



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved MADISON ELECTION ADVISORY COMMITTEE

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Tuesday, August 12, 2008

4:30 PM

215 Martin Luther King, Jr. Blvd.  
Room 101 (Madison Municipal Building)

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### Roll Call

**Present:** 6 -

Marilyn E. Williams; Rosa J. Garner; Paul R. Malischke; Sybil R. Better;  
Valerie A. Brown and Maribeth Witzel-Behl

**Excused:** 2 -

Marlena G. Deutsch and Bob Ohlsen

Janet Piraino was present to represent the Mayor's Office.

### APPROVAL OF MINUTES

A motion was made by Garner, seconded by Brown, to Approve the Minutes .  
The motion passed by voice vote/other.

### PUBLIC COMMENT

There was no public comment.

### DISCUSSION ITEMS

1. [10132](#) Preparation for the Fall 2008 Elections

Witzel-Behl reported that Jean Tretow-Schmitz had been hired as Records Clerk/Director of Election Equipment Testing. Two hourly Election Aides would soon be hired for the September Primary, with an additional 10 Election Aides hired in October for the General Election. Each Election Aide would work 20 hours a week, with schedules that would facilitate extended hours for voting the three weeks prior to the election (8 a.m. to 7 p.m. Mondays - Thursdays, 8 a.m. to 4:30 p.m. Fridays, and 8 a.m. to 3 p.m. Saturdays).

Witzel-Behl told the committee that she had meet with about 30 Chief Inspectors earlier in the month to discuss preparations for the General Election. She also noted that the City Clerk's Office had a new and improved website, and was now offering a listserv for Election Officials.

Garner said that all polling places should be required to split their poll books in November. Williams said that the Election Officials at the poll book table need to be your best, with an ability to hear well and quickly find names in the poll book.

Garner suggested that Chief Inspectors be encouraged to negotiate their

polling place set-up with custodial staff.

The committee discussed the printing error that listed the same Assembly District for the Wisconsin Green and Libertarian parties on all ballots county-wide. The Government Accountability Board had suggested crossing out the inappropriate Assembly District, and writing in the correct district. Ballots that included a Senate seat were being reprinted.

A motion was made by Garner, seconded by Malischke, to send the following communication to the Dane County Clerk: "In order to protect the integrity of our Fall Primary Election, MEAC recommends that the mistake of the printer be corrected by reprinting the ballots, not relying on the city correcting the ballots by hand." The motion passed by acclamation.

Malischke mentioned that usability testing for ballots is highly recommended.

2. [10813](#) Update on the hiring of a Deputy Clerk.

Adam Gallagher was introduced at the new Deputy Clerk.

3. [07988](#) Polling place accessibility.

Witzel-Behl reported that additional bell calls, signage, and AutoMark tables were ordered to address the polling place accessibility issues identified in the accessibility surveys conducted last spring. The Clerk's Office was still seeking new polling locations to improve accessibility and over-crowding.

Malischke suggested that the Chief Inspectors complete an accessibility survey on September 9.

4. [10131](#) Voter Registration on College Campuses

Garner mentioned that she has been registering voters at the UW-Madison Medical School. Witzel-Behl reported that over 600 individuals have been deputized to register voters in the City of Madison, and that the registration forms submitted by deputies are much more complete and readable than they have been in recent years.

5. [10810](#) Poll worker recruitment for the November 4 General Election.

Witzel-Behl reported that the UW Law School is helping the Clerk's Office with poll worker recruitment. Poll worker ads have been placed on the websites of other city agencies, resulting in the recruitment of seven new poll workers a day, on average.

6. [11573](#) Annual Report to the Common Council, Mayor, and City Clerk.

Committee Chair Better presented a draft report to the committee. Malischke suggested adding Election Day Registration statistics, and mentioning the polling place accessibility surveys that were conducted in February. Better said the committee may wish to add future challenges and areas for improvement to the report, as they included in last year's report. Witzel-Behl said she would provide statistics from the February and April elections.

7. [04353](#) Suggestions for future agenda items.

Committee members requested that the following items be placed on the next MEAC agenda: September Primary Debriefing, Preparations for the November 4 General Election, Annual Report to the Common Council, and Meeting Dates for 2009.

8. [05160](#) Confirmation of next MEAC meeting.

The next meeting of the Madison Election Advisory Committee will be held at 4:30 p.m. on Wednesday, September 10, in Room 108 of the City-County Building (Parks Conference Room). The committee will also meet at 4:30 p.m. on Wednesday, October 22, in Room 103-A of the City County Building, and at 4:30 p.m. on Wednesday, December 10, in Room 108 of the City-County Building.

#### ADJOURNMENT

The meeting adjourned at 5:52 p.m.