

**SPECIAL MUNICIPAL
ELECTION –**

**MONTGOMERY CITY
COUNCIL DISTRICT
ONE (1)**

JULY 13, 2021

POLL WORKER
TRAINING



PRECINCTS INVOLVED IN CITY COUNCIL DISTRICT ONE (1)

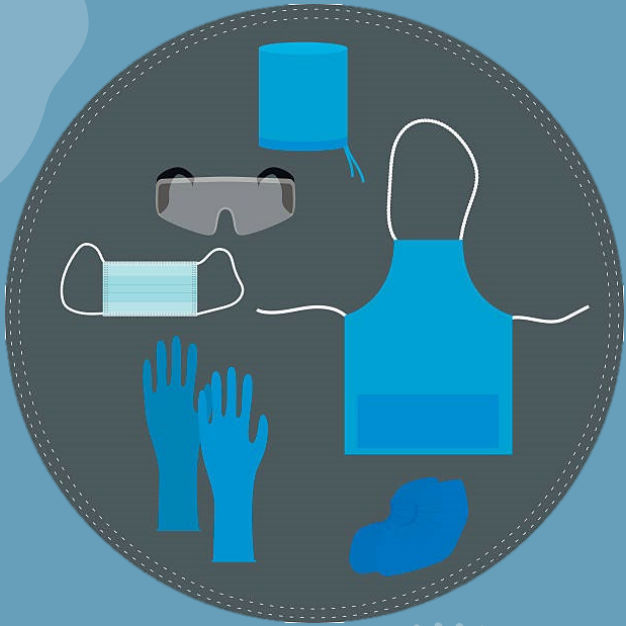
Precinct	Polling Place	Address	Zip Code
1A	Dalraida Church of Christ	3740 Atlanta Hwy.	36109
1B	Dozier Elementary School	200 Eastern Blvd.	36117
1C	Eastmont Baptist Church	4505 Atlanta Hwy.	36109
1D	Eastdale Baptist Church	400 Burbank Dr.	36117
1E	Arrowhead Country Club	50 Ocala Dr.	36117

COVID-19 / VOTERS



- **Voters are not required to wear masks**
- Masks will be available for any voter that would like one.
- Hand sanitizer will be on the Check In Tables and at the Tabulator area for voters only (you will have separate, smaller ones for you to use at the table).
- Voters will be offered a glove upon entry to wear and use for touching the Poll Pads, pens, ballots, tabulators, etc.
- Social Distancing (6-foot spacing) should be observed.

COVID-19 AND YOU



- **Personal Protection Equipment is recommended but not required.**
- Polling Officials will be provided:
 - Face Shields
 - Face Masks
 - Gloves (Latex-Free)
 - Protective Gowns
 - Protective Head Coverings
 - Hand Sanitizer
 - Antibacterial Alcohol Wipes (for machines)
 - Clorox Antibacterial Wipes
- **YOU MAY:**

 - Wear MASK **and/or** Face Shield
 - Wear Gloves / Use Hand Sanitizer
 - *At the Poll Pads – please use a separate stylus from the voters!*
 - Please Practice Social Distancing as best you can

COVID-19 (CONT.)

CLEANING & DISINFECTING



- **Greeters** – Offer one (1) glove to each voter
- **Poll Pad Clerks** – Wipe down and swap out styluses FREQUENTLY
 - You will have multiple styluses for the voters so that you can swap out and wipe down throughout the day. Even though they will be wearing one glove to use, many still voters were not comfortable with using the stylus when it had not been wiped down.
- **Ballot Clerks** – Give each voter a pen to keep or throw away; we do not want them back
 - If you do start running low or fear you may not have enough, you can keep a box at the exit for pens – but they ***must be disinfected*** before taking back to Ballot Tables.
- **Tabulator Clerks** – Every 10 to 15 minutes, use Alcohol Wipes (NOT CLOROX WIPES) to wipe down the tabulator where voters and workers have touched.
- **ExpressVote Clerks** – After every voter, use ALCOHOL wipe and gently wipe down the machine where voters and workers have touched.
 - **Please do not put CLOROX WIPES directly on the ExpressVote!!**

ELECTION DAY!



- Polls are open 7 AM to 7 PM – be there at 6:00 AM!!!
 - You are expected to work the *ENTIRE DAY*
 - **Payroll** – verify your address on the paperwork and sign below your name.
 - If you do not verify your address, it can delay your payment.
 - Be patient on payment, we will get it in the mail as fast as we can.
 - **Dress Appropriately** – No political paraphernalia, no team shirts or other screen-printed shirts please. No masks with political messages, universities, or any other messages except Probate Court or Vote masks. No rips or tears in clothing, no house shoes or sweatpants.
- ** Remember, we are NEUTRAL – no political statements or favoritism to any group or association is allowed. ****
- **No Bluetooth devices inside the facility.** If you need to make a call, please go to the area designated away from voters and keep it brief. While voters are in the facility, your cell phone should be put away.
 - **Lunches and breaks** – ask your Chief Inspector when they call you the weekend before the election. Please make sure you return in a timely manner so that everyone else can take a break as well.

WHAT TO EXPECT THROUGHOUT ELECTION DAY

- **ELECTION MORNING**

- When you get there, you will help the Management Team to finish setting up the polling location getting everything organized and set, hanging signs, etc.
- You will find out more about where you will be working throughout the day, about lunch and breaks.
- All poll officials must be sworn in before the polls open.

- **ELECTION DAY**

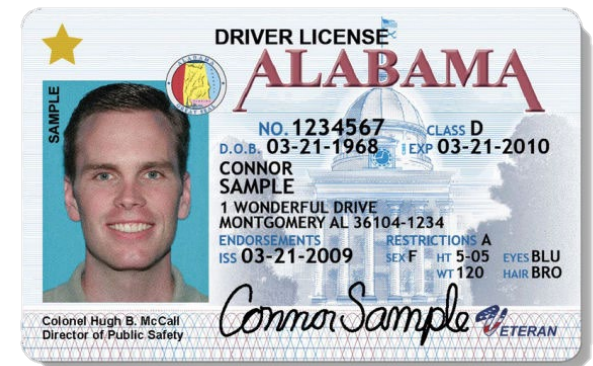
- Follow instructions from your management team
- Stay calm and polite
- Fulfill your duties to the best of your ability making sure that voters are able to vote and vote confidently without feeling uncomfortable or any pressure. (Check-In Clerk, Ballot Clerk, Tabulator Clerk, Greeter, etc.)

- **ELECTION NIGHT**

- Once the polls close, you will help pack up and put everything in its place.
- Ballots must be packed and made ready for transport.
- Results tapes from the tabulators must be put in corresponding envelopes or on the wall or door of the polling location.
- Signs must be taken down and put away; all equipment must be packed and stored according to the instructions that the Chief Inspector will have.

VOTER IDENTIFICATION & POLL PAD

- Alabama Drivers License or Alabama Non-Drivers I.D. are the only I.D.'s that can be scanned
- Please make sure that you double-check the person's ID against the voter on the Poll Pad!!!
- All other forms of I.D. – you will have to do a search for the voter
- YOU SHOULD HAVE THE LIST OF I.D.'S FROM THE CHIEF INSPECTOR NOTEBOOK FOR YOUR TABLE
- Absentee next to their name → send to Help Desk
- Listed as Inactive → send to Help Desk
- I.D. expired → send to Help Desk



* If it is anything out of the ordinary, you will send to the Help Desk *

REMEMBER!!!



- Voters must have a valid form of Photo ID from the approved list
- No campaigning within 30 feet from the entrance to the Facility
- There are no Party affiliations with a Municipal (City) Election
- ONLY VOTERS can wear political apparel as long as they vote and leave – they cannot campaign while in line
- Candidates CANNOT stop in and “see how things are going”, etc. – if they are not there to vote, they cannot be there
- A voter CAN take a picture of their own BALLOT ONLY
- Poll Watchers – 1 per Candidate and must give a letter to Chief Inspector from the candidate
 - They CANNOT socialize with voters or poll workers
 - They CANNOT sit and talk on the phone or take pictures with their phone
 - They CANNOT interfere with your job

THANK YOU!

We appreciate all your hard work.
Make sure you click on the link below to
receive credit for your training.

→ TRAINING QUIZ AND SIGN-IN