject: RE: Project codes

Andy and Doria,

To add another layer of fun to that... These POs have already been paid. Not sure if we have any options.

Thanks!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Rey, Doria <DRey@cityofmadison.com>

Sent: Thursday, September 10, 2020 10:59 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>

Subject: RE: Project codes

Hi Maggie,

I was going over these entries and I realized the requisitions have already been converted to PO's. MUNIS will not let us to add a project string if one wasn't present on the original requisition. So in order add a project string we will need to cancel the original PO and re-enter new reqs.

Unfortunately, I do not have access to make changes/entries in purchase order entry, so I have included Andy Hargianto from purchasing on this email, hopefully he can help us get these purchase orders moved over to the right projects.

| Vendor | Requisition | PO | Amount | Project Code |
|--------|-------------|----------|---------|--------------|
| 700900 | 20002718 | 20002344 | 2598.00 | 13245-13-200 |
| 613024 | 20002793 | 20002392 | 1515.15 | 13243-13-200 |
| 711060 | 20002657 | 20002274 | 606.06 | 13243-13-200 |
| 711058 | 20002656 | 20002273 | 606.06 | 13243-13-200 |
| 705872 | 20002652 | 20002265 | 606.06 | 13243-13-200 |
| 711053 | 20002651 | 20002264 | 909.09 | 13243-13-200 |
| | | | | |

| | | | | |
|--------|----------|----------|--------|--------------|
| 600102 | 20002639 | 20002263 | 606.06 | 13243-13-200 |
| 708520 | 20002638 | 20002262 | 606.06 | 13243-13-200 |
| 600035 | 20002637 | 20002261 | 909.09 | 13243-13-200 |

Again, I am so sorry for the delay!

Andy, if there is anything you need from me to make these changes, or if there is any way I can help, please let me know!

Thank you,

Doria

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Friday, August 28, 2020 12:51 PM

To: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Doria,

My apologies: I found one more paid PO that needs to have a project code attached to it.

| Vendor | Requisition | PO | Amount | Project Code |
|--------|-------------|----------|---------|--------------|
| 700900 | 20002718 | 20002344 | 2598.00 | 13245-13-200 |

Thank you,



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

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[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: McClain, Maggie

Sent: Thursday, August 27, 2020 4:27 PM

To: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Doria,

The tables below show the requisitions and p-card transactions that need to have project codes applied to them. Thank you very much for your help with these!

Requisitions

| Vendor | Requisition | PO | Amount | Project Code |
|--------|-------------|----------|---------|--------------|
| 613024 | 20002793 | 20002392 | 1515.15 | 13243-13-200 |
| 711060 | 20002657 | 20002274 | 606.06 | 13243-13-200 |
| 711058 | 20002656 | 20002273 | 606.06 | 13243-13-200 |

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| 705872 | 20002652 | 20002265 | 606.06 | 13243-13-200 |
| 711053 | 20002651 | 20002264 | 909.09 | 13243-13-200 |
| 600102 | 20002639 | 20002263 | 606.06 | 13243-13-200 |
| 708520 | 20002638 | 20002262 | 606.06 | 13243-13-200 |
| 600035 | 20002637 | 20002261 | 909.09 | 13243-13-200 |

P-Card Purchases

These I am actually unsure whether we should apply them to our Center for Tech and Civic Life grant or the CARES grant we received from the state; I know some of these purchases would qualify for CARES funding. Should I consult with Maribeth and Steph before making a decision on that one?

| MUNIS Transaction ID | Amount | Items |
|----------------------|---------|--|
| 240044 | 159.92 | Folding tables for voting sites |
| 239919 | 509.40 | GFCI power cords |
| 240053 | 299.85 | Barcode scanners |
| 240054 | 361.95 | DYMO printers |
| 239911 | 181.47 | Ziplocs and envelope sealers |
| 239661 | 284.70 | Plastic storage totes for ballots |
| 239576 | 1001.36 | File boxes for absentee ballot sorting |
| 239575 | 479.88 | Folding tables for voting sites |
| 239574 | 393.60 | Sanitizing screen wipes |
| 239405 | -128.47 | TAX REFUND for safety vests |
| 239060 | 2464.26 | Safety vests |
| 239136 | 1072.79 | Aerosol disinfectant |
| 239061 | 628.00 | Face shields |
| 238948 | 186.00 | Paper towels |
| 238947 | 46.50 | Paper towels |
| 238946 | 373.00 | Face masks |
| 238854 | 374.95 | Shipping labels |
| 238853 | 52.64 | Facial tissue |
| 237878 | 43.90 | Shipping labels |
| 237750 | 374.95 | Shipping labels |

Sorry for the late-in-the-day barrage of information. I very much appreciate your help!

Best,



Maggie McClain

Pronouns: she/her/hers

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From: Rey, Doria <DRey@cityofmadison.com>

Sent: Thursday, August 27, 2020 9:14 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Mabrey, Stephanie <SMabrey@cityofmadison.com>

Subject: RE: Project codes

Good morning!

Sounds good! I will be happy to help re-code any payments or expenses that need to be moved to the new projects. We knew the Clerk's office was going to be receiving their own grants, so we have held off on applying for reimbursement for your office's expenses from any other sources.

I'll keep an eye out for the information you send.

Let me know if I can help in the interim.

Thank you,
Doria

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, August 27, 2020 9:02 AM

To: Mabrey, Stephanie <SMabrey@cityofmadison.com>

Cc: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Thanks, Steph!

Doria, I'll be working in MUNIS this afternoon, so I'll be able to get you requisition and PO numbers/p-card purchases then.

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Maggie McClain

Pronouns: she/her/hers

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Cc: Rey, Doria <DRey@cityofmadison.com>

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Hi Maggie,

You should contact Doria Rey (cc'ed here) to help with reclassifying those payments!

Thanks,

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Sent: Thursday, August 27, 2020 8:37 AM

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Steph,

I do not have an accounting person that I work with regularly, unfortunately 😞 Any suggestions on who to contact?

Thanks,



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This would apply to both the equity analysis payments and the p-card transactions!

Thanks,

Steph

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Sent: Thursday, August 27, 2020 8:28 AM

To: Mabrey, Stephanie <SMabrey@cityofmadison.com>

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Thank you!

Quick question: what if I already processed the majority of the equity analysis payments? I didn't realize this was going to get a specific code assigned to it, so I processed many of them already. Additionally, for p-card transactions, should I just use this project code going forward or am I able to update account strings for items that have already been completed?

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From: Mabrey, Stephanie <SMabrey@cityofmadison.com>

Sent: Tuesday, August 25, 2020 9:37 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>

Subject: Project codes

Hi Maggie-

I finally have project codes for you!

For the \$10k grant payments, the project is 13243-13-200.

For the \$1.2m from Center for Tech and Civic Life, it's 13245-13-200.

Thanks!

Steph Mabrey

Budget Policy Analyst

Finance Department

>>> ***The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by [phone](#), or by [mail](#).*** <<<

From: [Bonnie Margulis](#)
To: [Witzel-Behl, Maribeth](#); kalant@ci.superior.wi.us
Subject: new election administration grants for WI municipalities
Date: Thursday, September 10, 2020 2:51:51 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello

I am writing you as a member of the Wisconsin Voting Rights Coalition about a grant opportunity for election administration work in Wisconsin. We are reaching out about an opportunity for your municipality to receive funding to help conduct safe and healthy elections during the COVID-19 pandemic. The Center for Tech

and Civic Life, a nonpartisan organization that provides technical assistance to election administrators across the country, created a COVID-19 Response Grants Program to support municipalities with a demonstrated need in the administration of safe elections in the midst of the pandemic.

The grants are intended to supplement public funding to cover the high cost of running a safe election in a pandemic— recognizing that many localities are navigating extremely tight budgets this year and that election costs are much more expensive.

Funds can be used for a variety of purposes for administration of your 2020 elections: opening new polling sites and ensuring that existing polling sites remain open, defraying the costs of early vote locations, providing PPE for poll workers, increasing poll worker stipends or providing hazard pay, setting up drive-through voting options, installing drop boxes, covering the cost of postage or printing, equipment purchases and upgrades, communications efforts to explain to residents about options for registering and voting, and more.

With these grants, The Center for Tech and Civic Life hopes to ensure that all eligible voters have the opportunity to cast a ballot in the midst of the pandemic and to eliminate long lines and crowding at polling places to ensure smooth, safe, and healthy elections.

The Center for Tech and Civic Life would love for you to apply for a grant to ensure that you have the resources you need. If you are interested, it's a simple online application that you can complete and submit to CTCL - <https://www.techandciviclelife.org/our-work/election-officials/grants/>. The application includes your name, contact information, basic information about your office, and a checklist of election administration needs. Once approved, CTCL will send a written agreement to the city /county to sign, and then CTCL will disburse the funds.

If you have any questions, please contact Sam Munger at sam.munger@gmail.com

Thank you for all your good work to ensure fair and safe elections in Wisconsin!

Bonnie

Rabbi Bonnie Margulis

Executive Director

Wisconsin Faith Voices for Justice

608-513-7121

From: [McClain, Maggie](#)
To: [Rey, Doria](#)
Subject: RE: Project codes
Date: Thursday, September 10, 2020 12:13:59 PM
Attachments: [image001.png](#)
[image002.png](#)

Thank you!



Maggie McClain

Pronouns: she/her/hers

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From: Rey, Doria

Sent: Thursday, September 10, 2020 12:11 PM

To: McClain, Maggie ; Hargianto, Andre

Subject: RE: Project codes

Oh since they have been paid I can move them with journal entries! That's actually a little easier ☺

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:49 AM

To: Hargianto, Andre <AHargianto@cityofmadison.com>; Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Okay. That's what I figured. I'll talk to Steph Mabrey and see what our options are.

Thanks to you both!



Maggie McClain

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Sent: Thursday, September 10, 2020 11:37 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

If they have been converted, and on top of that been paid, I can't make any changes... sorry.

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:36 AM

To: Rey, Doria <DRey@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>

Subject: RE: Project codes

Andy and Doria,

To add another layer of fun to that... These POs have already been paid. Not sure if we have any options.

Thanks!



Maggie McClain

Pronouns: she/her/hers

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From: Rey, Doria <DRey@cityofmadison.com>

Sent: Thursday, September 10, 2020 10:59 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Hargianto, Andre

<AHargianto@cityofmadison.com>

Subject: RE: Project codes

Hi Maggie,

I was going over these entries and I realized the requisitions have already been converted to PO's. MUNIS will not let us to add a project string if one wasn't present on the original requisition. So in order add a project string we will need to cancel the original PO and re-enter new reqs.

Unfortunately, I do not have access to make changes/entries in purchase order entry, so I have included Andy Hargianto from purchasing on this email, hopefully he can help us get these purchase orders moved over to the right projects.

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|--------|-------------|----------|---------|--------------|
| 700900 | 20002718 | 20002344 | 2598.00 | 13245-13-200 |

| | | | | |
|--------|----------|----------|---------|--------------|
| 613024 | 20002793 | 20002392 | 1515.15 | 13243-13-200 |
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| 708520 | 20002638 | 20002262 | 606.06 | 13243-13-200 |
| 600035 | 20002637 | 20002261 | 909.09 | 13243-13-200 |

Again, I am so sorry for the delay!

Andy, if there is anything you need from me to make these changes, or if there is any way I can help, please let me know!

Thank you,
Doria

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Friday, August 28, 2020 12:51 PM

To: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Doria,

My apologies: I found one more paid PO that needs to have a project code attached to it.

| Vendor | Requisition | PO | Amount | Project Code |
|--------|-------------|----------|---------|--------------|
| 700900 | 20002718 | 20002344 | 2598.00 | 13245-13-200 |

Thank you,



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Doria,

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These I am actually unsure whether we should apply them to our Center for Tech and Civic Life grant or the CARES grant we received from the state; I know some of these purchases would qualify for CARES funding. Should I consult with Maribeth and Steph before making a decision on that one?

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Sorry for the late-in-the-day barrage of information. I very much appreciate your help!

Best,



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Sent: Thursday, August 27, 2020 9:14 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Mabrey, Stephanie <SMabrey@cityofmadison.com>

Subject: RE: Project codes

Good morning!

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Subject: RE: Project codes

Thanks, Steph!

Doria, I'll be working in MUNIS this afternoon, so I'll be able to get you requisition and PO numbers/p-card purchases then.

Thank you,



Maggie McClain

Pronouns: she/her/hers

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Finance Department

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From: [McClain, Maggie](#)
To: [Mabrey, Stephanie](#); [Witzel-Behl, Maribeth](#)
Subject: FW: Project codes
Date: Thursday, September 10, 2020 12:13:42 PM
Attachments: [image001.png](#)
[image002.png](#)

Doria figured it out. Nevermind!



Maggie McClain

Pronouns: she/her/hers

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Doria

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Sent: Friday, August 28, 2020 12:51 PM

To: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

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Thank you,



Maggie McClain

Pronouns: she/her/hers

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From: McClain, Maggie

Sent: Thursday, August 27, 2020 4:27 PM

To: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

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Sent: Thursday, August 27, 2020 9:14 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Mabrey, Stephanie <SMabrey@cityofmadison.com>

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I'll keep an eye out for the information you send.

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To: McClain, Maggie <MMcClain@cityofmadison.com>

Subject: Project codes

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I finally have project codes for you!

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For the \$1.2m from Center for Tech and Civic Life, it's 13245-13-200.

Thanks!

Steph Mabrey

Budget Policy Analyst

Finance Department

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my2020census.gov, by [phone](#), or by [mail](#). <<<

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#); [Mabrey, Stephanie](#)
Subject: RE: Project codes
Date: Thursday, September 10, 2020 12:03:23 PM
Attachments: [image001.png](#)
[image002.png](#)

We know specifically what the \$10,000 planning grant was used for. Is that good enough?

From: McClain, Maggie
Sent: Thursday, September 10, 2020 12:01 PM
To: Mabrey, Stephanie
Cc: Witzel-Behl, Maribeth
Subject: FW: Project codes

Steph,

Soooo... some bad news on the 13243 project code (the \$10,000). These had been converted and paid before I got the project code from you. I was too quick! I had started working on these before reaching out to you for project codes; I didn't realize it was not fixable after the fact. My apologies for adding more confusion.

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Sent: Thursday, September 10, 2020 11:37 AM
To: McClain, Maggie <MMcClain@cityofmadison.com>; Rey, Doria <DRey@cityofmadison.com>
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Sent: Thursday, September 10, 2020 11:36 AM
To: Rey, Doria <DRey@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>
Subject: RE: Project codes

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Thanks!



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From: Rey, Doria <DRey@cityofmadison.com>
Sent: Thursday, September 10, 2020 10:59 AM
To: McClain, Maggie <MMcClain@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>
Subject: RE: Project codes

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Andy, if there is anything you need from me to make these changes, or if there is any way I can help, please let me know!

Thank you,

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Subject: FW: Project codes
Date: Thursday, September 10, 2020 12:01:21 PM
Attachments: [image001.png](#)
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| 238853 | 52.64 | Facial tissue |
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| 237750 | 374.95 | Shipping labels |

Sorry for the late-in-the-day barrage of information. I very much appreciate your help!

Best,



Maggie McClain

Pronouns: she/her/hers

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From: Rey, Doria <DRey@cityofmadison.com>

Sent: Thursday, August 27, 2020 9:14 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Mabrey, Stephanie

<SMabrey@cityofmadison.com>

Subject: RE: Project codes

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I'll keep an eye out for the information you send.

Let me know if I can help in the interim.

Thank you,

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From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, August 27, 2020 9:02 AM

To: Mabrey, Stephanie <SMabrey@cityofmadison.com>

Cc: Rey, Doria <DRey@cityofmadison.com>

Subject: RE: Project codes

Thanks, Steph!

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For the \$1.2m from Center for Tech and Civic Life, it's 13245-13-200.

Thanks!

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Finance Department

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From: [McClain, Maggie](#)
To: [Hargianto, Andre](#); [Rey, Doria](#)
Subject: RE: Project codes
Date: Thursday, September 10, 2020 11:48:36 AM
Attachments: [image001.png](#)
[image002.png](#)

Okay. That's what I figured. I'll talk to Steph Mabrey and see what our options are.
Thanks to you both!



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From: Hargianto, Andre

Sent: Thursday, September 10, 2020 11:37 AM

To: McClain, Maggie ; Rey, Doria

Subject: RE: Project codes

If they have been converted, and on top of that been paid, I can't make any changes... sorry.

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, September 10, 2020 11:36 AM

To: Rey, Doria <DRey@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>

Subject: RE: Project codes

Andy and Doria,

To add another layer of fun to that... These POs have already been paid. Not sure if we have any options.

Thanks!



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From: Rey, Doria <DRey@cityofmadison.com>
Sent: Thursday, September 10, 2020 10:59 AM
To: McClain, Maggie <MMcClain@cityofmadison.com>; Hargianto, Andre <AHargianto@cityofmadison.com>
Subject: RE: Project codes

Hi Maggie,

I was going over these entries and I realized the requisitions have already been converted to PO's. MUNIS will not let us to add a project string if one wasn't present on the original requisition. So in order add a project string we will need to cancel the original PO and re-enter new reqs.

Unfortunately, I do not have access to make changes/entries in purchase order entry, so I have included Andy Hargianto from purchasing on this email, hopefully he can help us get these purchase orders moved over to the right projects.

| Vendor | Requisition | PO | Amount | Project Code |
|--------|-------------|----------|---------|--------------|
| 700900 | 20002718 | 20002344 | 2598.00 | 13245-13-200 |
| 613024 | 20002793 | 20002392 | 1515.15 | 13243-13-200 |
| 711060 | 20002657 | 20002274 | 606.06 | 13243-13-200 |
| 711058 | 20002656 | 20002273 | 606.06 | 13243-13-200 |
| 705872 | 20002652 | 20002265 | 606.06 | 13243-13-200 |
| 711053 | 20002651 | 20002264 | 909.09 | 13243-13-200 |
| 600102 | 20002639 | 20002263 | 606.06 | 13243-13-200 |
| 708520 | 20002638 | 20002262 | 606.06 | 13243-13-200 |
| 600035 | 20002637 | 20002261 | 909.09 | 13243-13-200 |

Again, I am so sorry for the delay!

Andy, if there is anything you need from me to make these changes, or if there is any way I can help, please let me know!

Thank you,
Doria

From: McClain, Maggie <MMcClain@cityofmadison.com>
Sent: Friday, August 28, 2020 12:51 PM
To: Rey, Doria <DRey@cityofmadison.com>
Subject: RE: Project codes

Doria,

My apologies: I found one more paid PO that needs to have a project code attached to it.

| Vendor | Requisition | PO | Amount | Project Code |
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Subject: RE: Project codes

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P-Card Purchases

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| MUNIS Transaction ID | Amount | Items |
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From: [Rey, Doria](#)
To: [McClain, Maggie](#)
Subject: RE: Project codes
Date: Thursday, September 10, 2020 10:40:58 AM
Attachments: [image001.png](#)
[image002.png](#)

I am so sorry for the delay in getting these over to you. I am hoping to have them done today!
Again I apologize for the wait,
Doria

From: McClain, Maggie
Sent: Thursday, September 10, 2020 10:31 AM
To: Rey, Doria
Subject: FW: Project codes

Doria,
We're contemplating that opportunity from Tech and Civic Life you sent along, but I'm hoping to check to see if you had a chance to update these charges before I really delve into this over the weekend.
Please let me know if there is anything more you need from me.
Best,



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From: [Alexander Lundy](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Reminder: Vote at Home Election Operations Tools Demo starts in 1 hour
Date: Wednesday, September 9, 2020 1:02:14 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.



Hi Maribeth Witzel-Behl,




This is a reminder that "Vote at Home Election Operations Tools Demo" will begin in 1 hour on:
Date Time: Sep 9, 2020 03:00 PM Eastern Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:



Note: This link should not be shared with others; it is unique to you.

Passcode: 

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or join by phone:

US: +1 312 626 6799 or +1 346 248 7799 or +1 646 558 8656 or +1 669 900 9128 or +1 253 215 8782 or +1 301 715 8592

Webinar ID: 

Passcode: 

International numbers available:

<https://us02web.zoom.us/j/84902216202>

You can [cancel](#) your registration at any time.

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#)
Subject: RE: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
Date: Wednesday, September 9, 2020 11:41:52 AM
Attachments: [image001.png](#)
[image002.png](#)

Let's take another look at our funding needs next week. The WEC CARES subgrant should all go to postage.

From: McClain, Maggie
Sent: Wednesday, September 9, 2020 11:38 AM
To: Witzel-Behl, Maribeth
Subject: RE: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions

Do we want more money to invest in an additional printer, EO compensation, etc.? I can try to spend some time this week/weekend actually figuring out where we are on grant funds. Plus, we haven't even started to scratch into the WEC CARES subgrant.



Maggie McClain
Pronouns: she/her/hers
City of Madison Clerk's Office
City-County Building, Room 103
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
(608) 266-4601
www.cityofmadison.com/clerk
"We exist to assist."



[@MadisonWIClerk](#)

From: Rey, Doria <DRey@cityofmadison.com>
Sent: Tuesday, September 8, 2020 11:09 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>
Subject: FW: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
Hey guys,
I don't know if you would be interested in this opportunity, but I thought I would pass it your way!

Thanks,
Doria

From: Katie Miller <Katie.Miller@simoncompany.com>
Sent: Thursday, September 3, 2020 1:35 PM
Cc: Jennifer Covino <Jennifer.Covino@simoncompany.com>; David Gellman

<David.Gellman@simoncompany.com>

Subject: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good afternoon,

The Center for Tech and Civic Life, a 501(c)(3) nonprofit organization, has announced a forecast for the **COVID-19 Response Grant Program: Local Election Jurisdictions**. The purpose is to ensure local election offices have the resources they need to safely serve every voter this November. There is approximately \$250 million in total program funding. The award minimum is \$5,000. The award maximum is predetermined using a formula. There is no match requirement. Submissions will be accepted on a rolling basis, and the review process will take two weeks. Please see the attached memo for more information and let us know if you have any interest in this opportunity. Applications are available beginning September 8, 2020.

Best,

Katie Miller

Strategic Advisor

Simon and Company, Inc.

1660 L Street NW, Suite 501

Washington, DC 20036

Mobile: (419) 957-1624

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#)
Subject: FW: Social Media and Communications Planning from NVAHI
Date: Tuesday, September 8, 2020 2:28:10 PM
Attachments: [WI Communications Plan - early-mid Sept.docx](#)

In case this is helpful...

From: Michael Spitzer-Rubenstein
Sent: Tuesday, September 8, 2020 10:31 AM
To: Witzel-Behl, Maribeth
Subject: Social Media and Communications Planning from NVAHI

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I hope you had a good Labor Day and were able to get a bit of relaxation in as we head into this two-month sprint.

I'm attaching a communications plan with suggested social media posts. This accompanies our [Communications Toolkit](#). Happy to answer any questions and would really appreciate your feedback: what works, what should we do differently in the future?

If it's helpful, we also have a demo of the operations tools tomorrow, including the MIT polling place planner:

We will be hosting a demo of the [operations tools](#) for election officials next week, which will be a great introduction to how to use the tools and a chance to ask questions. The demo is on Wed Sept 9th, 3-4pm ET and you can [register here](#). I hope you'll join us, and I'm also happy to set up a follow-up meeting to further tailor the tools for your jurisdiction.

Michael

--

Michael Spitzer-Rubenstein
State Lead for Wisconsin (Leadership Now Fellow)
National Vote at Home Institute
(310) 980-2872
he/him

From: [Alexander Lundy](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Reminder: Vote at Home Election Operations Tools Demo starts in 1 day
Date: Tuesday, September 8, 2020 2:13:17 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.



Hi Maribeth Witzel-Behl,



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[Redacted]

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Passcode: [Redacted]

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

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US: +1 312 626 6799 or +1 346 248 7799 or +1 646 558 8656 or +1 669 900 9128 or +1 253 215 8782 or +1 301 715 8592

Webinar ID: [Redacted]

Passcode: [Redacted]

International numbers available:

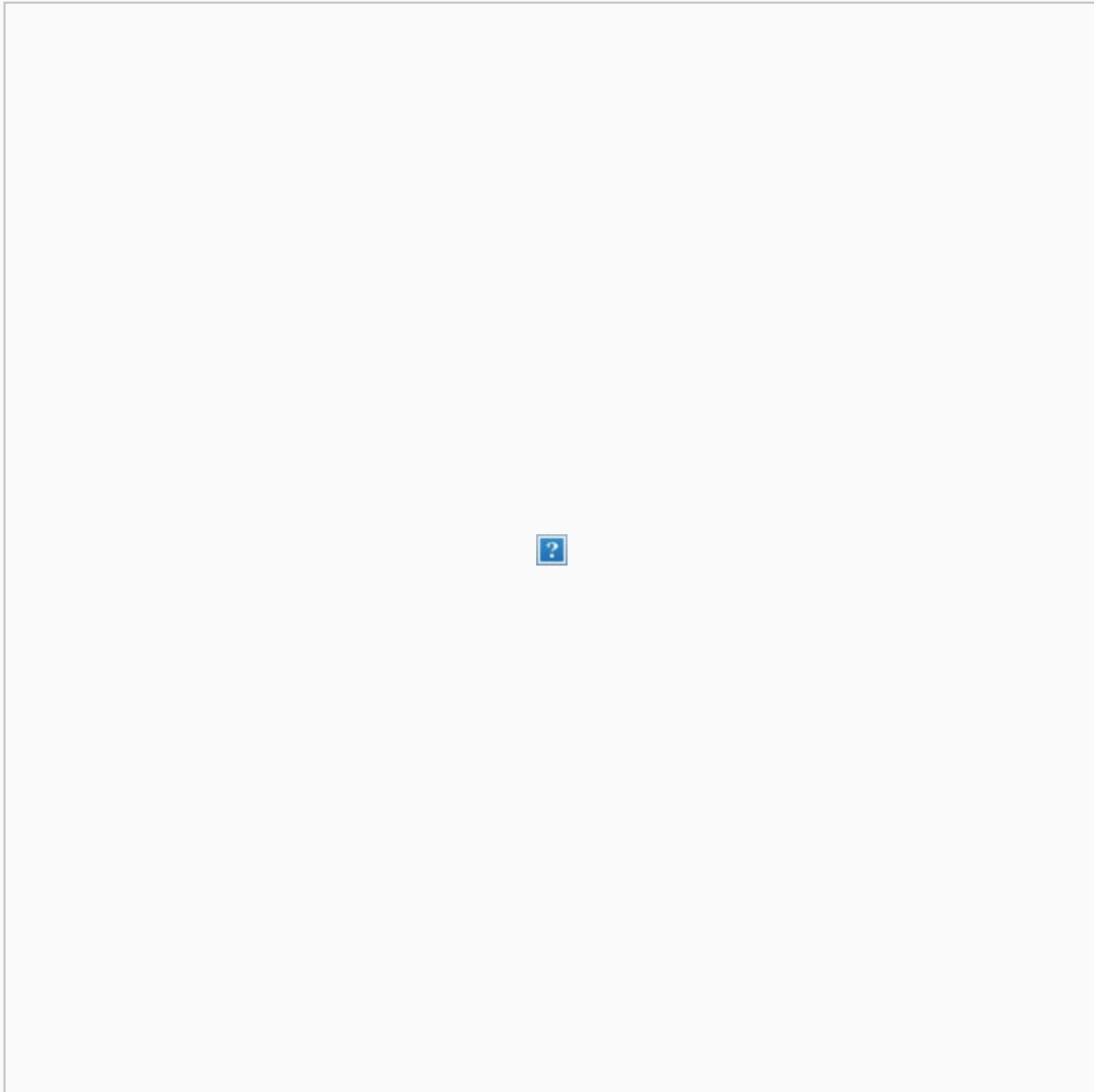
<https://us02web.zoom.us/j/84251292000>

You can [cancel](#) your registration at any time.

From: [Hillary Hall](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Will you join us tomorrow?
Date: Tuesday, September 8, 2020 2:02:25 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



Dear Maribeth,

There's still time to join the National Vote at Home Institute's interactive demo of our [operations tools](#) for election officials: the **vote-by-mail calculator** and the **polling place planner**.

Vote at Home Election Operations Tools Demo

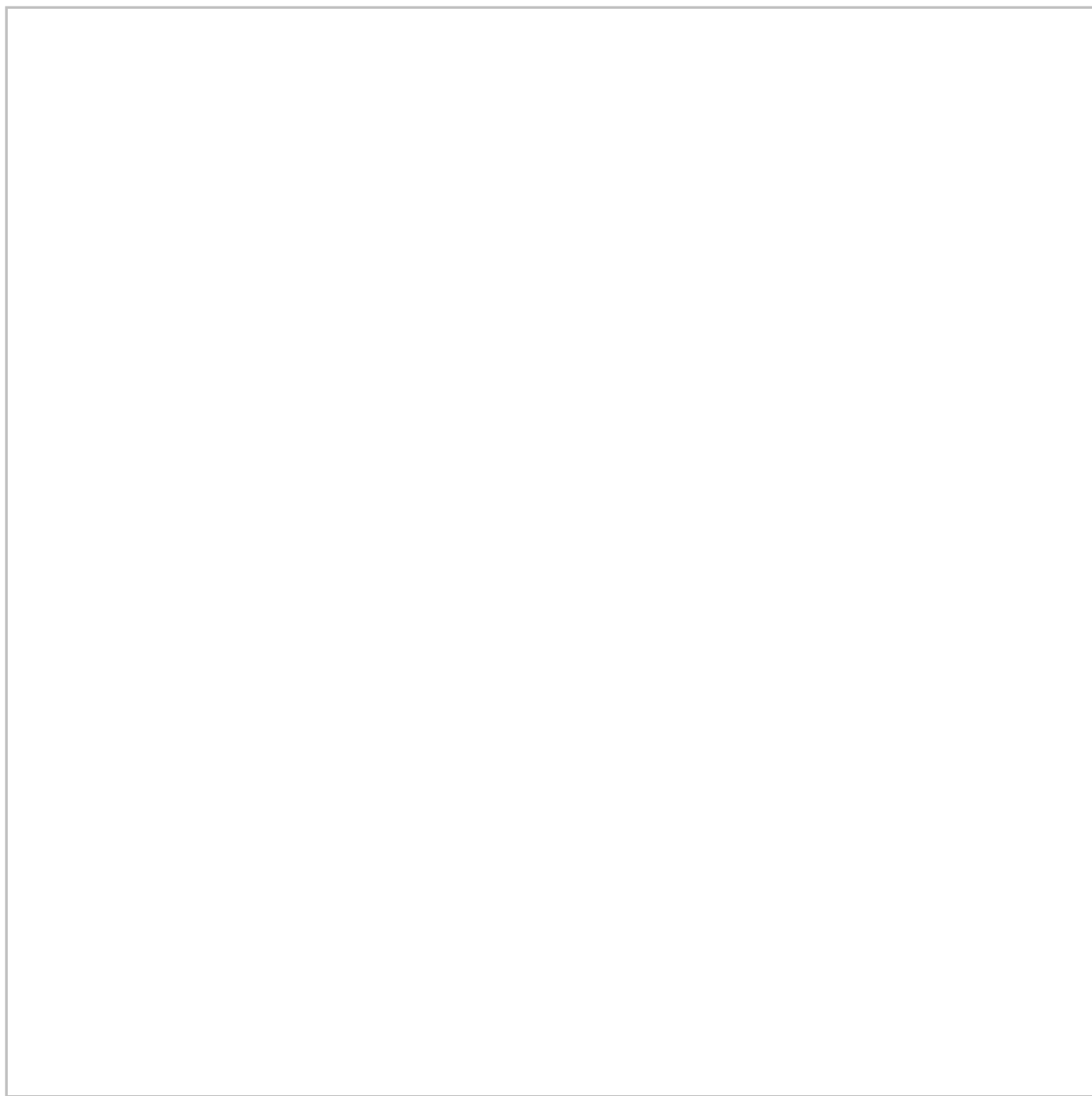
Wednesday, September 9, 2020

3:00 - 4:00 pm ET

REGISTER HERE

We will walk through both tools, sharing tips and tricks to get the most out of these resources and ensure your voting processes run smoothly.

- [Vote-by-Mail Calculator](#): Input data and simulate scenarios in a user-friendly [spreadsheet](#) to improve resource allocation for vote-by-mail. Quickly assess how long ballot processing will take based on current staffing and resources, or consider what is needed to achieve a goal completion time.
- [Polling Place Planner](#): Use the web [app](#) and [workbook](#) to estimate wait times at polling places and determine equipment and staffing needs for in-person voting.



Thank you for joining us to make sure every American can vote in a secure, safe, accessible and equitable election this fall. Please reach out to rachel@voteathome.org if you have any questions or would like more targeted guidance for your jurisdiction.

We look forward to seeing you tomorrow!

Sincerely,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



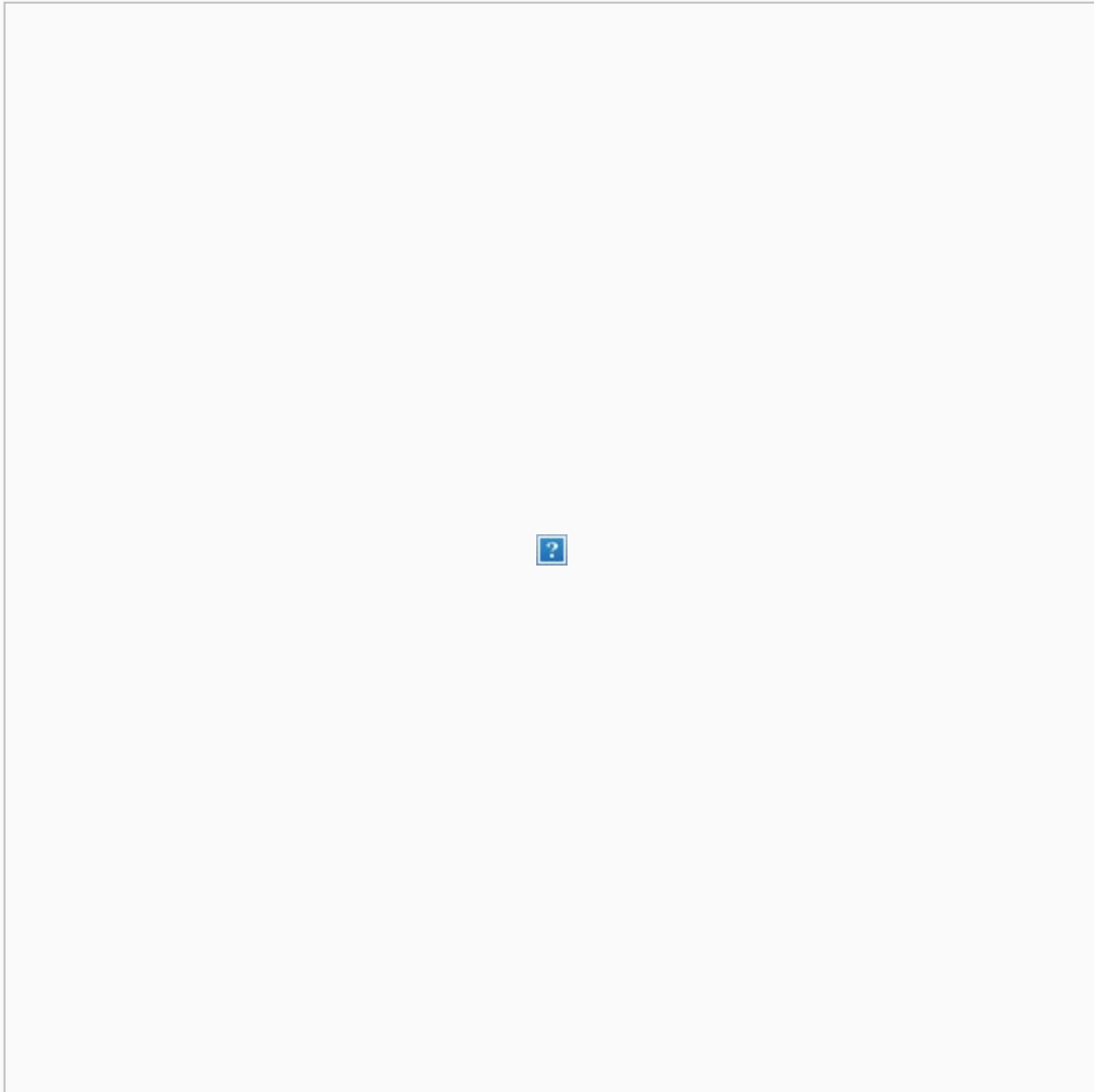
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This email was sent to mwitzel-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Hillary Hall](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Will you join us tomorrow?
Date: Tuesday, September 8, 2020 11:40:18 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



Dear Maribeth,

Thank you for joining us last month for the launch of our Election Officials Communications Toolkit, part of the National Vote at Home Institute's suite of tools to support election officials as more voters than ever plan to vote safely at home in November.

We hope you will join us for our next interactive demo, featuring our [operations tools](#): the vote-by-mail calculator and the polling place planner.

Vote at Home Election Operations Tools Demo

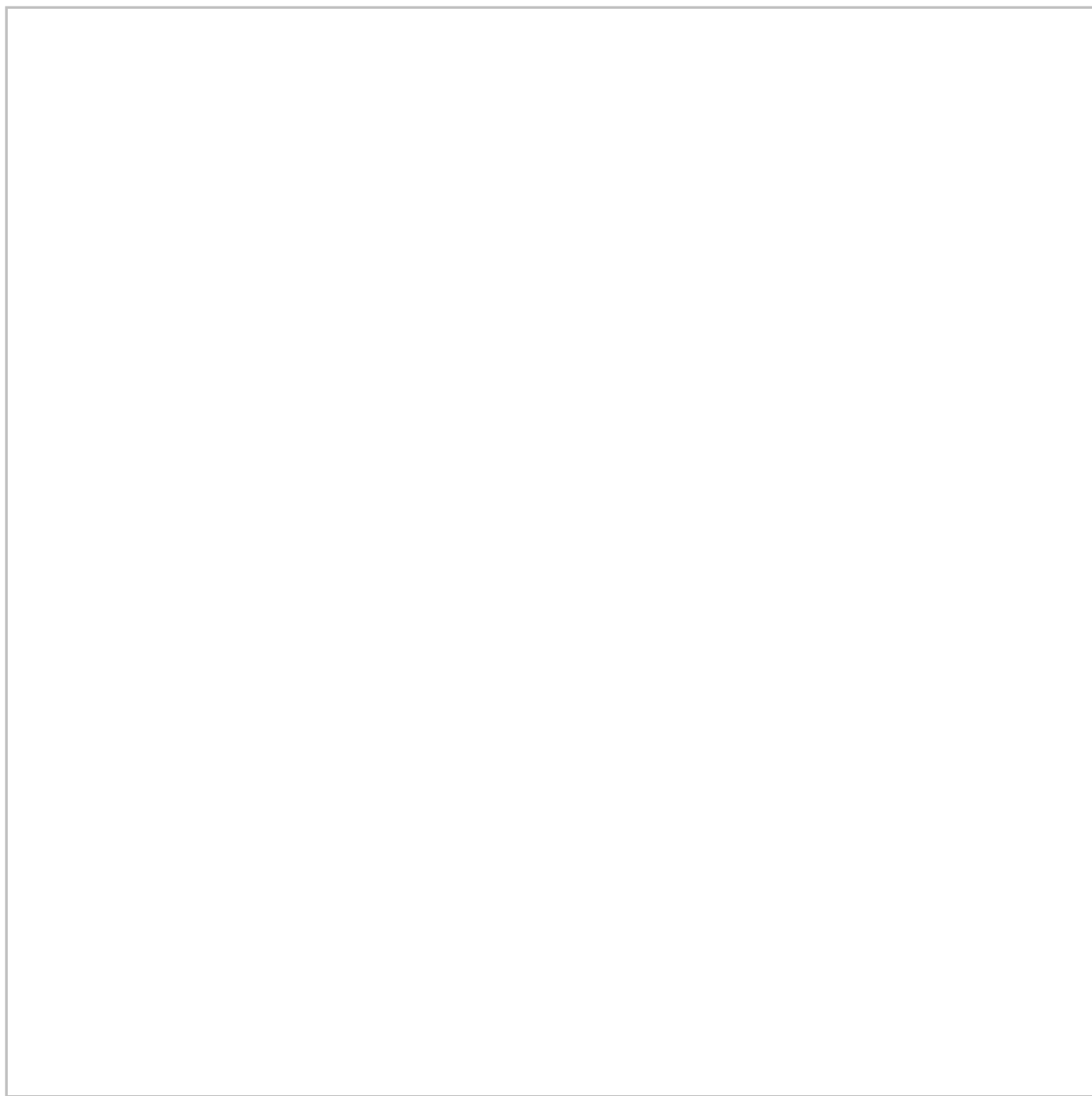
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3:00 - 4:00 pm ET

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Thank you for joining us to make sure every American can vote in a secure, safe, accessible and equitable election this fall. Please reach out to rachel@voteathome.org if you have any questions or would like more targeted guidance for your jurisdiction.

We look forward to seeing you tomorrow!

Sincerely,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



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This email was sent to mwitzel-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Witzel-Behl, Maribeth](#)
To: [Kratowicz, Karalyn](#)
Subject: RE: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
Date: Tuesday, September 8, 2020 9:40:56 AM

Hi, Kara.
I will need to find some uninterrupted time before I can assess this.
- Maribeth

From: Kratowicz, Karalyn
Sent: Tuesday, September 8, 2020 8:12 AM
To: Witzel-Behl, Maribeth
Subject: RE: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
Hi Maribeth,
Do you plan to apply for additional funding? If so, can you please let me know if you need any support from myself or the Mayor?
Thank you!
Kara

From: Baumel, Christie <CBaumel@cityofmadison.com>
Sent: Friday, September 4, 2020 8:35 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Kratowicz, Karalyn <KKratowicz@cityofmadison.com>
Subject: FW: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
FYI

From: Katie Miller <Katie.Miller@simoncompany.com>
Sent: Thursday, September 3, 2020 1:35 PM
Cc: Jennifer Covino <Jennifer.Covino@simoncompany.com>; David Gellman <David.Gellman@simoncompany.com>
Subject: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions

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Best,
Katie Miller
Strategic Advisor
Simon and Company, Inc.
1660 L Street NW, Suite 501
Washington, DC 20036

Mobile: (419) 957-1624

From: [Asher Kolieboi](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Madison + CCD: Voter brochure
Date: Saturday, September 5, 2020 11:07:43 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thank you for the clarification.

Asher

On Sat, Sep 5, 2020 at 12:13 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Aha! We steer away from using the term “ID” to refer to proof of address, which is only needed when registering to vote. I try to avoid mentioning proof of address when talking about voter ID because voters and poll workers easily confuse the two.

Once a voter is registered at their current address, they don’t need to worry about proving their address again. However, many voters stay home from the polls because they wrongly assume that an outdated address on their ID will keep them from voting.

I also worry that voters who have a WI ID that does not meet the Federal REAL ID requirements will wrongly assume that they can’t vote. Their WI ID/license does not need to meet the Federal REAL ID requirements. If the DMV told them that their ID is “non-compliant,” they can still use the ID to vote. If their WI ID says “Not valid for federal purposes,” that has nothing to do with federal elections, and they can still use their ID to vote.

Thank you!

- Maribeth

From: Asher Kolieboi <asher@civicdesign.org>
Sent: Saturday, September 5, 2020 12:25 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: Madison + CCD: Voter brochure

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I apologize for the confusing wording in my last email. Please allow me to clarify, I wanted to create a registration section to highlight that an address does not need to be current when registering to vote. The information would look similar to the page attached, but I can omit it if you think it will confuse people.

Best,

Asher

On Sat, Sep 5, 2020 at 11:05 AM Witzel-Behl, Maribeth <

Behl@cityofmadison.com> wrote:

Hi, Asher.

ID is not required to register to vote. It is only required to request an absentee ballot, or to have your ballot counted at the polls.

Only proof of address is required to register to vote.

- Maribeth

From: Asher Kolieboi <asher@civicdesign.org>

Sent: Saturday, September 5, 2020 12:02 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Subject: Re: Madison + CCD: Voter brochure

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Maribeth,

I hope this email finds you well. I noticed the voter ID brochure does not include information about the ID requirements for voter registration. Would you be okay with me including this information? I want to make sure potential voters have this information.

Best,

Asher Kolieboi

On Fri, Sep 4, 2020 at 10:53 AM Asher Kolieboi <asher@civicdesign.org> wrote:

Dear Whitney and Maribeth,

Thank you for the information. Maribeth, I'll follow up with questions.

Best,

Asher

On Sep 4, 2020, at 8:52 AM, Whitney May
<whitney@techandciviclife.org> wrote:

Hi Asher,

I hope you are doing well. Happy Friday! And thank you so much for your work on the Voting in Madison Pocket Guide. Kenosha is editing their version already.

I spoke with Maribeth in Madison this morning and she's open to you redesigning another voter education brochure. This one is about voter ID (attached). Maribeth identified this as a topic that's critical to the African

American population in Madison because they are less likely to have a driver's license.

Her team passes this brochure out at their public events running September through October, with *a lot of* events around National Voter Registration Day on September 22nd.

I'll let y'all take it from here. Please keep me in the loop.

Be well,

Whitney

On Mon, Aug 24, 2020 at 4:05 PM Asher Kolieboi <asher@civicdesign.org> wrote:

Thank you for the introduction, Whitney. Maribeth, I've begun working on the brochure and will reach out soon with a draft.

I look forward to working with you and your team.

Best,

Asher Kolieboi

--

Asher Kolieboi

Center for Civic Design

civicdesign.org

asher@civicdesign.org

Pronouns: he/him Timezone: Eastern

On Mon, Aug 24, 2020 at 3:19 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Thank you both! I am excited about the possibilities that lie ahead.

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Monday, August 24, 2020 2:43 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Asher Kolieboi <asher@civicdesign.org>

Subject: Madison + CCD: Voter brochure

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Hi Maribeth,

I hope you and your team are staying safe and healthy. Following up

on our check in call last week, I want to connect you directly with Asher Kolieboi from the Center for Civic Design (CCD). You may remember him from our July kick-off call -- he's great!

Asher is able to review and draft some revisions for your [Voting in Madison brochure](#) this week. I mentioned to him that you are open to the CCD pocket guide design.

Hi Asher,

Maribeth is planning a series of in-person events through September and October to register voters, recruit poll workers, and sign people up for absentee ballots. Her office shares the brochure at these events (and more).

I'll let y'all take it from here. Please keep me in the loop, especially if there is a way to pollinate what you produce to the other 4 cities.

Thank you,

Whitney M

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

|||

she/her

From: [Asher Kolieboi](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Madison + CCD: Voter brochure
Date: Saturday, September 5, 2020 12:26:25 PM
Attachments: [Madison-Voter-Guide-09-5-20A.pdf](#)

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Sent: Saturday, September 5, 2020 12:02 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: Madison + CCD: Voter brochure

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Best,

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Be well,

Whitney

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Best,

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From: Whitney May <whitney@techandciviclife.org>

Sent: Monday, August 24, 2020 2:43 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Asher Kolieboi <asher@civicdesign.org>

Subject: Madison + CCD: Voter brochure

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Thank you,

Whitney M

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Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandciviclife.org

(919) 799-6173

she/her

--

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(919) 799-6173

she/her

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To: [Asher Kolieboi](#)
Cc: [Witzel-Behl, Maribeth](#)
Subject: Re: Madison + CCD: Voter brochure
Date: Friday, September 4, 2020 9:54:00 AM
Attachments: [Voter ID Brochure \(1\).docx](#)

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whitney@techandcivicliflife.org

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she/her

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173
she/her

From: [Baumel, Christie](#)
To: [Witzel-Behl, Maribeth](#); [Kratowicz, Karalyn](#)
Subject: FW: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions
Date: Friday, September 4, 2020 8:34:51 AM
Attachments: [Center for Tech and Civic Life COVID-19 Response Grant Program.pdf](#)

FYI

From: Katie Miller
Sent: Thursday, September 3, 2020 1:35 PM
Cc: Jennifer Covino ; David Gellman
Subject: Center for Tech and Civic Life COVID-19 Response Grant Program: Local Election Jurisdictions

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Washington, DC 20036
Mobile: (419) 957-1624

From: [Jillian Doody](#)
To: [Jillian Doody](#); [Carrianna Kuruvilla](#)
Subject: Center for Tech and Civic Life's COVID-19 Response Grant
Date: Thursday, September 3, 2020 1:37:21 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Civic Cities mayors:

We wanted to share with you that the Center for Tech and Civic Life has just announced a grant opportunity for U.S. local election offices to help ensure they have the critical resources they need to safely serve every voter in 2020. We know many of you work closely with your local elections office and wanted to ensure you have the opportunity to share this with them.

You can find more information [here](#).

Please feel free to reach out with any questions you might have!

Jillian

--

Jillian Doody
Director of Government Affairs and Civic Cities
Civic Nation & When We All Vote

From: [Alexander Lundy](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Reminder: Vote at Home Election Operations Tools Demo starts in Sep 9, 2020 03:00 PM Eastern Time (US and Canada)
Date: Wednesday, September 2, 2020 2:16:39 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.



Hi Maribeth Witzel-Behl,



This is a reminder that "Vote at Home Election Operations Tools Demo" will begin in 1 week on:
Date Time: Sep 9, 2020 03:00 PM Eastern Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

[REDACTED]

Note: This link should not be shared with others; it is unique to you.

Passcode: [REDACTED]

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Or join by phone:

US: +1 312 626 6799 or +1 346 248 7799 or +1 646 558 8656 or +1 669 900 9128 or +1 253 215 8782 or +1 301 715 8592

Webinar ID: [REDACTED]

Passcode: [REDACTED]

International numbers available:

<https://us02web.zoom.us/j/kbKek8wjWo>

You can [cancel](#) your registration at any time.

From: [Alexander Lundy](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Vote at Home Election Operations Tools Demo Confirmation
Date: Wednesday, September 2, 2020 11:43:00 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.



Hi Maribeth Witzel-Behl,



Thank you for registering for "Vote at Home Election Operations Tools Demo".

We look forward to sharing our operations tools with you!

At this presentation, Hillary Hall, Senior Advisor for State and Local Election Officials, and the State Implementation team will walk through both tools, sharing tips and tricks to get the most out of these resources and ensure your voting processes run smoothly. A Q&A session will follow.

Visit <https://voteathome.org/election-officials> to access the vote-by-mail calculator and polling place planner, along with many other resources from NVAHI and partners on vote at home best practices.

If you have any questions about the demo, please contact rachel@voteathome.org
Please submit any questions to: Alexander@VoteatHome.org

Date Time: Sep 9, 2020 03:00 PM Eastern Time (US and Canada)

Join from a PC, Mac, iPad, iPhone or Android device:

[REDACTED]

Note: This link should not be shared with others; it is unique to you.

Passcode: [REDACTED]

[Add to Calendar](#) [Add to Google Calendar](#) [Add to Yahoo Calendar](#)

Description: Vote at Home Election Operations Tools Demo

Wednesday, September 9, 2020
3:00 - 4:00 pm ET

The National Vote at Home Institute invites you to an interactive demo of our operations tools: the vote-by-mail calculator and the polling place planner, designed to help election officials consider staffing, space and other resource needs for both vote-by-mail and in-person voting.

At this presentation, Hillary Hall, Senior Advisor for State and Local Election Officials, and the State Implementation team will walk through both tools, sharing tips and tricks to get the most out of these resources and ensure your voting processes run smoothly. A Q&A session will follow.

Visit <https://voteathome.org/election-officials> to access these tools, along with many other resources from NVAHI and partners on vote at home best practices.

About Vote at Home:

National Vote at Home Institute (NVAHI) is dedicated to making sure every American can vote in secure, safe, accessible, and equitable elections by expanding vote-at-home systems in all 50 states. NVAHI works with election officials in optimizing their administration processes and governing laws for both mail ballot and in-person voting methods. NVAHI works to remove legislative and administrative barriers to vote-at-home systems and educate the public on the benefits of voting at home while still preserving the ability to vote in person for those who may want or need it.

Or iPhone one-tap :

US: +16465588656, [REDACTED] # or
+13017158592, [REDACTED] #

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: [REDACTED]

Passcode: [REDACTED]

International numbers available:

<https://us02web.zoom.us/j/kbKek8wjWo>

You can [cancel](#) your registration at any time.

From: [Rachel Lefsky, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Following Up FW: You're Invited: Operations toolkit demo
Date: Wednesday, September 2, 2020 10:25:18 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)

Hi Maribeth,

I am following up on this email from Hillary because I want to make sure you are able to make it to our Operations Toolkit Demo next week on Wednesday, Sept. 9 at 3:00 PM ET.

We're inviting elections officials like you from around the country to make sure you have all the tools and resources you need to make election day a success.

[Check out Hillary's email and you can RSVP for our webinar by clicking here.](#)

As always, we are here to help, so don't hesitate to reach out if you have any questions!

Thanks, and see you next week!

Rachel Lefsky
Communications Fellow
National Vote at Home Institute

----- Forwarded message -----

From: Hillary Hall
Date: Fri, Aug 28, 2020 at 11:07 AM
Subject: You're Invited: Operations toolkit demo
To:



Dear Maribeth,

Election Day is 66 days away! Here at the National Vote at Home Institute, we are acutely aware that operational pressures and voter education efforts are ramping up in your office, especially as more voters than ever plan to vote safely at home this November.

We are working with states and jurisdictions across the country to support your work, and we're excited to invite you to an **interactive demo of our [operations tools](#): the vote-by-mail calculator and the polling place planner**, designed to help election officials consider staffing, space and other resource needs for both vote-by-mail and in-person voting.

Vote at Home Election Operations Tools Demo

Wednesday, September 9, 2020

3:00 - 4:00 pm ET

REGISTER HERE

At this presentation, we will walk through both tools, sharing tips and tricks to get the most out of these resources and ensure your voting processes run smoothly. Please visit our [new website](#) to access the tools, along with many other resources from NVAHI and partners on vote at home best practices.

Thank you for joining us to make sure every American can vote in a secure, safe, accessible and equitable election this fall. Please don't hesitate to reach out to [Rachel Lefsky](#) if you have any questions or would like more targeted guidance for your jurisdiction.

Sincerely,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



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This email was sent to mwitzer-behl@cityofmadison.com
[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)
National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Witzel-Behl, Maribeth](#)
To: [Maldonado, Joe](#); [Chang, Bonnie](#); [Dorothy Krause](#)
Subject: RE: Draft of Resolution
Date: Wednesday, September 2, 2020 8:19:16 AM

Good morning.

I just brought our Mayor into the loop, and am hoping to hear back from her soon.

-Maribeth

From: Maldonado, Joe
Sent: Tuesday, September 1, 2020 10:51 PM
To: Witzel-Behl, Maribeth ; Chang, Bonnie ; Dorothy Krause
Subject: Draft of Resolution

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Joe Maldonado has shared a OneDrive for Business file with you. To view it, click the link below.

 [D1PollingLocationDraft_090120.docx](#)

Hello Maribeth and Bonnie,

I wanted to show you a draft of the resolution that Dorothy and I are presenting. We need to submit a draft to City staff by tomorrow (Wednesday) at noon and all materials must be submitted by Thursday at noon. I want to make sure this accurately reflects what the City of Madison is able to offer. Please let me know if we misinterpreted anything. Looking forward to chatting this week. I've spoken with our City Clerk and Mayor and am still waiting to hear from our Finance Director on whether or not this will need a budget amendment.

Thank you for your open communication and willingness to support our voting process.

Looking forward to connecting.

Joe Maldonado

From: Joe Maldonado <joe.maldonado@fitchburgwi.gov>
Sent: Tuesday, September 1, 2020 2:49 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; 'Chang, Bonnie' <BChang@cityofmadison.com>; Dorothy Krause <Dorothy.Krause@fitchburgwi.gov>
Subject: Re: Support from City of Madison - Elections

Yes that would be great. I've got time to talk tomorrow after 1pm if you are available. Thank you for sharing this resource.

Joe

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Tuesday, September 1, 2020 2:45 PM
To: Joe Maldonado <joe.maldonado@fitchburgwi.gov>
Cc: Chang, Bonnie <BChang@cityofmadison.com>; Dorothy Krause <Dorothy.Krause@fitchburgwi.gov>
Subject: RE: Support from City of Madison - Elections

EXTERNAL EMAIL: BEWARE OF UNKNOWN ATTACHMENTS AND LINKS.

Good afternoon!

I plan to talk to our Mayor this week about collaborating with our neighboring municipalities.

In case you haven't seen this, grant funds are available:

<https://www.techandciviclife.org/open-call/>.

Should we touch base later this week about some joint initiatives for equitable voting access?

- Maribeth

From: Maldonado, Joe <Joe.Maldonado@fitchburgwi.gov>

Sent: Tuesday, September 1, 2020 2:39 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Chang, Bonnie <BChang@cityofmadison.com>; Dorothy Krause <Dorothy.Krause@fitchburgwi.gov>

Subject: Support from City of Madison - Elections

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I spoke with Bonnie at length over the past couple of days. She's been incredibly helpful in clarifying the process of preparing for elections and laying out the resources that Madison has access to. I understand that you both have been in contact with our City Clerk about these options but seem to have run into some roadblocks.

As you probably know, Alder Krause and I are looking to have another conversation with the clerk today. While we always seek to work with City staff to come up with solutions, the top priority is serving the needs of our residents and making voting in our district as accessible as possible. We plan to introduce a resolution to the council to either change our polling place, share one with Madison, or both. Based on my conversations with Bonnie, it looks like we can make some changes happen and put resources into it, both from Madison and the League of Women Voters.

To make a stronger case, I would like to put these support mechanisms (poll workers, staff assistance, equipment, shared space) in writing, both for the council and the public to see and weigh in on. Would your office be willing to write a letter of support for and possibly speak at our Council meeting next week? The biggest priorities are a) making the Redeemer City polling place accessible for voting in November b) considering a shared polling location at the Boys & Girls Club Allied Family Center or c) both.

Dorothy and I are talking with Tracy at 3pm, so we will see what the outcome of the conversation is. I would be glad to have a conversation about this over the phone and see what is possible. If we introduce a resolution, I believe the deadline is Friday at noon (I need to check though to make sure that the holiday weekend does not push up the deadline).

Thank you both for your support, advocacy, and all the work you put in, particularly this year during COVID-19.

Joe Maldonado

The 2020 Census is here. Complete your census form now at [my2020Census.gov](https://my2020census.gov). Learn more at www.fitchburgwi.gov/2020Census and [2020Census.gov](https://2020census.gov). #FitchburgCounts #2020Census

From: [Witzel-Behl, Maribeth](#)
To: ["Michael Spitzer-Rubenstein"](#)
Subject: RE: Call Follow-Up
Date: Tuesday, September 1, 2020 6:10:11 PM

Social media posts would be helpful. We are on Twitter, Facebook, and Instagram.

Thank you!

- Maribeth

From: Michael Spitzer-Rubenstein
Sent: Tuesday, September 1, 2020 4:48 PM
To: Witzel-Behl, Maribeth
Subject: Call Follow-Up

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

It was great to meet you this afternoon and we're excited to help Madison with communications.

Our existing Communications Toolkit is here: <https://voteathome.org/comms-toolkit/>

Along with the Wisconsin-specific language about voter ID and witness signatures, would it be helpful to create an editorial calendar with sample tweets and Facebook posts that you can use?

Michael

--

Michael Spitzer-Rubenstein
State Lead for Wisconsin (Leadership Now Fellow)
National Vote at Home Institute
(310) 980-2872
he/him

From: [McDonell, Scott](#)
To: [Alene Houser - City of Monona](#); [Alyssa Gross](#); [Angela Volkman](#); [Angie Runde](#); [Ann Sayles](#); [Arrin Linzenmeyer](#); [Barbara Roesslein](#); [Ben Kollenbroich](#); [Bill Chang](#); [Bob Anderson](#); [Bob Riege](#); [Brandon Bledsoe](#); [Brenda Kahl](#); [Brian Wilson](#); [Caitlin Stene](#); [Candee Christen](#); [Candie Jones](#); [Cassandra Suettinger](#) (Cassandra.Suettinger@mcfarland.wi.us); [Cathy Hasslinger - Town of Dunn](#); [Christina Kahl](#); [Christine Capstran - Village of Windsor](#); [Cindy Hegglund - City of Edgerton](#); [Courtney Beuthin](#); [Curt Winter](#); [Dawn George](#); [Dianah Fayas](#); [Donna Schoor](#); [Elena Hilby](#); [Ellen Clark](#); [Holly Licht](#); [Jackie Arthur](#); [Jami Erickson](#); [Jennifer Hanson - Town of Oregon](#); [Jennifer Wood](#); [Verbick, Jim](#); [Jo Ramsfield](#); [Joan Andrusz - City of Monona](#); [John Wright - Town of Verona](#); [Joy Hanson](#); [Julie Hanewall](#); [Kadie Butteris](#); [Karla Endres - Village of Shorewood Hills](#); [Kathleen Clark](#); [Kathy Wilson - Town of Christiana](#); [Kathy Wilson - Town of Christiana](#); [Katie Zelle](#); [Kayla Martin](#); [Kelsey Shepperd](#); [Kendra Tutsch](#); [Kim Banigan - Town of Cottage Grove](#); [Kim Grob](#); [Laurie Helt](#); [Linda Dieckhoff](#); [Linda Kuhlman](#); [Lindsey Johnson](#); [Lisa Kalata](#); [Lisa Meinholz](#); [Lisa Moen - Village of Cambridge](#); [Liz McCredie - Village of Deerfield](#); [Lorie Burns - City of Middleton](#); [LuAnn Leggett - Village of DeForest](#); [Witzel-Behl, Maribeth](#); [Mary Jo Michek](#); [Mary Liebig](#); [Mary Price - Town of Perry](#); [Matt Schuenke](#); [McDonell, Scott](#); [Melanie Huchthausen - Town of Dunkirk](#); [Michelle Marx](#); [Mike Freitag](#); [Mike Wolf](#); [Nancy Meinholz - Town of Cross Plains](#); [Nicole Bronkhorst](#); [Anderson, Patti](#); [Peggy Haag](#); [Pili Hougan](#); [Rodriguez, Rachel](#); [Renee Bratton](#); [Renee Schwass](#); [Rhonda Wiedenbeck](#); [Ruth Hansen](#); [Sarah Danz](#); [Shellie Benish](#); [Stacey Harmon](#); [Stephanie Goth](#); [Stephanie Zwettler](#); [Sue Dietzen](#); [Tammy Jordan](#); [Tanya O'Malley](#); [Teresa Hughes Groves](#); [Teresa Withee](#); [Teri Saxon](#); [Tom Wilson](#); [Tracy Oldenburg](#); [Vicki Anderson](#); [Vicki Olson](#); [Wendy Stoeckler](#)
Subject: Excellent Grant Opportunity!
Date: Tuesday, September 1, 2020 3:44:31 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Clerks-

There is a new private grant available! <https://www.techandciviclife.org/our-work/election-officials/grants/>

Election offices can use the funds to cover 2020 expenses, including the following:

Ensure Safe, Efficient Election Day Administration

Maintain open in-person polling places on Election Day

Procure Personal Protective Equipment (PPE) and personal disinfectant to protect election officials and voters from COVID-19

Support and expand drive-thru voting, including purchase of additional signage, tents, traffic control, walkie-talkies, and safety measures

Expand Voter Education & Outreach Efforts

Publish reminders for voters to verify and update their address, or other voter registration information, prior to the election

Educate voters on safe voting policies and procedures

Launch Poll Worker Recruitment, Training & Safety Efforts

Recruit and hire a sufficient number of poll workers and inspectors to ensure polling places are properly staffed, utilizing hazard pay where required

Provide voting facilities with funds to compensate for increased site cleaning and sanitization costs

Deliver updated training for current and new poll workers administering elections in the midst of pandemic

Support Early In-Person Voting and Vote by Mail

Expand or maintain the number of in-person early voting sites

Deploy additional staff and/or technology improvements to expedite and improve mail ballot processing

I think Wisconsin would get preferential treatment so I urge you to apply.

Scott A. McDonell

Dane County Clerk

210 MLK Jr. Blvd, Room 106A

Madison, WI 53703

(608) 266-4121

mcdonell@countyofdane.com

Sent Securely via TLS from County of Dane by
Proofpoint

From: [McDonell, Scott](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Grant Funding
Date: Tuesday, September 1, 2020 2:57:25 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thanks!

Scott A. McDonell

Dane County Clerk

210 MLK Jr. Blvd, Room 106A

Madison, WI 53703

(608) 266-4121

mcdonell@countyofdane.com

From: Witzel-Behl, Maribeth [<mailto:MWitzel-Behl@cityofmadison.com>]

Sent: Tuesday, September 01, 2020 2:50 PM

To: McDonell, Scott

Subject: Grant Funding

CAUTION: External Email - Beware of unknown links and attachments. Contact Helpdesk at 266-4440 if unsure

Hi, Scott.

I wondered if you might want to share this with Dane County Municipal Clerks:

<https://www.techandciviclifef.org/open-call/>.

Only nine weeks to go!

Maribeth

Sent Securely via TLS from County of Dane by
Proofpoint

From: [Maribeth Witzel-Behl](#)
To: [Witzel-Behl, Maribeth](#)
Subject: For Fitchburg
Date: Tuesday, September 1, 2020 2:41:00 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

https://urldefense.proofpoint.com/v2/url?u=https-3A__www.techmancivilife.org_open-2Dcall_&d=DwICAg&c=-byehdZzumMFFQYPZBagUCDuBIM9Q9twmsabM0kCgII&r=-NB_YuTQPK0Q26EKJqPOaEemZpis7PYZozrr0_DMPT00&m=-C9GtCFkV9yChTJ0pBJeznTanf1cltWevYTD7AXHhUS4w&s=-hlJ3gfrSiAjyvs03K2n1H3GONBirRkLG5vV0HjCB4&e=

Sent from my iPhone

From: [Google Calendar](#) on behalf of michael@voteathome.org
To: xanthe@voteathome.org; rachel@voteathome.org; Witzel-Behl, Maribeth; hillary@voteathome.org; michael@voteathome.org
Subject: NVAHI - Madison Intro Meeting
Date: Tuesday, September 1, 2020 1:00:45 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,
We're looking forward to speaking soon, at 1:30 Central.

As a reminder, here's the Zoom link: [REDACTED]

I'm including a rough agenda:

- Introductions
- April and August Primary Experiences
- NVAHI Communications Toolkit and Assistance
- Other Assistance and Plan Follow-Ups

Michael

NVAHI - Madison Intro Meeting

When Tue Sep 1, 2020 2:30pm – 3pm Eastern Time - New York

Where [REDACTED]

[\(map\)](#)

- Who**
- Michael Spitzer-Rubenstein - organizer
 - rachel@voteathome.org
 - hillary@voteathome.org
 - xanthe@voteathome.org
 - mwitzel-behl@cityofmadison.com

Hillary Hall- Vote at Home is inviting you to a scheduled Zoom meeting. Topic: Hillary Hall- Vote at Home's Personal Meeting Room Join Zoom Meeting: [REDACTED]

From: [Celestine Jeffreys](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Voter Pocket Guide
Date: Monday, August 31, 2020 2:20:14 PM
Attachments: [image001.png](#)
[image003.png](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth,

Thank you so much!! These are all excellent ideas, and the voter guide is a great resource.

Celestine Jeffreys

Chief of Staff
Office of the Mayor
920.448.3006

From: Witzel-Behl, Maribeth
Sent: Friday, August 28, 2020 5:35 PM
To: 'Woodall-Vogg, Claire'; 'Whitney May'; Michelle Nelson; Coolidge, Tara; Celestine Jeffreys; Kris Teske
Subject: Voter Pocket Guide

Good evening, everyone.

Check out the attached Voter Pocket Guide that the Center for Civic Design helped design, based on our Voting in the City of Madison brochure. Visit this site to see how to print and fold the guide: <https://electiontools.org/tool/pocket-voter-guide-template/#undefined>.

Additionally, given all the concerns voters have about putting their ballots in the mail, we will be holding a Democracy in the Park event citywide from 9 a.m. to 3 p.m. on Saturday, September 26, and on Saturday, October 3, with Sundays available as rain dates. We will have at least two poll workers stationed in every one of our 206 city parks, available to register voters and serve as a witness for voters dropping off their absentee ballots. Voters will be able to identify the poll workers by their high visibility City of Madison safety vests and Vote yard signs.

Another idea from a Brennan Center call earlier today is to promote Monday, October 19, as "Mail It Back Monday" so voters aren't waiting until the last minute to mail back their absentees.

Our next project is to figure out how to make a frame for social media so our poll workers can use a Madison Election Official frame on Facebook. The idea is to let their friends know that the election is being administered by someone they know and trust, and to help recruit additional poll workers.

- Maribeth

From: [Michelle Nelson](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Voter Pocket Guide
Date: Monday, August 31, 2020 10:46:06 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maribeth~

Love this! Thanks for sharing.

Michelle Nelson
Information Coordinator

T:262.653.4271
625 52nd Street
Kenosha, WI 53140

From: "Witzel-Behl, Maribeth"
To: "Woodall-Vogg, Claire" , "Whitney May" , "Michelle Nelson" , "Coolidge, Tara" , "Celestine Jeffreys" , "Kris Teske"
Sent: Friday, August 28, 2020 5:34:45 PM
Subject: Voter Pocket Guide

Good evening, everyone.

Check out the attached Voter Pocket Guide that the Center for Civic Design helped design, based on our Voting in the City of Madison brochure. Visit this site to see how to print and fold the guide: <https://electiontools.org/tool/pocket-voter-guide-template/#undefined>.

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- Maribeth

From: [Witzel-Behl, Maribeth](#)
To: ["Woodall-Vogg, Claire"; "Whitney May"; Michelle Nelson; Coolidge, Tara; Celestine Jeffreys; Kris.Teske@greenbaywi.gov](#)
Subject: Voter Pocket Guide
Date: Friday, August 28, 2020 5:34:45 PM
Attachments: [Madison-Voter-Guide-08-28-20A.pptx](#)

Good evening, everyone.

Check out the attached Voter Pocket Guide that the Center for Civic Design helped design, based on our Voting in the City of Madison brochure. Visit this site to see how to print and fold the guide:

<https://electiontools.org/tool/pocket-voter-guide-template/#undefined>.

Additionally, given all the concerns voters have about putting their ballots in the mail, we will be holding a Democracy in the Park event citywide from 9 a.m. to 3 p.m. on Saturday, September 26, and on Saturday, October 3, with Sundays available as rain dates. We will have at least two poll workers stationed in every one of our 206 city parks, available to register voters and serve as a witness for voters dropping off their absentee ballots. Voters will be able to identify the poll workers by their high visibility City of Madison safety vests and Vote yard signs.

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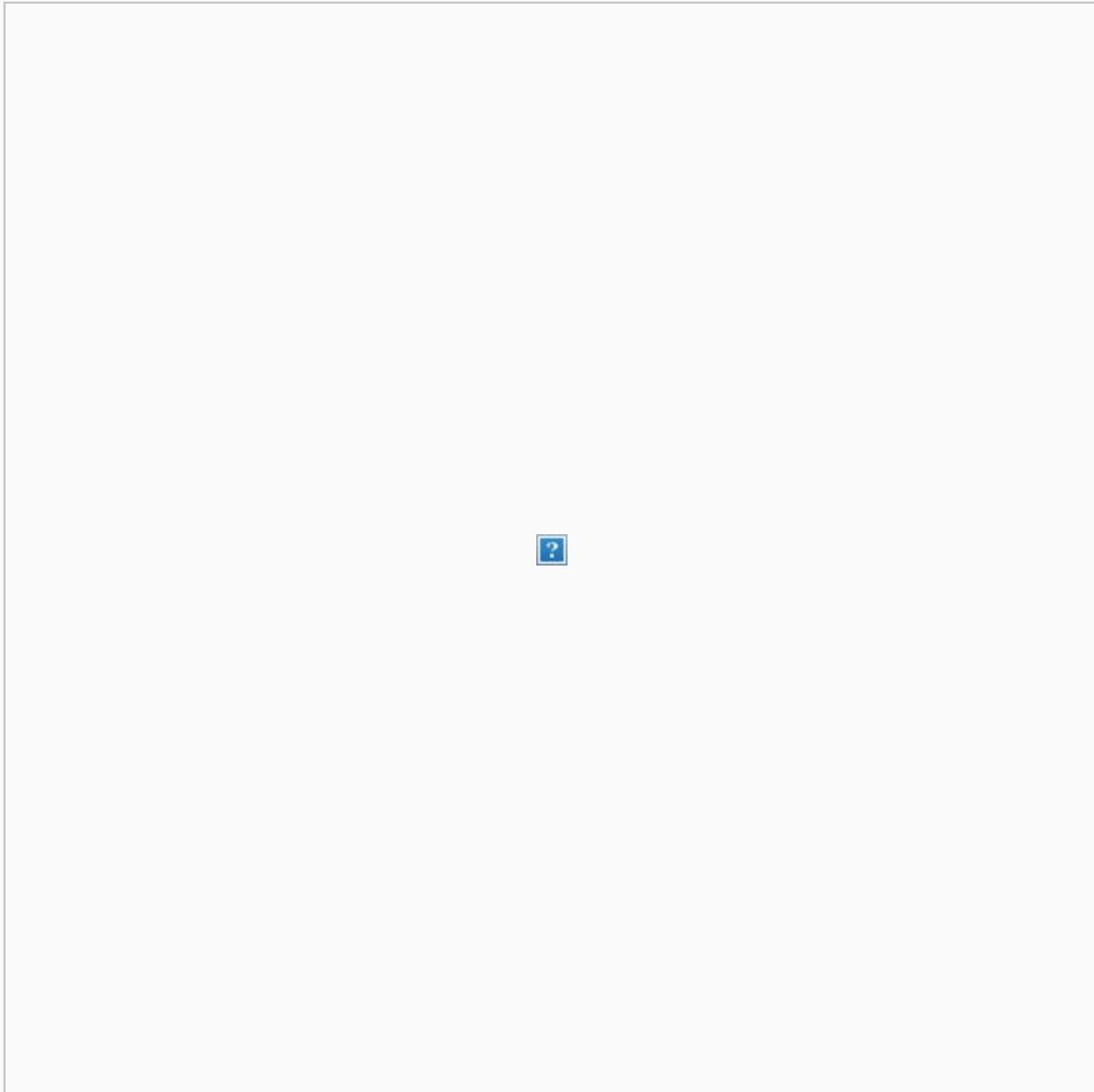
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-Maribeth

From: [Hillary Hall, NVAHI](#)
To: [Witzel-Behl, Maribeth](#)
Subject: You're Invited: Operations toolkit demo
Date: Friday, August 28, 2020 12:07:53 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



Dear Maribeth,

Election Day is 66 days away! Here at the National Vote at Home Institute, we are acutely aware that operational pressures and voter education efforts are ramping up in your office, especially as more voters than ever plan to vote safely at home this November.

We are working with states and jurisdictions across the country to support your work, and we're excited to invite you to an **interactive demo of our [operations tools](#): the vote-by-mail calculator and the polling place planner**, designed to help election officials consider staffing, space and other resource needs for both vote-by-mail and in-person voting.

Vote at Home Election Operations Tools Demo

Wednesday, September 9, 2020

3:00 - 4:00 pm ET

REGISTER HERE

At this presentation, we will walk through both tools, sharing tips and tricks to get the most out of these resources and ensure your voting processes run smoothly. Please visit our [new website](#) to access the tools, along with many other resources from NVAHI and partners on vote at home best practices.

Thank you for joining us to make sure every American can vote in a secure, safe, accessible and equitable election this fall. Please don't hesitate to reach out to [Rachel Lefsky](#) if you have any questions or would like more targeted guidance for your jurisdiction.

Sincerely,

Hillary Hall
Senior Advisor to State and Local Election Officials
National Vote at Home Institute



This email was sent to mwitzel-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Kris Teske](#)
To: "[Wolfe, Meagan - ELECTIONS](#)"; [Witzel-Behl, Maribeth](#); [Coolidge, Tara](#); [Michelle Nelson](#)
Cc: [Woodall-Vogg, Claire](#); [Rydecki, Richard H - ELECTIONS](#); [Magney, Reid - ELECTIONS](#)
Subject: RE: Introduction to Vote At Home
Date: Friday, August 28, 2020 11:14:46 AM
Attachments: [image003.png](#)
[image006.png](#)

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Thank you. I have talked to Michael and our communications team will be reaching out to him.

Kris Teske, WCMC

Green Bay City Clerk

100 N. Jefferson St., Rm 106

Green Bay, WI 54301

920-448-3014



From: Wolfe, Meagan - ELECTIONS [mailto:Meagan.Wolfe@wisconsin.gov]
Sent: Friday, August 28, 2020 11:07 AM
To: Kris Teske ; Witzel-Behl, Maribeth ; Coolidge, Tara ; Michelle Nelson
Cc: Woodall-Vogg, Claire ; Rydecki, Richard H - ELECTIONS ; Magney, Reid - ELECTIONS
Subject: FW: Introduction to Vote At Home
Green Bay, Madison, Racine, and Kenosha-

Passing along a recommendation and resource from Milwaukee. Just wanted you to be aware in case you thought this might be a group you are interested in working with or learning more about. Claire in Milwaukee okayed me sending this along, and it sounds like you should reach out to Michael at michael@voteathome.org if you are interested in learning more.

Meagan

From: Woodall-Vogg, Claire <cwooda@milwaukee.gov>
Sent: Friday, August 28, 2020 10:55 AM
To: Magney, Reid - ELECTIONS <Reid.Magney@wisconsin.gov>; Wolfe, Meagan - ELECTIONS <Meagan.Wolfe@wisconsin.gov>; Rydecki, Richard H - ELECTIONS <Richard.Rydecki@wisconsin.gov>
Cc: Michael Spitzer-Rubenstein <michael@voteathome.org>; Hillary Hall <hillary@voteathome.org>
Subject: Introduction to Vote At Home

Hi Meagan, Richard, and Reid,

I just wanted to reach out and connect you with Michael Spitzer-Rubenstein and Hillary Hall from the Vote at Home Institute in case you think other clerks or the WEC staff would find working with them useful.

I have been working with Hillary since early May. She was a tremendous resource in helping me decide to seek out a vendor to automate our absentee assembly process, as well as selecting drop boxes early on that were secure and met all of the requirements the WEC put

forth last week.

I have been working with Michael to create inputs and outputs to help us determine staffing needs and staffing responsibilities at Central Count based on actual quantitative data. They have created a tool that is extremely useful in visualizing the time certain processes take. They will also be helping the Election Commission with our voter education communications around absentee voting and the messaging we will use. They have an extremely useful [communications toolkit](#) for clerks with zero resources to those that are hiring communication firms.

Hillary used to be a clerk in Colorado, so she also understands all of the other work we are doing and how precious and valuable time is.

All in all, they have essentially made my life much easier with the absolutely free technical assistance they are offering.

Claire

Claire Woodall-Vogg

Executive Director

414-286-3491

City of Milwaukee Election Commission



Update your voter registration, request an absentee ballot, or check your voting record at [MyVote](#)

The City of Milwaukee is subject to Wisconsin Statutes related to public records. Unless otherwise exempted from the public records law, senders and receivers of City of Milwaukee e-mail should presume that e-mail is subject to release upon request, and is subject to state records retention requirements. See City of Milwaukee full e-mail disclaimer at www.milwaukee.gov/email_disclaimer

From: [Witzel-Behl, Maribeth](#)
To: ["Wolfe, Meagan - ELECTIONS"](#)
Subject: RE: Introduction to Vote At Home
Date: Friday, August 28, 2020 11:09:13 AM
Attachments: [image002.png](#)

I have a meeting set up with Hillary for next Tuesday!
- Maribeth

From: Wolfe, Meagan - ELECTIONS
Sent: Friday, August 28, 2020 11:07 AM
To: Kris Teske ; Witzel-Behl, Maribeth ; Coolidge, Tara ; Michelle Nelson
Cc: Woodall-Vogg, Claire ; Rydecki, Richard H - ELECTIONS ; Magney, Reid - ELECTIONS
Subject: FW: Introduction to Vote At Home

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To: Magney, Reid - ELECTIONS <Reid.Magney@wisconsin.gov>; Wolfe, Meagan - ELECTIONS <Meagan.Wolfe@wisconsin.gov>; Rydecki, Richard H - ELECTIONS <Richard.Rydecki@wisconsin.gov>
Cc: Michael Spitzer-Rubenstein <michael@voteathome.org>; Hillary Hall <hillary@voteathome.org>
Subject: Introduction to Vote At Home

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From: [Mabrey, Stephanie](#)
To: [McClain, Maggie](#)
Cc: [Rey, Doria](#)
Subject: RE: Project codes
Date: Thursday, August 27, 2020 8:52:56 AM
Attachments: [image001.png](#)
[image002.png](#)

Hi Maggie,
You should contact Doria Rey (cc'ed here) to help with reclassifying those payments!
Thanks,
Steph

From: McClain, Maggie
Sent: Thursday, August 27, 2020 8:37 AM
To: Mabrey, Stephanie
Subject: RE: Project codes

Steph,
I do not have an accounting person that I work with regularly, unfortunately 😞 Any suggestions on who to contact?
Thanks,



Maggie McClain
Pronouns: she/her/hers
City of Madison Clerk's Office
City-County Building, Room 103
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
(608) 266-4601
www.cityofmadison.com/clerk
"We exist to assist."



[@MadisonWIClerk](#)

From: Mabrey, Stephanie
Sent: Thursday, August 27, 2020 8:30 AM
To: McClain, Maggie
Subject: RE: Project codes

Hi Maggie,
We should be able to reclass payments to the project code, but I think someone from accounting may need to get involved to do that. Is there someone you typically work with up there?
This would apply to both the equity analysis payments and the p-card transactions!
Thanks,
Steph

From: McClain, Maggie <MMcClain@cityofmadison.com>

Sent: Thursday, August 27, 2020 8:28 AM

To: Mabrey, Stephanie <SMabrey@cityofmadison.com>

Subject: RE: Project codes

Steph,

Thank you!

Quick question: what if I already processed the majority of the equity analysis payments? I didn't realize this was going to get a specific code assigned to it, so I processed many of them already. Additionally, for p-card transactions, should I just use this project code going forward or am I able to update account strings for items that have already been completed?

Thank you,



Maggie McClain

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"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Mabrey, Stephanie <SMabrey@cityofmadison.com>

Sent: Tuesday, August 25, 2020 9:37 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>

Subject: Project codes

Hi Maggie-

I finally have project codes for you!

For the \$10k grant payments, the project is 13243-13-200.

For the \$1.2m from Center for Tech and Civic Life, it's 13245-13-200.

Thanks!

Steph Mabrey

Budget Policy Analyst

Finance Department

>>> The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by [phone](tel:6082664601), or by [mail](mailto:my2020census@cityofmadison.com). <<<

From: [Mabrey, Stephanie](#)
To: [McClain, Maggie](#)
Subject: RE: Project codes
Date: Thursday, August 27, 2020 8:46:31 AM
Attachments: [image001.png](#)
[image002.png](#)

I'll send out an email first to see if I can figure out who the right contact is – I don't want to send you on a wild goose chase in accounting! 😊

From: McClain, Maggie
Sent: Thursday, August 27, 2020 8:37 AM
To: Mabrey, Stephanie
Subject: RE: Project codes

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Finance Department

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my2020census.gov, by [phone](#), or by [mail](#). <<<

From: [McClain, Maggie](#)
To: [Mabrey, Stephanie](#)
Subject: RE: Project codes
Date: Thursday, August 27, 2020 8:28:04 AM
Attachments: [image001.png](#)
[image002.png](#)

Steph,

Thank you!

Quick question: what if I already processed the majority of the equity analysis payments? I didn't realize this was going to get a specific code assigned to it, so I processed many of them already. Additionally, for p-card transactions, should I just use this project code going forward or am I able to update account strings for items that have already been completed?

Thank you,



Maggie McClain

Pronouns: she/her/hers

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Budget Policy Analyst

Finance Department

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my2020census.gov, by [phone](#), or by [mail](#). <<<

Starczewski, Leslie

From: Witzel-Behl, Maribeth
Sent: Tuesday, August 25, 2020 10:08 AM
To: Michael Spitzer-Rubenstein
Subject: Accepted: NVAHI - Madison Intro Meeting

From: [Michael Spitzer-Rubenstein](#)
To: [Rachel Lefsky](#); [Xanthe Thomassen](#); [Hillary Hall](#); [Witzel-Behl, Maribeth](#)
Subject: NVAHI - Madison Intro Meeting

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hillary Hall- Vote at Home is inviting you to a scheduled Zoom meeting. Topic: Hillary Hall- Vote at Home's Personal Meeting Room Join Zoom Meeting: [https://\[REDACTED\]](https://[REDACTED])

From: [Mabrey, Stephanie](#)
To: [McClain, Maggie](#)
Subject: Project codes
Date: Tuesday, August 25, 2020 9:36:56 AM

Hi Maggie-

I finally have project codes for you!

For the \$10k grant payments, the project is 13243-13-200.

For the \$1.2m from Center for Tech and Civic Life, it's 13245-13-200.

Thanks!

Steph Mabrey

Budget Policy Analyst

Finance Department

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From: [Hillary Hall](#)
To: [Witzel-Behl, Maribeth](#); [Michael Spitzer-Rubenstein](#)
Subject: Re: Following up on CTCL request
Date: Monday, August 24, 2020 7:05:15 PM
Attachments: [image002.png](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

Let's meet at 1:30 on Tuesday- I will send and invite. Please forward to anyone else you would like on the call.

Hope you get a bit of time off this week.

Hillary Hall
Senior Advisor for State and Local Election Officials
National Vote at Home institute
(720) 507-5702
she/hers



From: Witzel-Behl, Maribeth
Sent: Monday, August 24, 2020 3:01 PM
To: Hillary Hall ; Michael Spitzer-Rubenstein
Subject: RE: Following up on CTCL request
Next Monday, I'll be free at 10 a.m. Central, or any time after 1 p.m. Next Tuesday, I'll be free after 11:30. And next Wednesday, I'll be free after 1 p.m.
- Maribeth

From: Hillary Hall
Sent: Monday, August 24, 2020 12:03 PM
To: Witzel-Behl, Maribeth ; Michael Spitzer-Rubenstein
Subject: Re: Following up on CTCL request

Caution: This email was sent from an external source. Avoid unknown links and attachments.

You bet, just let us know what works best for you-
Hillary Hall
Senior Advisor for State and Local Election Officials
National Vote at Home institute
(720) 507-5702
she/hers

From: Witzel-Behl, Maribeth
Sent: Monday, August 24, 2020 9:34 AM
To: Michael Spitzer-Rubenstein
Cc: Hillary Hall
Subject: RE: Following up on CTCL request

Would it be possible to talk next week, instead? I tried to take last week off, and ended up working 60 hours. I am going to try to take this week off now, but already have about 20 hours

of meetings booked for this week.

- Maribeth

From: Michael Spitzer-Rubenstein
Sent: Friday, August 21, 2020 10:04 AM
To: Witzel-Behl, Maribeth ; Clerk
Cc: Hillary Hall
Subject: Following up on CTCL request

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I'm Michael Spitzer-Rubenstein, the Wisconsin State Lead for the National Vote at Home Institute. You may have heard from Hillary Hall, our Senior Advisor for State and Local Election Officials but I wanted to personally reach out to you about the election communications assistance Madison requested from the Center for Technology and Civic Life.

Do you have 30 minutes to talk next week? I'd like to meet you, hear about your experience in the primaries, and share how we can help you over the next 74 days.

You might find our [Communications Toolkit](#) useful. It's a groundbreaking resource that uses behavioral science insights from our partners at ideas42 to help you connect with communities and get voters the information they need about voting in November. We know it's tough for cash-strapped election offices to build out a comprehensive communications plan, design compelling visuals and develop messaging documents. That's why our toolkit does all of that for you!

It includes a templated communications plans for election offices that's cohesive, strategic, and customizable, so you have a clear roadmap. We've also created inviting visuals in a variety of sizes that you can use for social media, print ads, fliers posters or whatever is needed!

I know you already had to deal with poll worker shortages and delayed ballots in the primaries. Now, you're probably preparing for a massive increase in mail-in absentee ballots. The National Vote at Home Institute has your back. [Our Communications Toolkit](#) is just one of the many resources we can offer you.

Are there any times next week that would be good for a brief conversation about how we can be of assistance? I'm happy to be flexible around your schedule.

Looking forward to speaking,

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him



From: [Asher Kolieboi](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Whitney May](#)
Subject: Re: Madison + CCD: Voter brochure
Date: Monday, August 24, 2020 4:05:59 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thank you for the introduction, Whitney. Maribeth, I've begun working on the brochure and will reach out soon with a draft.
I look forward to working with you and your team.

Best,

Asher Kolieboi

--

Asher Kolieboi
Center for Civic Design
civicdesign.org
asher@civicdesign.org

Pronouns: he/him Timezone: Eastern

On Mon, Aug 24, 2020 at 3:19 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Thank you both! I am excited about the possibilities that lie ahead.

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>
Sent: Monday, August 24, 2020 2:43 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Asher Kolieboi <asher@civicdesign.org>
Subject: Madison + CCD: Voter brochure

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I hope you and your team are staying safe and healthy. Following up on our check in call last week, I want to connect you directly with Asher Kolieboi from the Center for Civic Design (CCD). You may remember him from our July kick-off call -- he's great!

Asher is able to review and draft some revisions for your [Voting in Madison brochure](#) this week. I mentioned to him that you are open to the CCD pocket guide design.

Hi Asher,

Maribeth is planning a series of in-person events through September and October to register voters, recruit poll workers, and sign people up for absentee ballots. Her office shares the brochure at these events (and more).

I'll let y'all take it from here. Please keep me in the loop, especially if there is a way to

pollinate what you produce to the other 4 cities.

Thank you,

Whitney M

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"; Asher Kolieboi](#)
Subject: RE: Madison + CCD: Voter brochure
Date: Monday, August 24, 2020 3:19:09 PM

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- Maribeth

From: Whitney May
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To: Witzel-Behl, Maribeth ; Asher Kolieboi
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Thank you,
Whitney M
--
Whitney May
Director of Government Services
Center for Tech and Civic Life
whitney@techandcivicliflife.org
(919) 799-6173
she/her

From: [McClain, Maggie](#)
To: ["Dayna Causby"](#)
Cc: [Ryan Chew](#)
Subject: RE: drop boxes
Date: Friday, August 21, 2020 2:07:45 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi to you both!

We've ordered our dropboxes and they are supposed to arrive by end of September. I'm working with our planning department and engineering department on placement around the city.

I really haven't had a great chance to look at that Word doc yet. I will let you know if I have some free time near the end of next week should I have any further questions.

Thank you,



Maggie McClain

Pronouns: she/her/hers

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Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

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[@MadisonWIClerk](#)

From: Dayna Causby

Sent: Friday, August 21, 2020 2:02 PM

To: McClain, Maggie

Cc: Ryan Chew

Subject: Re: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maggie,

I wanted to check in with you and see how things were going in your process of drop boxes. Did you have any questions? Did you want to bounce some ideas around? We are here to help on either level. I know you are getting pulled so many ways, so I don't want to take a ton of your time. Would a time next week work to talk?

Thanks

Dayna

On Thu, Aug 13, 2020 at 5:25 PM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Thanks, Ryan.

I'm going to take some time tomorrow to review this document and I'll let you know if I have even more lingering questions (I'm sure I will).

Thanks again!



Maggie McClain

Pronouns: she/her/hers

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[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Ryan Chew <ryan@electionsgroup.com>

Sent: Wednesday, August 12, 2020 2:54 PM

To: McClain, Maggie <MMcClain@cityofmadison.com>

Cc: Dayna Causby <dayna@electionsgroup.com>

Subject: Re: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maggie,

It may be worth talking about some of these issues if you like. In the meantime, here are some thoughts that can get you started.

First, I've attached a preview copy of our Guide to Ballot Drop Boxes. It'll be fancied up in the next few days, and I notice that for instance, one photo failed to display when I transferred this from our Google docs drive to a Word document. But relatively little of substance will change. We'll send you a final copy as well.

There is a lot of discussion of ballot retrieval starting with a checklist on p. 20 and narrative on p. 21. You'll see that we do recommend daily pick-up, by teams of two people. We also recommend bipartisan teams. And we recommend documentation of each box opening, possibly including a cell-phone photo, which can provide a time-stamp as well as proof the box was completely empty.

Retrieval teams can be employees, hourly employees, pairs of judges either from your existing pool or recruited newly for this purpose.

I want to mention one significant difference between your situation and the experience of many jurisdictions where mail is the primary voting method and drop boxes are common. If I remember, you're putting ballots in the mail 6 to 6.5 weeks before the election. By comparison, Arapahoe Co. (suburban Denver) traditionally mailed out ballots and opened boxes 22 days in advance; King Co., Washington (Seattle) opened drop boxes 18 days before their election this summer.

I can understand why you intend to send them out quite early. Both the pandemic and mail delivery problems make an early start preferable.

That decision may affect the balance between other principles of a good mail and drop-box program, such as when you make boxes available, whether you make them all available from that date, and whether you pick up daily during the entire stretch. If you like, we can

talk over some of the options with you. Colorado initially required pick-ups every 72 hours, but changed the law to require daily pick-up soon after. In addition to security and perceptions of security, this allows you to check ballots in more quickly, which can reassure voters (and prevent calls to your office.)

The other thing to keep in mind is that the ballot return curve has a long tail and a high peak. Aside from a blip when boxes open, you'll see relatively few each day until about a week before election, and from then, it will go exponential. I'm looking at a chart of daily pick-up numbers from Pierce Co., Washington, (Tacoma), where they received 168,000 ballots in their drop boxes in 2018. Half of them came in the last two days - 35,000 on Monday and 45,000 on Election Day itself.

Arapahoe Co. has had 4 teams making pick-ups once a day at 7-8 boxes each, in a county that is much more geographically dispersed than the city of Madison. I could potentially see a single team picking up from 14 boxes in a day in a more compact setting. The time at the box is just 5 minutes or so. You'll have a better idea of travel times, obviously.

In the last few days before an election, Arapahoe made pick-ups twice a day, doubling the number of teams for Monday and Tuesday, with teams cycling constantly through their routes on election day. They had not always done it that way, but 4 years ago, they had a couple ballot drop boxes that were literally filled to overflow on Election Eve. Fortunately, they were notified by a staffer at one of the sites before there was any media or widespread public attention.

Your mileage may vary, but it will be important to keep an eye on how the numbers are trending, on the capacity of your boxes, and the capacity of your retrieval teams to ramp up their number of pick-ups.

Election Day closing of drop-boxes is more staff-intensive, because you must close them all at the same time, so you'll need 14 teams. Many jurisdictions recruit staff from other, non-elections departments. This is not a difficult procedure, so outside staff can easily be trained, and since they're only closing a single box, it's not a big time-commitment. If you have sealed ballot bags for transport, the fact that you may not have bipartisan teams shouldn't be a challenge to transparency, because the process takes place at a scheduled time, it can be observed by partisan observers, and the seal should proof the bag for secure return to your office/warehouse.

Ryan

The Elections Group

312 823-3384

On Wed, Aug 12, 2020 at 12:35 PM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Ryan,

Thank you! Yesterday went really well; busy, but good.

A couple questions that popped into my head over the past couple of days since our conversation:

1. I would guess that other counties and municipalities have a daily pick-up schedule with these dropboxes, but I'm wondering if you've seen/heard of a schedule that works really well (and I'm sure it depends on the size of the municipality, how many absentees are requested, etc.)
2. How have other counties/municipalities handled couriers – normally someone from the election office, hourly employee? Just brainstorming how we would handle pick-ups and do it securely.

Thank you!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Ryan Chew <ryan@electionsgroup.com>

Sent: Monday, August 10, 2020 3:28 PM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Dayna Causby <dayna@electionsgroup.com>

Subject: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maggie,

Good speaking with you. I hope it was useful for you.

While we're not really in a position to recommend a specific vendor or sway anyone away from a vendor, I did ask around given that you've already been talking with Vote Armor.

An ex-election official who we know from a jurisdiction in Colorado wrote back that she used their boxes successfully and has good things to say about them. I'm going to ask her whether there are any specific or unusual aspects of Voter Armor boxes to be aware of.

Good luck tomorrow. We'll drop you a line at the end of the week to see how things went and whether you have additional questions.

Ryan Chew

The Elections Group

m: 312 823-3384

ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

--

Thank you,

Dayna Causby, CERA

The Elections Group

"Voting is the expression of our commitment to ourselves, one another, this country and this world"

~Sharon Salzberg

From: [Michael Spitzer-Rubenstein](#)
To: [Witzel-Behl, Maribeth](#); [Clerk](#)
Cc: [Hillary Hall](#)
Subject: Following up on CTCL request
Date: Friday, August 21, 2020 10:03:45 AM
Attachments: [image001.png](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

I'm Michael Spitzer-Rubenstein, the Wisconsin State Lead for the National Vote at Home Institute. You may have heard from Hillary Hall, our Senior Advisor for State and Local Election Officials but I wanted to personally reach out to you about the election communications assistance Madison requested from the Center for Technology and Civic Life.

Do you have 30 minutes to talk next week? I'd like to meet you, hear about your experience in the primaries, and share how we can help you over the next 74 days.

You might find our [Communications Toolkit](#) useful. It's a groundbreaking resource that uses behavioral science insights from our partners at ideas42 to help you connect with communities and get voters the information they need about voting in November. We know it's tough for cash-strapped election offices to build out a comprehensive communications plan, design compelling visuals and develop messaging documents. That's why our toolkit does all of that for you!

It includes a templated communications plans for election offices that's cohesive, strategic, and customizable, so you have a clear roadmap. We've also created inviting visuals in a variety of sizes that you can use for social media, print ads, fliers posters or whatever is needed!

I know you already had to deal with poll worker shortages and delayed ballots in the primaries. Now, you're probably preparing for a massive increase in mail-in absentee ballots. The National Vote at Home Institute has your back. [Our Communications Toolkit](#) is just one of the many resources we can offer you.

Are there any times next week that would be good for a brief conversation about how we can be of assistance? I'm happy to be flexible around your schedule.

Looking forward to speaking,

Michael

--

Michael Spitzer-Rubenstein

State Lead for Wisconsin (Leadership Now Fellow)

National Vote at Home Institute

(310) 980-2872

he/him



From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"](#)
Subject: Plan Submitted to WEC
Date: Friday, August 21, 2020 9:41:50 AM
Attachments: [City of Madison 2020 General Election Plans.docx](#)

The Wisconsin Elections Commission needs to respond to a Congressional inquiry about Wisconsin's plans for the November Election, so they asked the five largest cities (Fab Five?) to answer a long list of questions on plans for November. Our response is attached.

- Maribeth

From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"](#)
Subject: The Other Brochure...
Date: Friday, August 21, 2020 9:37:18 AM
Attachments: [Voter ID Brochure.docx](#)

I hit Send too soon, and meant to click on Insert again!

Here's the second brochure.

Thank you for all of your help!

- Maribeth

From: [Witzel-Behl, Maribeth](#)
To: ["Whitney May"](#)
Subject: Brochures
Date: Friday, August 21, 2020 9:36:10 AM
Attachments: [Voting Brochure.docx](#)

From: [Witzel-Behl, Maribeth](#)
To: ["Christopher Patten"](#); [Woodall-Vogg, Claire](#)
Cc: [Whitney May](#); [Michelle Nelson](#); [Coolidge, Tara](#); [Celestine Jeffreys](#); [Kris.Teske@greenbaywi.gov](#); [Josh Goldman](#); [Asher Kolieboi](#)
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Wednesday, August 19, 2020 4:57:03 PM

I love it! Thank you very much!

- Maribeth

From: Christopher Patten

Sent: Wednesday, August 19, 2020 4:50 PM

To: Woodall-Vogg, Claire

Cc: Witzel-Behl, Maribeth ; Whitney May ; Michelle Nelson ; Coolidge, Tara ; Celestine Jeffreys ; Kris.Teske@greenbaywi.gov; Josh Goldman ; Asher Kolieboi

Subject: Re: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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Hi everyone,

This version of the instructions includes a larger font size and a redesigned image of where to sign on the back of the ballot. Check it out and let us know what you think!

Thanks!

Christopher and Asher

On Wed, Aug 19, 2020 at 1:47 PM Woodall-Vogg, Claire <cwooda@milwaukee.gov> wrote:

I much prefer these from CCD to the [ones that were released yesterday](#). I will admit, this update slipped past me on July 31st when it was approved by the WEC.

I agree with Maribeth about size of font. I like the layout and simplicity a lot, though.

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Sent: Tuesday, August 18, 2020 6:37 PM

To: 'Whitney May' <whitney@techandciviclife.org>; Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Woodall-Vogg, Claire <cwooda@milwaukee.gov>; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandciviclife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font. Thank you!

- Maribeth

From: Whitney May <whitney@techandciviclife.org>

Sent: Tuesday, August 18, 2020 12:07 PM

To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>;

Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandciviclelife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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Hello Claire, Celestine, Kris, Tara, Michelle, and Maribeth:

You are the famous WI-5. Congrats on successful administration of last week's state primary! Excited to see November be an even bigger success for you and your teams. With November in mind, I'm cc'ing the designers from Center for Civic Design, Asher & Christopher. CCD is one of the amazing technical assistance partners available to support the WI-5 (we really do need to get WI-5 tshirts). Since we've heard interest from you about what other cities are doing, we thought it would be helpful to gather feedback on absentee envelopes and instructions from the WI-5 cohort as a group rather than gathering feedback separately.

- Here are the [absentee instructions](#) designed by CCD
 - It's a template in a Word doc
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 - Christopher and Asher are available to consult on design
 - Christopher and Asher have designed this by combining CCD's best practices and language from Madison's instructions.
- Here are the [absentee envelopes](#) designed by CCD
 - CCD has been working on the design with WEC
 - CCD + Oxide Design are available to consult on design and printing with your printer
 - Consult can look like adjusting the templates, adding your contact and other information, working with your envelope vendors (if needed) as you fit the layouts into your process (including any size or placement adjustments), or just providing any support, advice, or reviews of proofs.

Do you and your teams have capacity to review these materials and provide questions and feedback to CTCL & CCD before the end of the week?

We know you are all working on tight timelines for printing and collating absentee materials. Please let CTCL & CCD know how we can be most helpful moving forward. If it's useful, grant funds are available for cities that want to print new envelopes.

Thank you,
Whitney & Josh from CTCL

--

Whitney May
Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

The City of Milwaukee is subject to Wisconsin Statutes related to public records. Unless otherwise exempted from the public records law, senders and receivers of City of Milwaukee e-mail should presume that e-mail is subject to release upon request, and is subject to state records retention requirements. See City of Milwaukee full e-mail disclaimer at www.milwaukee.gov/email_disclaimer

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Christopher Patten

Center for Civic Design

civicdesign.org

313-590-7653 | christopher@civicdesign.org

Pronouns: he/him

From: [Christopher Patten](#)
To: [Woodall-Vogg, Claire](#)
Cc: [Witzel-Behl, Maribeth](#); [Whitney May](#); [Michelle Nelson](#); [Coolidge, Tara](#); [Celestine Jeffreys](#); [Kris.Teske@greenbaywi.gov](#); [Josh Goldman](#); [Asher Kolieboi](#)
Subject: Re: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Wednesday, August 19, 2020 4:51:55 PM
Attachments: [Wisconsin-CCD-instructions-2020-08-19.docx](#)

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi everyone,

This version of the instructions includes a larger font size and a redesigned image of where to sign on the back of the ballot. Check it out and let us know what you think!

Thanks!

Christopher and Asher

On Wed, Aug 19, 2020 at 1:47 PM Woodall-Vogg, Claire <cwooda@milwaukee.gov> wrote:

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I agree with Maribeth about size of font. I like the layout and simplicity a lot, though.

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Tuesday, August 18, 2020 6:37 PM
To: 'Whitney May' <whitney@techandcivicliflife.org>; Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Woodall-Vogg, Claire <cwooda@milwaukee.gov>; Kris.Teske@greenbaywi.gov
Cc: Josh Goldman <josh@techandcivicliflife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font.

Thank you!

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>
Sent: Tuesday, August 18, 2020 12:07 PM
To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>;

Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandcivillife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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Thank you,
Whitney & Josh from CTCL

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandciviclife.org

(919) 799-6173

she/her

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--

Christopher Patten
Center for Civic Design
civicdesign.org
313-590-7653 | christopher@civicdesign.org
Pronouns: he/him

From: [Witzel-Behl, Maribeth](#)
To: "[Stephanie Fryer](#)"
Subject: RE: News 3 Now Inquiry
Date: Wednesday, August 19, 2020 2:28:09 PM

9:45 should work. I'll meet you in front of the building.
- Maribeth

From: Stephanie Fryer
Sent: Wednesday, August 19, 2020 2:21 PM
To: Witzel-Behl, Maribeth
Subject: Re: News 3 Now Inquiry

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Could we swing by around 9:45 for a quick interview? If that's too late, I can try to get someone there at 9:00 a.m.

Let me know!

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Wednesday, August 19, 2020 2:19 PM
To: Stephanie Fryer <sfryer@wisctv.com>
Subject: RE: News 3 Now Inquiry

I will be running into the office tomorrow morning at about 9 a.m., if that works.

From: Stephanie Fryer <sfryer@wisctv.com>
Sent: Wednesday, August 19, 2020 2:18 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: Re: News 3 Now Inquiry

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

Would someone from the clerk's office be able to talk to today or tomorrow on camera about these boxes?

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Wednesday, August 19, 2020 2:16 PM
To: Stephanie Fryer <sfryer@wisctv.com>
Cc: Voting <voting@cityofmadison.com>
Subject: RE: News 3 Now Inquiry

Good afternoon.

We received a \$1.27 million grant. Part of those grant funds are being used to order 14 ballot drop boxes that City of Madison Engineering will help us install across the city. We will also offer drive-up and walk-up ballot drop-off locations with poll workers available to serve as witnesses, like we did last

election, beginning September 22.
Ballots will be mailed September 17.
- Maribeth

From: Stephanie Fryer <sfryer@wisctv.com>

Sent: Wednesday, August 19, 2020 1:47 PM

To: Voting <voting@cityofmadison.com>; Clerk <clerk@cityofmadison.com>

Subject: News 3 Now Inquiry

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi,

Is Madison planning on getting any lockboxes for voters to drop off early ballots for the November election?

I understand Milwaukee just got some thanks to a grant and plans to use 15 of them ahead of November. Monona also had some success using a ballot box earlier this month.

If not, what dose the city plan to do with the funding it received from the nonprofit Center for Tech and Civic Life? Also, how much money did we receive from this nonprofit?

Thanks!

Stephanie

From: [Rey, Doria](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Center for Tech and Civic Life - Revised Grant Agreement, Madison
Date: Wednesday, August 19, 2020 1:17:49 PM

Wonderful, thank you so much!

Have a great day,
Doria

From: Witzel-Behl, Maribeth
Sent: Wednesday, August 19, 2020 1:17 PM
To: Rey, Doria
Subject: RE: Center for Tech and Civic Life - Revised Grant Agreement, Madison
Hi, Doria.
Yes, that \$10,000 grant came through the City of Racine.
- Maribeth

From: Rey, Doria <DRey@cityofmadison.com>
Sent: Wednesday, August 19, 2020 12:50 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: RE: Center for Tech and Civic Life - Revised Grant Agreement, Madison
Hi Maribeth,

I hope you had a wonderful weekend, and so far the week has treated you well! I have a quick question regarding \$10,000 grant from Center from Tech & Civic Life to support Election planning activities. Have you guys already received that money, and if so, would it have flowed down through the City of Racine?

I am reconciling grant accounts and it looks like this might be the same thing, but I am not sure.

Thanks!

Doria

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Monday, August 10, 2020 1:26 PM
To: Rey, Doria <DRey@cityofmadison.com>
Subject: FW: Center for Tech and Civic Life - Revised Grant Agreement, Madison

From: Witzel-Behl, Maribeth
Sent: Monday, July 27, 2020 2:09 PM
To: 'Dennis Granados' <dennis@techandciviclife.org>; 'grants@techandciviclife.org' <grants@techandciviclife.org>
Cc: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>

Subject: RE: Center for Tech and Civic Life - Revised Grant Agreement, Madison

Good afternoon.

The Mayor has signed the agreement. A scanned version of the signed agreement is attached.

Thank you!

- Maribeth

From: Dennis Granados <dennis@techandciviclife.org>
Sent: Friday, July 24, 2020 7:42 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Cc: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>

Subject: Center for Tech and Civic Life - Revised Grant Agreement, Madison

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Maribeth,

Please find attached the revised grant agreement for review and signature. Please note that we made a few edits to clean up language, but this did not change the substance of the agreement, unless an update was requested. If you have any concerns please let me know.

In addition, we also updated Section 7 for clarity to the following (changes highlighted in bold):

"The City of Madison shall not reduce **or otherwise modify planned municipal spending on 2020 elections, including** the budget of the City Clerk of Madison ("the Clerk") or fail to appropriate or provide previously budgeted funds to the Clerk for the term of this grant. Any amount reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant."

I look forward to receiving the signed agreement. Please let me know if you have any questions/concerns. Have a great weekend!

Regards,

Dennis

--

Dennis Granados
Executive & Development Assistant
techandcivicliflife.org

From: [Witzel-Behl, Maribeth](#)
To: [Mabrey, Stephanie](#)
Subject: RE: Grant funding for ballot drop boxes
Date: Wednesday, August 19, 2020 10:19:22 AM

Hi, Steph.

That should work! We will need to shuffle around some funds, anyway, and are under-budget in a couple categories.

Thank you!

- Maribeth

From: Mabrey, Stephanie
Sent: Wednesday, August 19, 2020 8:53 AM
To: Witzel-Behl, Maribeth
Subject: Grant funding for ballot drop boxes

Hi Maribeth,

Engineering has approached us about where to charge staff time and supplies for installing ballot drop boxes around the City. We were thinking there might be some funding available from the grant to support this cost. Do you think this is an allowable expense under Center for Tech and Civic Life grant, and would you be comfortable using some of that funding?

Thanks,

Steph Mabrey

Budget Policy Analyst

Finance Department

>>> *The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by phone, or by mail.* <<<

From: [Christopher Patten](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Whitney May](#); [Michelle Nelson](#); [Coolidge, Tara](#); [Celestine Jeffreys](#); cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov; [Josh Goldman](#); [Asher Kolieboi](#)
Subject: Re: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Wednesday, August 19, 2020 8:44:12 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good to know. I'll be in touch!

On Wed, Aug 19, 2020 at 9:37 AM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

The other fold sounds intriguing, but our Dane County print room refuses to do anything other than a letter fold.

Thank you!

- Maribeth

From: Christopher Patten <christopher@civicdesign.org>
Sent: Wednesday, August 19, 2020 8:34 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Cc: Whitney May <whitney@techandcivicliflife.org>; Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov; Josh Goldman <josh@techandcivicliflife.org>; Asher Kolieboi <asher@civicdesign.org>
Subject: Re: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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Glad you like it Maribeth!

I am happy to work on the text size and think I can move things around to get it to fit. We are also working on an alternative image of your ballot that doesn't take up as much space on the page. It'll call out exactly where voters need to sign but take up less space.

One question for you: for some cities (not Wisconsin) we designed instructions that fold the letter size paper in half (on the short end). It ends up looking like a little menu or pamphlet. Most of the time, the labor required to fold them wins over their cuteness and we end up going with the regular page. But if this is something you'd like to see, I am happy to send it your way.

I'll get you the next draft as soon as I can

Christopher and Asher

On Tue, Aug 18, 2020 at 7:36 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font.

Thank you!

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Tuesday, August 18, 2020 12:07 PM

To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandcivicliflife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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o Consult can look like adjusting the templates, adding your contact and other information, working with your envelope vendors (if needed) as you fit the layouts into your process (including any size or placement adjustments), or just providing any support, advice, or reviews of proofs.

Do you and your teams have capacity to review these materials and provide questions and feedback to CTCL & CCD before the end of the week?

We know you are all working on tight timelines for printing and collating absentee materials. Please let CTCL & CCD know how we can be most helpful moving forward. If it's useful, grant funds are available for cities that want to print new envelopes.

Thank you,
Whitney & Josh from CTCL

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

--

Christopher Patten

Center for Civic Design

civicdesign.org

313-590-7653 | christopher@civicdesign.org

Pronouns: he/him

--

Christopher Patten
Center for Civic Design

civicdesign.org

313-590-7653 | christopher@civicdesign.org

Pronouns: he/him

From: [Whitney May](#)
To: [Witzel-Behl, Maribeth](#)
Cc: [Michelle Nelson](#); [Coolidge, Tara](#); [Celestine Jeffreys](#); cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov; [Josh Goldman](#); [Asher Kolieboi](#); [Christopher Patten](#)
Subject: UPDATE: Absentee instructions template & envelopes from Center for Civic Design: No action required
Date: Tuesday, August 18, 2020 7:38:02 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello everyone,

Thank you for taking time to review the CCD materials and ask questions today.

CTCL is putting the brakes on operation envelope with the WI-5 because:

- WEC wants everyone in the state using the same formats
- WEC wants to complete new envelope design work next year
- WEC shared uniform instructions today

Apologies for any confusion. Please reach out with any questions or concerns. And keep truckin'!

Stay safe out there,
Whitney M

On Tue, Aug 18, 2020 at 6:36 PM Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com> wrote:

Wow! Thank you!

I like the design. Is it possible to have the text larger in the instructions? I'm wondering how hard it might be for our older voters to read the 9-point font.

Thank you!

- Maribeth

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Tuesday, August 18, 2020 12:07 PM

To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandcivicliflife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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Hello Claire, Celestine, Kris, Tara, Michelle, and Maribeth:

You are the famous WI-5. Congrats on successful administration of last week's state primary! Excited to see November be an even bigger success for you and your teams.

With November in mind, I'm cc'ing the designers from Center for Civic Design, Asher & Christopher. CCD is one of the amazing technical assistance partners available to support the WI-5 (we really do need to get WI-5 tshirts).

Since we've heard interest from you about what other cities are doing, we thought it would be helpful to gather feedback on absentee envelopes and instructions from the WI-5 cohort as a group rather than gathering feedback separately.

- Here are the [absentee instructions](#) designed by CCD
 - It's a template in a Word doc
 - You can edit and customize for your city
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she/her

--

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(919) 799-6173

she/her

From: [Tom Lawrence](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Re: Reporter seeks comments on Safe Voting Plan
Date: Tuesday, August 18, 2020 7:03:49 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thank you.

Sent from my iPad

On Aug 18, 2020, at 4:05 PM, Witzel-Behl, Maribeth wrote:

Good afternoon.

The Mayor secured this grant, so I would recommend contacting the Mayor's Office for background information. The Safe Voting Plan is attached.

<!--[if !supportLists]--><!--[endif]-->Maribeth

From: Tom Lawrence
Sent: Tuesday, August 18, 2020 3:02 PM
Subject: Reporter seeks comments on Safe Voting Plan

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good afternoon. I am a reporter with the news website The Sconi. I am working on a story on Wisconsin Safe Voting Plan.

On July 6, the mayors of Wisconsin's five largest cities announced they secured \$6.3 million in grant funds from Center for Tech and Civic Life (CTCL) to support election administration in the midst of the COVID-19 pandemic. The grants, awarded to the cities of Green Bay, Kenosha, Madison, Milwaukee, and Racine, will be used to implement the Wisconsin Safe Voting Plan — a vision for a safe, inclusive, and secure voting process in 2020 elections.

May I ask:

What prompted you to reach out to the CLTC?

How did your relationship with the CTLC come to be?

When did you begin working with the other municipalities on your request to the CLTC?

How does your relationship with CTCL work?

Do you have a contract/grant agreement with CTLC?

Can you provide a copy of the agreement?

PCTCL's annual budget has been much smaller than the grant that was just given. Where did the funding for this CTCL grant come from?

How will your portion of the \$6.3 million be spent?

Is CTCL directly assisting or providing technical support for any of the activities you have

mentioned?

May I have responses in a day or two? Would you prefer a phone interview? May I ask for a photo of you as well?

Thank you,

Tom Lawrence

The Sconi

<https://thesconi.com/>

From: [Witzel-Behl, Maribeth](#)
To: ["Tom Lawrence"](#)
Subject: RE: Reporter seeks comments on Safe Voting Plan
Date: Tuesday, August 18, 2020 4:04:53 PM
Attachments: [Wisconsin Safe Voting Plan 2020 .pdf](#)

Good afternoon.

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-Maribeth

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Tom Lawrence

The Sconi

<https://thesconi.com/>

From: [Witzel-Behl, Maribeth](#)
To: [Verbick, Jim](#)
Subject: FW: BREAKING: Major win for elections!
Date: Tuesday, August 18, 2020 3:53:58 PM

Does this mean the Kohl Center and Field House are now available as polling locations?

From: Vote at Home News
Sent: Tuesday, August 18, 2020 3:31 PM
To: Witzel-Behl, Maribeth
Subject: BREAKING: Major win for elections!

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



BREAKING: NVAHI Partners with Professional Sports Franchises to Make Stadiums Available for Socially-Distanced, In-Person Voting

We believe a good Vote at Home system provides voters with multiple options to vote including mailing their ballot in, dropping it off at an approved location, and voting in person.

We have big news for you, Maribeth. **If you haven't heard, we announced that large venues in cities across the country will open their doors for Americans to vote in person while following social distance guidelines.**

This partnership includes professional sports franchises from Major League Baseball, the National Basketball Association, National Football League, and National Hockey League who are all stepping forward to make their arenas and stadiums available as Election Super Centers.

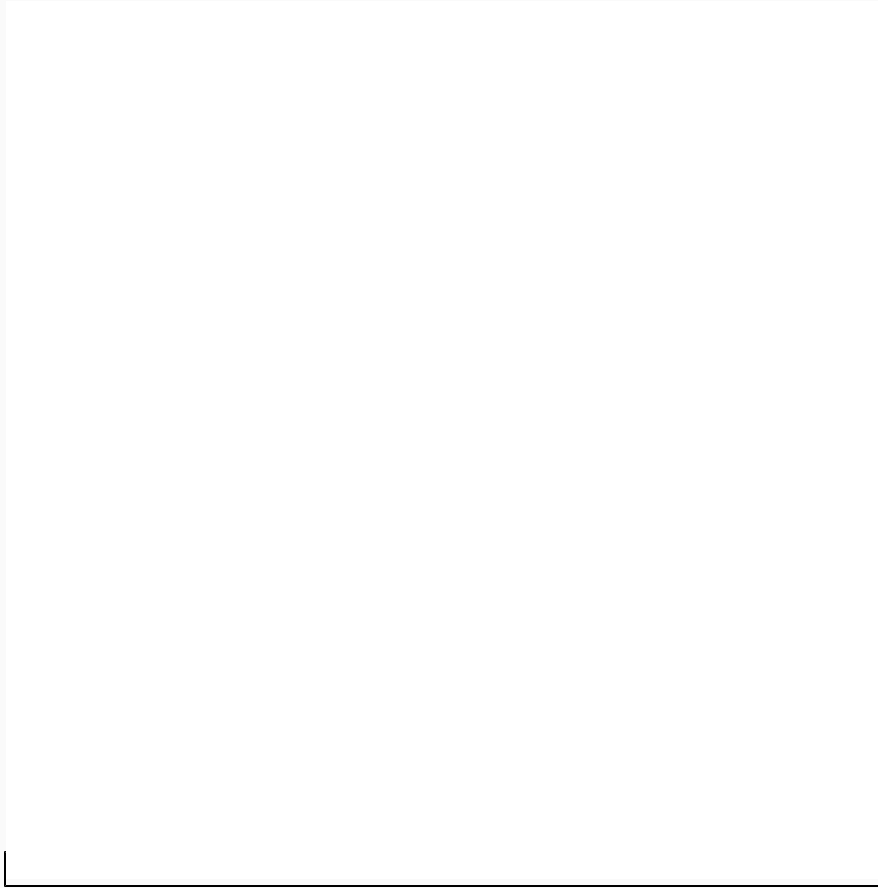
[Read More About This Project Here](#)

Boards of Elections across the country are struggling with the challenge of balancing convenient voter access with CDC guidelines for COVID-19. Stadiums and arenas allow for social-distance voting while reducing lines, wait-times, and other potential obstacles.

This multi-league effort is headed by the Election Super Centers Project, a nonpartisan, joint initiative of the National Vote at Home Institute and Silver Linings Group, and chaired by our very own [CEO Amber McReynolds](#) and acclaimed filmmaker and public policy advocate Eugene Jarecki.

It's important to remember that arenas will not replace local polling sites but rather act as supplemental locations, helping to reduce the strain on traditional sites. These arenas will serve as backup polling places with capacity to implement CDC guidelines while processing large numbers of voters.

[You can help us spread the word about this major development on Twitter or any of your social media channels.](#)



Thank you for being part of this community. Together, we can ensure that every voter can participate in democracy in a safe and secure way.



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This email was sent to mwitzer-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Vote at Home News](#)
To: [Witzel-Behl, Maribeth](#)
Subject: BREAKING: Major win for elections!
Date: Tuesday, August 18, 2020 3:30:55 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



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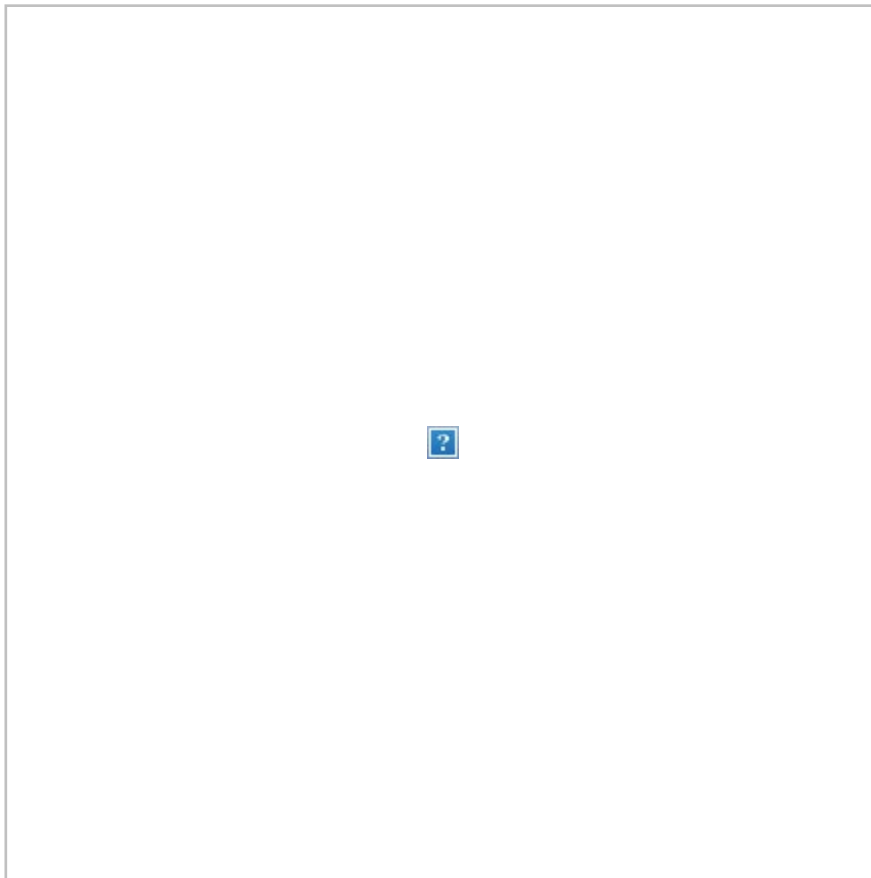
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This email was sent to mwitzel-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Chang, Bonnie](#)
To: [Witzel-Behl, Maribeth](#); [Perez, Nikki](#); [Haar, Jennifer](#); [Christianson, Eric](#); [Hanewold, Shelby](#); [Harris, Heather](#); [Lund, Thomas](#); [McClain, Maggie](#); [Verbick, Jim](#)
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Tuesday, August 18, 2020 1:55:06 PM

Done!

From: Witzel-Behl, Maribeth
Sent: Tuesday, August 18, 2020 1:54 PM
To: Chang, Bonnie ; Perez, Nikki ; Haar, Jennifer ; Christianson, Eric ; Hanewold, Shelby ; Harris, Heather ; Lund, Thomas ; McClain, Maggie ; Verbick, Jim
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Could someone add the municipal clerk information and get 100,000 copies printed?
Thank you!

From: Chang, Bonnie <BChang@cityofmadison.com>
Sent: Tuesday, August 18, 2020 1:48 PM
To: Perez, Nikki <NPerez@cityofmadison.com>; Haar, Jennifer <JHaar@cityofmadison.com>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Hanewold, Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
The new uniform instructions from WEC:
<https://elections.wi.gov/sites/elections.wi.gov/files/2020-08/Uniform%20Absentee%20Instructions%20-%20By-Mail%20Voters.pdf>

From: Perez, Nikki <NPerez@cityofmadison.com>
Sent: Tuesday, August 18, 2020 1:42 PM
To: Haar, Jennifer <JHaar@cityofmadison.com>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Chang, Bonnie <BChang@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Hanewold, Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

I have a lot of thoughts.

Instruction Letter

- Do we need a fax number? There was conversation about this on the call I was on with WEC, and I thought they decided to take off the fax.
- I like the goal statement ;)
- Making this editable is key. For example, if we want to include info on additional materials enclosed, it would be nice to add that. It would also be FANTASTIC if we could just use this letter, and not a separate one.
- Can we include a header above the contact information? Like "Municipal Clerk Contact Info"

- Mark Your Ballot section – there should be a note that the vote itself is anonymous. The way it reads it seems like the witness actually watches the way you vote.
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- I feel like contact info could be moved to the back, and the steps to vote the ballot could all be in one column on the front.

New Envelope Design - Outside

- I 1000% agree that this new envelope cannot be implemented before November.
- Is the size different?
- I feel like in general this envelope looks like spam. I'm not a huge fan of all the info on the outside of the envelope. I like the reminder about returning your ballot, but I don't like the "Why wait?" Statement. Seems spammy.

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- I don't understand how the bilingual version has 3 sides?
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- The label cannot be horizontal; it will return to the voter. We've seen this with the old design, and still see it with military ballots.
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- I like the witness printed name. That can be helpful.
- Witness address needs to specific what's required. One line is not enough for Wisconsin's Requirements.
- DOB is not required for all Voters.

Nikki

From: Haar, Jennifer <JHaar@cityofmadison.com>

Sent: Tuesday, August 18, 2020 12:29 PM

To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Chang, Bonnie <BChang@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Hanewold, Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Perez, Nikki <NPerez@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>

Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

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From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>

Sent: Tuesday, August 18, 2020 12:18 PM

To: Chang, Bonnie <BChang@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Haar, Jennifer <JHaar@cityofmadison.com>; Hanewold,

Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Perez, Nikki <NPerez@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>

Subject: FW: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

What do you think?

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Tuesday, August 18, 2020 12:07 PM

To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

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(919) 799-6173

she/her

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To: [Perez, Nikki](#); [Haar, Jennifer](#); [Chang, Bonnie](#); [Christianson, Eric](#); [Hanewold, Shelby](#); [Harris, Heather](#); [Lund, Thomas](#); [McClain, Maggie](#); [Verbick, Jim](#)
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Tuesday, August 18, 2020 1:46:54 PM

I wonder if the envelopes are just suggestions they are sending to WEC.

From: Perez, Nikki

Sent: Tuesday, August 18, 2020 1:42 PM

To: Haar, Jennifer ; Witzel-Behl, Maribeth ; Chang, Bonnie ; Christianson, Eric ; Hanewold, Shelby ; Harris, Heather ; Lund, Thomas ; McClain, Maggie ; Verbick, Jim

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- Here are the [absentee instructions](#) designed by CCD
 - It's a template in a Word doc
 - You can edit and customize for your city
 - Christopher and Asher are available to consult on design
 - Christopher and Asher have designed this by combining CCD's best practices and language from Madison's instructions.
- Here are the [absentee envelopes](#) designed by CCD
 - CCD has been working on the design with WEC
 - CCD + Oxide Design are available to consult on design and printing with your printer
 - Consult can look like adjusting the templates, adding your contact and other information, working with your envelope vendors (if needed) as you fit the layouts into your process (including any size or placement adjustments), or just providing any support, advice, or reviews of proofs.

Do you and your teams have capacity to review these materials and provide questions and feedback to CTCL & CCD before the end of the week?

We know you are all working on tight timelines for printing and collating absentee materials. Please let CTCL & CCD know how we can be most helpful moving forward. If it's useful, grant funds are available for cities that want to print new envelopes.

Thank you,

Whitney & Josh from CTCL

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandciviclife.org

(919) 799-6173

she/her

From: [Verbick, Jim](#)
To: [Haar, Jennifer](#); [Witzel-Behl, Maribeth](#); [Chang, Bonnie](#); [Christianson, Eric](#); [Hanewold, Shelby](#); [Harris, Heather](#); [Lund, Thomas](#); [McClain, Maggie](#); [Perez, Nikki](#)
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Tuesday, August 18, 2020 1:22:18 PM

One more thing. I do have concerns with changing our envelop designs before the November election. With the Voter Participation Center, campaigns, and others sending voters mailings that look like absentee ballots, I worry our voters questioning the legitimacy of our new envelopes. I would feel more comfortable changing this for February, to give voters two years of Spring elections to acclimate to a change as big as this.

-Jim

From: Verbick, Jim
Sent: Tuesday, August 18, 2020 1:19 PM
To: Haar, Jennifer ; Witzel-Behl, Maribeth ; Chang, Bonnie ; Christianson, Eric ; Hanewold, Shelby ; Harris, Heather ; Lund, Thomas ; McClain, Maggie ; Perez, Nikki
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

The instructions review checklist makes reference to getting your ballot postmarked, which is irrelevant to getting it counted. Could include language about it reaching the Clerk's Office by Election Day or dropping it off to their polling place on Election Day.

From: Haar, Jennifer <JHaar@cityofmadison.com>
Sent: Tuesday, August 18, 2020 12:29 PM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Chang, Bonnie <BChang@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Hanewold, Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Perez, Nikki <NPerez@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

I like the Spanish on the envelopes. I'd have to look at the other documents closer and later timewise.

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Tuesday, August 18, 2020 12:18 PM
To: Chang, Bonnie <BChang@cityofmadison.com>; Christianson, Eric <EChristianson@cityofmadison.com>; Haar, Jennifer <JHaar@cityofmadison.com>; Hanewold, Shelby <SHanewold@cityofmadison.com>; Harris, Heather <HHarris@cityofmadison.com>; Lund, Thomas <TLund@cityofmadison.com>; McClain, Maggie <MMcClain@cityofmadison.com>; Perez, Nikki <NPerez@cityofmadison.com>; Verbick, Jim <JVerbick@cityofmadison.com>
Subject: FW: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

What do you think?

From: Whitney May <whitney@techandciviclife.org>
Sent: Tuesday, August 18, 2020 12:07 PM
To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>; Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <

Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandciviclelife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Claire, Celestine, Kris, Tara, Michelle, and Maribeth:

You are the famous WI-5. Congrats on successful administration of last week's state primary! Excited to see November be an even bigger success for you and your teams. With November in mind, I'm cc'ing the designers from Center for Civic Design, Asher & Christopher. CCD is one of the amazing technical assistance partners available to support the WI-5 (we really do need to get WI-5 tshirts).

Since we've heard interest from you about what other cities are doing, we thought it would be helpful to gather feedback on absentee envelopes and instructions from the WI-5 cohort as a group rather than gathering feedback separately.

- Here are the [absentee instructions](#) designed by CCD
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Thank you,

Whitney & Josh from CTCL

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

(919) 799-6173

she/her

From: [Lund, Thomas](#)
To: [Witzel-Behl, Maribeth](#)
Subject: RE: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday
Date: Tuesday, August 18, 2020 12:38:54 PM

From the instructions:

You can return your ballot to the board of elections office or a drop box.

For WI, it's your municipal clerks office rather than the board of elections

"return your ballot by 8:00pm on Election Day" needs to also say "to your polling place"

From the envelope:

The witness address line is only one line – we need two with subscript for name, address, city, state and zip code.

If these are preprinted, we need the signature and witness address lines highlighted.

All the contact info on these refers to a county office. I know it's a placeholder, but I find it alarming.

Thanks,

-Thomas

(snark sent in separate email....)

From: Witzel-Behl, Maribeth

Sent: Tuesday, August 18, 2020 12:18 PM

To: Chang, Bonnie ; Christianson, Eric ; Haar, Jennifer ; Hanewold, Shelby ; Harris, Heather ; Lund, Thomas ; McClain, Maggie ; Perez, Nikki ; Verbick, Jim

Subject: FW: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

What do you think?

From: Whitney May <whitney@techandcivicliflife.org>

Sent: Tuesday, August 18, 2020 12:07 PM

To: Michelle Nelson <mnelson@kenosha.org>; Coolidge, Tara <tara.coolidge@cityofracine.org>;

Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; cwooda@milwaukee.gov; Kris.Teske@greenbaywi.gov

Cc: Josh Goldman <josh@techandcivicliflife.org>; Asher Kolieboi <asher@civicdesign.org>; Christopher

Patten <christopher@civicdesign.org>

Subject: Absentee instructions template & envelopes from Center for Civic Design: Feedback requested by Friday

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Claire, Celestine, Kris, Tara, Michelle, and Maribeth:

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Thank you,

Whitney & Josh from CTCL

--

Whitney May

Director of Government Services

Center for Tech and Civic Life

whitney@techandcivicliflife.org

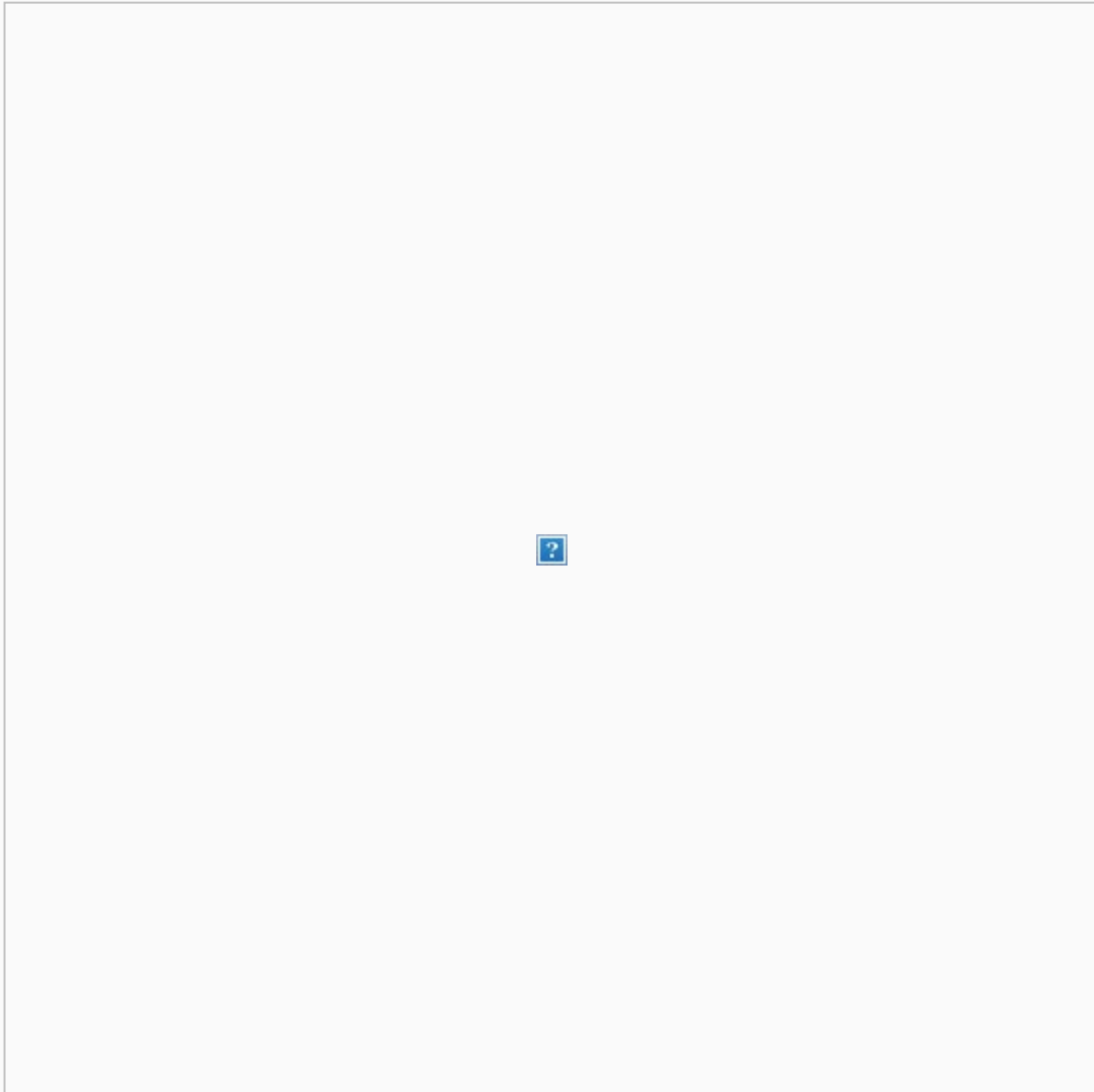
(919) 799-6173

she/her

From: [Amber McReynolds](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Here's how you report issues to the postal service
Date: Monday, August 17, 2020 3:57:01 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



Dear Maribeth,

Over the last few weeks, I've been hearing from election officials who've been wondering where to go to report election issues to the post office. **Fortunately, there is a solution for election officials like you where you can report issues and concerns.**

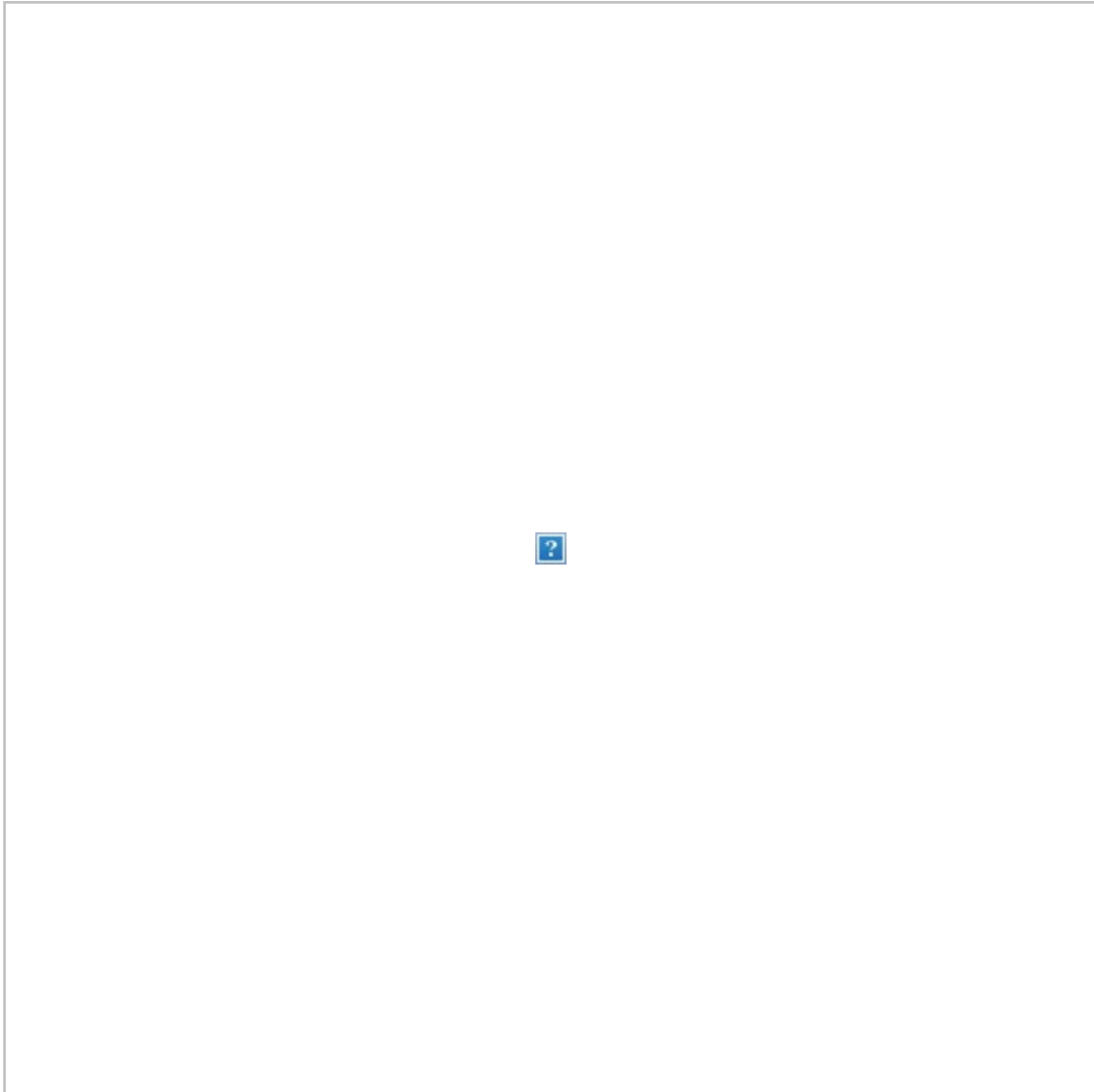
Just head to electionmail.org and you can fill out the online form.

[Go to ElectionMail.org Now](https://electionmail.org)

You can enter your contact information, choose the category of the issue, specify how many voters have been impacted and attach photos or scans of samples for the post office to review.



As you know, the USPS has long been a partner to local election offices and they have made clear that they're committed to fixing any issues that might arise as more voters turn to vote by mail. However, it's up to election officials to make sure the post office knows when any issues arise, and electionmail.org is the best way to do it.



As election day grows closer, we need to ensure that we're reporting any issues we're seeing straight to the postal service so they can address it head on.

I hope you find this tool useful, and as always, feel free to get in touch with our team with any questions you might have. We are here to help.

Thanks for all your hard work — it doesn't go unnoticed.

Amber McReynolds
Chief Executive Officer

National Vote at Home Institute



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This email was sent to mwitzer-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [McClain, Maggie](#)
To: ["Ryan Chew"](#)
Cc: [Dayna Causby](#)
Subject: RE: drop boxes
Date: Thursday, August 13, 2020 4:25:09 PM
Attachments: [image001.png](#)
[image002.png](#)

Thanks, Ryan.

I'm going to take some time tomorrow to review this document and I'll let you know if I have even more lingering questions (I'm sure I will).

Thanks again!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

City-County Building, Room 103

210 Martin Luther King, Jr. Blvd.

Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](#)

From: Ryan Chew

Sent: Wednesday, August 12, 2020 2:54 PM

To: McClain, Maggie

Cc: Dayna Causby

Subject: Re: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maggie,

It may be worth talking about some of these issues if you like. In the meantime, here are some thoughts that can get you started.

First, I've attached a preview copy of our Guide to Ballot Drop Boxes. It'll be fancied up in the next few days, and I notice that for instance, one photo failed to display when I transferred this from our Google docs drive to a Word document. But relatively little of substance will change. We'll send you a final copy as well.

There is a lot of discussion of ballot retrieval starting with a checklist on p. 20 and narrative on p. 21. You'll see that we do recommend daily pick-up, by teams of two people. We also recommend bipartisan teams. And we recommend documentation of each box opening, possibly including a cell-phone photo, which can provide a time-stamp as well as proof the box was completely empty.

Retrieval teams can be employees, hourly employees, pairs of judges either from your existing pool or recruited newly for this purpose.

I want to mention one significant difference between your situation and the experience of many jurisdictions where mail is the primary voting method and drop boxes are common. If I remember, you're putting ballots in the mail 6 to 6.5 weeks before the election. By comparison, Arapahoe Co. (suburban Denver) traditionally mailed out ballots and opened boxes 22 days in advance; King Co., Washington (Seattle) opened drop boxes 18 days before their election this summer.

I can understand why you intend to send them out quite early. Both the pandemic and mail delivery problems make an early start preferable.

That decision may affect the balance between other principles of a good mail and drop-box program, such as when you make boxes available, whether you make them all available from that date, and whether you pick up daily during the entire stretch. If you like, we can talk over some of the options with you. Colorado initially required pick-ups every 72 hours, but changed the law to require daily pick-up soon after. In addition to security and perceptions of security, this allows you to check ballots in more quickly, which can reassure voters (and prevent calls to your office.)

The other thing to keep in mind is that the ballot return curve has a long tail and a high peak. Aside from a blip when boxes open, you'll see relatively few each day until about a week before election, and from then, it will go exponential. I'm looking at a chart of daily pick-up numbers from Pierce Co., Washington, (Tacoma), where they received 168,000 ballots in their drop boxes in 2018. Half of them came in the last two days - 35,000 on Monday and 45,000 on Election Day itself.

Arapahoe Co. has had 4 teams making pick-ups once a day at 7-8 boxes each, in a county that is much more geographically dispersed than the city of Madison. I could potentially see a single team picking up from 14 boxes in a day in a more compact setting. The time at the box is just 5 minutes or so. You'll have a better idea of travel times, obviously.

In the last few days before an election, Arapahoe made pick-ups twice a day, doubling the number of teams for Monday and Tuesday, with teams cycling constantly through their routes on election day. They had not always done it that way, but 4 years ago, they had a couple ballot drop boxes that were literally filled to overflow on Election Eve. Fortunately, they were notified by a staffer at one of the sites before there was any media or widespread public attention.

Your mileage may vary, but it will be important to keep an eye on how the numbers are trending, on the capacity of your boxes, and the capacity of your retrieval teams to ramp up their number of pick-ups.

Election Day closing of drop-boxes is more staff-intensive, because you must close them all at the same time, so you'll need 14 teams. Many jurisdictions recruit staff from other, non-elections departments. This is not a difficult procedure, so outside staff can easily be trained, and since they're only closing a single box, it's not a big time-commitment. If you have sealed ballot bags for transport, the fact that you may not have bipartisan teams shouldn't be a challenge to transparency, because the process takes place at a scheduled time, it can be observed by partisan observers, and the seal should proof the bag for secure return to your office/warehouse.

Ryan

The Elections Group
312 823-3384

On Wed, Aug 12, 2020 at 12:35 PM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Ryan,

Thank you! Yesterday went really well; busy, but good.

A couple questions that popped into my head over the past couple of days since our conversation:

1. I would guess that other counties and municipalities have a daily pick-up schedule with these dropboxes, but I'm wondering if you've seen/heard of a schedule that works really well (and I'm sure it depends on the size of the municipality, how many absentees are requested, etc.)
2. How have other counties/municipalities handled couriers – normally someone from the election office, hourly employee? Just brainstorming how we would handle pick-ups and do it securely.

Thank you!



Maggie McClain

Pronouns: she/her/hers

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Madison, WI 53703

(608) 266-4601

www.cityofmadison.com/clerk

"We exist to assist."



[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Ryan Chew <ryan@electionsgroup.com>

Sent: Monday, August 10, 2020 3:28 PM

To: McClain, Maggie <MMcClain@cityofmadison.com>; Dayna Causby

<dayna@electionsgroup.com>

Subject: drop boxes

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Maggie,

Good speaking with you. I hope it was useful for you.

While we're not really in a position to recommend a specific vendor or sway anyone away from a vendor, I did ask around given that you've already been talking with Vote Armor. An ex-election official who we know from a jurisdiction in Colorado wrote back that she used their boxes successfully and has good things to say about them. I'm going to ask her whether there are any specific or unusual aspects of Voter Armor boxes to be aware of.

Good luck tomorrow. We'll drop you a line at the end of the week to see how things went and whether you have additional questions.

Ryan Chew

The Elections Group

m: 312 823-3384

ryan@electionsgroup.com

"A republic if you can keep it." - B. Franklin

"Winners always believe they won fairly. The aim of an election official is that losers recognize they lost fairly."

From: [Ryan Chew](#)
To: [McClain, Maggie](#)
Cc: [Dayna Causby](#)
Subject: Re: drop boxes
Date: Monday, August 10, 2020 1:59:36 PM
Attachments: [image001.png](#)
[image002.png](#)

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Maggie,

Note that though my calendar automatically dropped a "Join with Google" link into the invite email, you should use the zoom link in that email instead.

Thanks,
Ryan
The Elections Group
312 823-3384

On Mon, Aug 10, 2020 at 1:49 PM Ryan Chew <ryan@electionsgroup.com> wrote:
Great, Maggie. I'll set up a Zoom call for 2:00.

Ryan
The Elections Group
312 823-3384

On Mon, Aug 10, 2020 at 1:44 PM McClain, Maggie <MMcClain@cityofmadison.com> wrote:

Ryan,

I'm good to go any time between 2 and 3:30pm. We can do a Zoom call if you'd like and I can share the info we've researched.

Thanks!



Maggie McClain

Pronouns: she/her/hers

City of Madison Clerk's Office

From: [Amber McReynolds](#)
To: [Witzel-Behl, Maribeth](#)
Subject: Let's talk about the Post Office
Date: Thursday, August 13, 2020 4:04:57 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[View the email in your browser](#)



Dear Maribeth,

By now, you've probably heard about the President's statements on the US Postal Service this morning.

I wanted to take a few minutes to send you some of the facts about the US Postal Service and how they've helped administer elections for millions of

Americans.

1. **Everyday, millions of Americans rely on the USPS for an array of services.** From Social Security checks, to prescription drugs, to packages and letters from family members, the USPS is responsible for delivering these and much more to the tune of 500 million packages per day. That is double the number of all eligible voters, even if each one received a ballot by mail.
2. **It is a well known fact that the USPS enjoys widespread bipartisan support.** [A Harris poll](#) in June showed that the Postal Service was the #1 most essential company in the country, beating out Clorox, Google, UPS, and Walmart, among 95 other household names. The USPS enjoys a [91% approval rating](#) from the public among federal agencies, across political affiliation. People of all political stripes recognize the importance of the USPS and want to see members of Congress act in support of it.
3. **Funding the USPS is about more than expanding vote-at-home options this fall.** It's about making sure Americans are safe, no matter how they choose to vote. It's about protecting an American service that is quintessential to our communication, our economy, our healthcare and so much more. As members of Congress debate funding for the USPS, we hope that they will vote in favor of the American people and not in favor of partisan politics.

We know that the US Postal Service is up for the task of handling ballots this fall, as it has for generations. However, we need our leaders to step up and stop making partisan games out of safe voting practices.

[Tom Ridge](#), former Republican Pennsylvania Governor & first U.S. Secretary of Homeland Security knows this system works well today saying: "The President continues to delegitimize the process during a pandemic rather than ensuring free, fair & secure elections."

Americans deserve the right to Vote at Home this fall, and we are here to help make it happen.

Thanks for all you do to keep our elections safe and secure,

Amber McReynolds
Chief Executive Officer
National Vote at Home Institute

[P.S. Help us spread the word about the USPS online, and stay tuned via email to get more detailed information about how the Post Office & election administrators work together.](#)



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This email was sent to mwitzer-behl@cityofmadison.com
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National Vote at Home Institute · PO Box 65752 · Washington, DC 20035-5752 · USA

From: [Witzel-Behl, Maribeth](#)
To: [McClain, Maggie](#); [Fruhling, William](#)
Subject: RE: Ballot Drop Boxes for October/November
Date: Thursday, August 13, 2020 11:41:34 AM

The librarians seem to be sick of us, so we would need to make sure we are out of their way. We have 14 fire stations throughout the City, and I wonder if they might make feasible locations for drop boxes as long as they do not interfere with the fire equipment exiting the facility.

- Maribeth

From: McClain, Maggie <MMcClain@cityofmadison.com>
Sent: Thursday, August 13, 2020 11:21 AM
To: Fruhling, William <WFruhling@cityofmadison.com>
Cc: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Subject: RE: Ballot Drop Boxes for October/November

Hi, Bill.

I'm still reviewing some materials from The Elections Group, a company we've been working with through our grant provider.

The areas we need help:

- 1. Finalizing where to place these and whether we need permits for placement.** We're hoping to get 14 of these boxes, and ideally we would like a dropbox at each library; that would take care of 9. We have some ideas for the other 5, but would like assistance navigating that process if it's on say, UW property or a street apron or a church parking lot.
- 2. Organizing shipment receiving.** We're going to have to receive these somewhere other than the CCB or even our off-site storage facility (we're maxed out on space). Where can we receive these that we would be able to easily organize the delivery and installation?
- 3. Installation.** Are there folks in Engineering who would be available for an install project? Who would that need to be coordinated through?

These are just some of my initial questions. I've attached the description sheet from a company called Voter Armor; we are planning on going with this smaller version because it doesn't take up as much real estate and it would be sufficient size for our needs.

Can we set up a Zoom/Skype meeting for early next week? I'm free Monday afternoon or Tuesday morning. Thanks!

<< File: 3630-D flyer 9.0.pdf >>

<< OLE Object: Picture (Device Independent Bitmap) >>

Maggie McClain

Pronouns: she/her/hers

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"We exist to assist."

<< OLE Object: Picture (Device Independent Bitmap) >>

[@MadisonWIClerk](https://twitter.com/MadisonWIClerk)

From: Fruhling, William <WFruhling@cityofmadison.com>

Sent: Wednesday, August 12, 2020 10:32 AM

To: McClain, Maggie <MMcClain@cityofmadison.com>

Subject: FW: Ballot Drop Boxes for October/November

Hi Maggie-

My name is Bill Fruhling and I am currently leading the Emergency Operations Center (EOC) Planning Section. I am reaching out to you on this topic to follow up on Maribeth's request below. I can assemble a team to help out on this but would like to get a better understanding of exactly what we would be asking this group to do. Please let me know if you have time for a Skype/Zoom/phone call so we can discuss it. Thanks,

-Bill

<< OLE Object: Picture (Device Independent Bitmap) >> **William A. Fruhling, AICP**

Principal Planner

Neighborhood Planning, Preservation + Design Section

Department of Planning + Community + Economic Development

Planning Division

215 Martin Luther King, Jr. Blvd.; Suite 017

PO Box 2985

Madison WI 53701-2985

Email: bfruhling@cityofmadison.com

Phone: 608.267.8736 Cell: 608.217.4199

The 2020 Census is here! As we practice social distancing, take the opportunity to complete the census now from the comfort of your own home. You can fill it out online at my2020census.gov, by phone, or by mail.

<< OLE Object: Picture (Device Independent Bitmap) >>

From: Ruckriegel, Edwin <ERuckriegel@cityofmadison.com>
Sent: Tuesday, August 11, 2020 6:18 AM
To: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>; Fruhling, William <WFruhling@cityofmadison.com>
Cc: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>
Subject: RE: Ballot Drop Boxes for October/November

Maribeth:

This sounds like something the Planning Section of the EOC can handle. At some point, the Planning Section may hand off parts of the plan to Operations for implementation.

Bill:

Please work with Maggie to develop a plan for the drop boxes.

Thanks all.

Ed

From: Witzel-Behl, Maribeth <MWitzel-Behl@cityofmadison.com>
Sent: Monday, August 10, 2020 3:07 PM
To: City EOC <cityeoc@cityofmadison.com>
Cc: Kratowicz, Karalyn <KKratowicz@cityofmadison.com>
Subject: Ballot Drop Boxes for October/November

Good morning.

The City Clerk's Office has received a grant that will allow us to establish ballot drop boxes for the November election. This will be a critical component of the integrity of the Presidential Election, particularly given concerns about the politicization of USPS.

We need help with determining where to place the drop boxes, options for installation, security, and other logistics.

Could a team be formed to help with this project? We need to move quickly in placing an order so the drop boxes can be in place by October. Maggie McClain in our office will be leading this initiative.

Thank you!

- Maribeth