

SAFE POLLING PLACE PLAN during the COVID-19 Pandemic

The following was developed based on guidance from the Secretary of the State and the CDC:

- Occupancy of the polling place will be limited. If needed, a worker will be placed at the front entrance to limit the flow of voters and to ensure voters are maintaining proper social distancing.
- Social distancing floor markers and signs will be placed throughout the polling place and foyer.
- Voter privacy booths will be spaced at least 6' apart.
- Hand sanitizing stations will be available at the entrance and exit of the polling place. There will also be individual hand sanitizers at each worker's station. **ensure that hands are completely dry before handling ballots - any moisture on the ballot may cause it to jam in the tabulator**
- Workers must wear a mask or other cloth material that covers the mouth and nose at all times while in the polling place. *There will be a supply of disposable masks available if needed.*
- Workers who are handling ballots, ballot marking pens, or are disinfecting election equipment must wear disposable gloves. *There will be a supply of disposable gloves available.*
- Voters will be asked to wear a mask or other cloth material that covers the mouth and nose while inside the polling place. Disposable masks will be available for voters if needed. If a voter is unable to, or refuses to wear a mask or cloth face covering, they will be given the option to vote via curbside voting. If they refuse, they will be allowed to proceed with voting.
- Official checkers will not handle voter ID. The voter will be asked to hold their ID up to the Plexiglas shield for the checker to review.
- Voters will be given ball-point pens that will be disposed of after use. Voters are allowed to bring their own pen or pencil to the polling place, however the pen must be blue or black ink or a #2 pencil.
- Ballot privacy sleeves will be available for voters, but will not be reused.
- Voter privacy booths will be disinfected after each use. **ensure that booth is completely dry before opening for next voter - any moisture on the ballot may cause it to jam in the tabulator**
- The handicapped accessible voting machine will be disinfected after each use.
- Tables, door handles, and other frequently touched surfaces will be disinfected regularly throughout the day.