

Pollworker Points...

November 2003

HOW DO POLLWORKERS VOTE?

Pollworkers assigned to work in their home precinct will vote during election day when time permits and after the polls open. Workers assigned outside their home precinct as well as individuals assigned as alternates are mailed an absentee ballot three to four weeks prior to each election.

All voted absentee ballots must be received by the elections' office no later than 7:00 p.m. on Election Day. Voted absentee ballots are not accepted at any polling place. Therefore, pollworkers must return their ballot by mail or in person prior to Election Day.

Election Dates

Presidential Preference

March 9, 2004

Municipal Elections

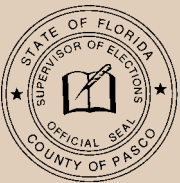
April 13, 2004

Primary Election

August 31, 2004

General Election

November 2, 2004



Kurt S. Browning
Supervisor of Elections
P. O. Box 300
Dade City, FL 33526
pascovotes.com

The Changing Face of Pollworkers New Responsibilities...New Challenges

In an effort to enhance our pollworker program, some changes have been made to the names, rates of pay, and responsibilities of the individual pollworker positions. Please take a moment to review the updated positions.

"The Pasco County Supervisor of Elections office prides itself on the quality and effectiveness of its trainings."

PRECINCT SUPERVISOR (includes the 'old' clerk position) - The Precinct Supervisor will be in charge of the polling place on Election Day. Their responsibilities include ensuring that ALL tasks are performed correctly throughout the day. Precinct Supervisors must attend a 6 hour training session before a primary election and a 6 hour training session before a general election.

VOTER REGISTRATION TECHNICIAN (laptop computer position) - The VRT position will be in the 60 largest precincts during the 2004 election cycle. They are responsible for operating a Windows-based program on a laptop computer. The program allows the VRT to access the county voter registration files and enables them to complete any and all forms required to process voters. They will be required to attend a 7 hour training session before a primary election and a 7 hour training session before a general election.

VOTER REGISTRATION SPECIALIST (the 'old' assistant clerk position) - The VRS is responsible for calling the Supervisor of Elections' phone bank to acquire information needed to complete any and all forms necessary for processing voters. They will be required to attend a 6 hour training session before a primary election and a 6 hour training session before a general election.

VOTING SYSTEM SUPERVISOR - The VSS is responsible for electronically "opening and closing" the polls on Election Day. They are required to supervise the use of the voting equipment throughout the day and transmit the voting totals to the collection site after the polls close. The VSS is required to attend a 6 hour training session before a primary election and a 6 hour training session before a general election. First-time Voting System Supervisors will train an additional 6 hours before working their first election.

INSPECTOR - The Inspector will perform multiple tasks at the polling place. They will be responsible for processing voters at the precinct register, demonstrating the voting equipment and serving as an attendant who activates the voting equipment for the voter. They will also be relieving the poll deputy when necessary. Multiple inspectors are used at each polling place thus making up the bulk of pollworkers needed on Election Day. Inspectors are required to attend a 4 hour training session before a primary election and a 4 hour training session before a general election.

POLL DEPUTY- The Poll Deputy is responsible for maintaining law and order outside of their polling place. They will also be required to provide services necessary for assisting voters with special needs as they enter the polling place. Poll Deputies will be required to attend a 3 hour training session before a primary election and a 3 hour training session before a general election.

Once again, all pollworker positions will be required to have problem solving, conflict resolution, and disability sensitivity preparation incorporated into their training sessions. All necessary training information and supplies will be provided by the elections' office.

The Pasco County Supervisor of Elections office prides itself on the quality and effectiveness of its trainings. Every pollworker who attends one of our trainings will leave their session with the ability and confidence it takes to provide a positive voting experience for Pasco County voters.

If you have never worked an election or attended a training session, please call Joyce at 727-847-8162 or Eleanor at 352-521-4302 or 813-929-1288. You will be scheduled to attend an orientation session where you will become acquainted with general information about Election Day. This information will aid you in determining the position that might be right for you.

NOTICE: If you have already worked on Election Day at a polling place, you do not need to re-apply. ■

KURT S. BROWNING

Supervisor of Elections
Pasco County
P. O. Box 300
Dade City, FL 33526-0300

Pre-Sorted
Standard Class
U.S. Postage
PAID
Zephyrhills, FL
Permit No. 339

EAST PASCO
(352) 521-4302

CENTRAL PASCO
(813) 929-1288

WEST PASCO
(727) 847-8162

IN NEED OF VOLUNTEERS

In an effort to educate Pasco County voters, the elections' office provides iVotronic touchscreen demonstrations throughout the county. Our office is currently looking for more volunteers to staff these demonstrations. As the 2004 election cycle approaches, the demand for demonstrations will dramatically increase creating an even greater need for volunteers. The elections' office will also be using voting system supervisors (VSS) to conduct elections in our county schools. Training is in progress for VSS willing to run these elections.

In the near future, the elections office will also be recruiting retired educators or individuals with teaching experience. These individuals will help the elections' office facilitate its voter education program in the elementary and middle schools throughout the county.

All three of these positions are on a volunteer basis only. If you, or someone you know, are interested in being a volunteer, please contact Louise at 1-800-851-8754.

POLLWORKERS NEEDED IN THESE AREAS

We always have some pockets of our county that never have enough pollworkers. In West Pasco, workers are needed in Shady Hills, Holiday and Aripeka. On the East side, workers are needed in Dade City, Darby, Blanton, Lacochee, Trilby and San Antonio. The central part of the county needs workers in Gower's Corner and Wesley Chapel. **REMEMBER:** We continually recruit new pollworkers. If you know of anyone that is interested in working with us, please send them our way!

URGENT NEWS FOR DEPUTIES

The Help America Vote Act of 2002 (HAVA), in conjunction with recently passed state legislation, mandates that every polling facility in the state meet the standards for public access set by the Americans with Disabilities Act (ADA).

Each supervisor of elections in Florida had to make on-site visits to each of their polling places and determine if the standards were being met for parking, door width, door force, ease of entry, etc.

After completing a thorough investigation of our 143 polling sites, the Pasco County Supervisor of Elections found that our facilities would need moderate adaptations in order to meet the requirements. Many of the problems or concerns uncovered could be remedied by poll deputies performing additional tasks. Some of those tasks may include the following:

- Setting up traffic cones to mark off handicap parking spaces where the standard for size has not been met;
- Assisting disabled voters in and out of their vehicles;
- Guiding visually impaired voters in and out of the polling place;
- Opening and closing polling place doors for voters who need assistance;
- Placing a temporary bevel in doorways that have non-compliant thresholds;
- Assisting voters in wheelchairs that need assistance going up ramps or over thresholds.

The poll deputy is the first person a voter interacts with at the polls. It is vital that the poll deputy represent this office appropriately and with enthusiasm. Deputies must be on their feet to greet voters as they approach the polling place and be able to assess their needs and act accordingly. In order for all voters to have a positive experience at the polls, we must do everything possible to make them feel at ease and welcome.

If you have served as a deputy in the past and feel that you are no longer physically able to perform the expanded duties, please contact our office as soon as possible. We are in the process of planning for the Presidential Preference Primary and will need to find replacements for any vacancies. You may reach Joyce in West Pasco at 727-847-8005 or Eleanor in East/Central Pasco at 351-521-4302 or 813-929-1288. ■

TO WORK OR NOT TO WORK?

Pollworker selection will begin soon for the March 9, 2004, Presidential Preference Primary Election. Selection is based on work history, date of application and political party affiliation.

In compliance with Florida election law, we make every attempt to balance the boards with members of opposing political parties. Consequently, workers with less experience or later application dates may be appointed before other applicants.

Alternates play a very important role in the selection process. Even though they are not immediately assigned a position, alternates are required to attend training sessions. Nearly 99 percent of all alternates are appointed to a board when workers with permanent assignments drop out or fail to attend the mandatory training sessions.

Confirmation cards will be mailed in early to mid January for you to indicate whether or not you will be able to work. The notice will be a two-part postcard. The top half of the card will list the election date, your assigned position, your working precinct number and polling place location. If you are assigned as an alternate, there will be no precinct or polling place information listed on your card. The date, time and location of your training session will be included on the top portion of the card. This half of the card is yours to keep.

The bottom half of the card lists the election date and boxes to check indicating your availability to work. If you are available to work, check the *YES* box. If you are not available, check the *NO* box. This half of the card is to be signed and returned to us by the two-week deadline indicated on the card. Failure to return the card or contact us by the deadline will result in your replacement.

If you have any questions or concerns regarding assignments, please do not hesitate to call Eleanor or Joyce. ■