



From the Desk of Ohio Secretary of State Jon Husted

Dear Precinct Election Officials:

Last November, by working together, we made the 2012 general election something all Ohioans could be proud of.

It is time to build on our successes from last November. With fall and winter behind us, it is time for elections officials at every level to spring back into action. Ohioans in 74 counties will head to their polling places to vote in primary and special elections on May 7. While these local contests may not garner the same level of attention as last year's presidential race, May 7 will be an important date for Ohioans determining their local leaders and the fate of local issues.

Primary elections are different. This issue of Ballot Box Bulletin focuses on the primary election, including information on how to manage our newest voters, challenging voters and issuing ballots during a primary election. Additionally, the Boost Your Vocabulary feature includes information such as the difference between a primary election and a special election.

The scope of this election may be smaller than last November, but it is no less vital. Use the lessons learned and confidence gained from November as you work at your precinct polling location on May 7. It is your good work that gives Ohioans trust and confidence in their electoral system.

Thank you for your service.

Sincerely,

Jon Husted



Secretary of State Online Precinct Election Official Training Course

If you are working the polls on May 7, 2013 there is still time for you to log on and take the Secretary of State's Online Precinct Election Official course if you have not already done so. The course is available 24 hours per day, 7 days per week up until 5:30 a.m. on Election Day.

Website: www.ohiopollworkertraining.sos.state.oh.us

Username: Your e-mail address

Password: vote513

Toll-Free Technical Support: (888) 521-2262

Supplemental Information When Conducting a Partisan Primary Election

Issuing a Ballot as Part of the Voting Process During a Partisan Primary Election

If your county is conducting a partisan primary election use the following procedures when issuing a ballot as part of processing voters.

Ask the voter: Which ballot would you like – a political party ballot or an issues only ballot? Most voters will know which type of political party ballot they will want. But, if a voter asks, “What are my choices?”, then you should explain the political party ballot choices include – Democratic, Republican, and the minor parties who have candidates on the ballot in the county, Constitution, Green, Libertarian, and/or Socialist, depending on which parties fielded candidates for the election.

- Once the voter indicates his or her choice of ballot (political party or issues only):
 - Record the voter’s choice of ballot in the Signature Poll Book by marking either
 1. the appropriate political party for the ballot requested by the voter, or
 2. that the voter requested an issues only ballot;
 - Give the voter the proper ballot or appropriate ballot permission slip/device; and
 - Direct the voter to the appropriate voting location in the polling place.

NOTE: *Certain cities and villages may hold non-partisan primary elections in odd-numbered election years. In such cases, you do not ask the voter to identify a party affiliation before voting.*

Challenging a Voter During a Partisan Primary Election

If a precinct election official has personal knowledge that a voter is not affiliated with or a member of the political party whose ballot he or she has requested, the precinct election official may challenge the voter and ask the voter to complete the Statement of Person Challenged as to Party Affiliation (**Form 10-W or 10-X**).

Personal knowledge requires more than just a notation of party affiliation in a board record such as a poll book. You must not rely solely on information contained in the poll book to challenge an elector’s party affiliation.

Such challenges will be rare, and a voter is required to complete Form 10-W or Form 10-X only if he or she is challenged.

If the challenged voter completes the Statement of Person Challenged as to Party Affiliation (Form 10-W or 10-X), then the voter’s choice of ballot is then added in the Signature Poll Book by marking the appropriate political party whose ballot was requested by the voter. The voter is then given a regular ballot or appropriate ballot permission slip or device for the political party ballot of his or her choice.

If the challenged voter refuses to complete the Statement of Person Challenged as to Party Affiliation (Form 10-W or 10-X), then the voter **MUST** vote the voter’s choice of political party ballot provisionally. The voter is then given the provisional ballot for the voter’s choice of political party.

Helping Eligible 17-year-old Voters

Regardless of whether a primary is partisan or non-partisan a 17-year-old elector, who will be 18 years of age on or before the next general election, may vote only on the nominations of candidates at the primary election. This is because they will be eligible to vote at the general election for the candidate(s) nominated by the primary election for these offices.

A 17-year-old elector, may NOT vote on:

- County or State Party Central Committee persons (even years only); or
- Any question or issue on the primary election ballot, such as a school tax levy, charter amendment, or local liquor option.

17-year-old voters will be identified as such in the Signature Poll Book.

Before giving the 17-year-old voter his or her ballot or ballot permission slip/device, advise the voter that he or she can vote for candidates for nomination only and not for central committee candidates or on any questions or issues on the ballot.

NOTE: *If your county does **NOT** provide a unique ballot for 17-year-old voters, please give the following items to a 17-year-old voter:*

- A regular optical scan ballot;
- Instructions on the proper method for marking and returning the ballot;
- An envelope into which the voted ballot can be placed and segregated from the other regular ballots so that the board can review the ballot to ensure that no votes for which the 17-year-old voter is ineligible to cast are counted.

Click [here](#) to view and/or print a copy of “Instructions for 17-year-old Voters” to take with you to the polls on Election Day.

By requesting a political party's ballot, the voter becomes affiliated with the political party whose ballot the person votes. This designation can only be changed by requesting a different political party's ballot at the next primary election.

PEO Red Carpet

Charity Betts, Republican – Montgomery County

Montgomery County Board of Elections nominated for recognition, Charity Betts. Charity has been a Polling Location Supervisor in Montgomery County since the beginning of the program in 2010. Prior to that, she served as a Judge (PEO) or Presiding Judge.

Charity has a fantastic attitude and enjoys working each and every election. As a Supervisor she is optimistic and motivates the Judges and Presiding Judges in a positive direction.

The main reason Montgomery County nominated her is because Charity was placed in charge of a large location on Election Day November 6, 2012. Her location held four precincts and she supervised 16 precinct election officials and she managed it exceptionally.

On Election Day, Jen Robertson the county Republican Precinct Election Official Coordinator was given the opportunity to go to many locations throughout the county to deliver to the Polling Location Supervisors supplies that they needed or may have run out of at the polls. "When I stopped in at the location Charity Betts was supervising I had the chance to observe Charity in action. What impressed me so much was how Charity had worked with the precinct election officials to optimize the space in the location so that the voter line was always moving," Robertson says. "She interacted with not only the precinct election officials, but the voters in line, to make certain that they were all in the correct location, line, and assisted anyone who needed extra help. I noticed that the voters in line all seemed happy and not irritated at the length of the line or the wait to vote. The Voters could all see how hard the precinct election officials were working to process them in a timely manner. I believe none of this would have gone so smoothly if Charity had not taken the extra steps to ensure the fluidity of the location." All of this was also accomplished by her in an "expectant state" as Charity was six months pregnant at the time of the election.

Montgomery County has many good and productive precinct election officials, but they believe Charity Betts set the standard that day for professionalism and motivation.

Today we acknowledge Charity for her outstanding efforts. Ohio is fortunate to have dedicated precinct election officials like Charity Betts.



Beverly Getzy, Democrat – Lake County

Beverly Getzy has worked as a Precinct Election Official in Lake County for more than 40 years. She was nominated for the PEO Red Carpet by the Lake County Board of Elections for her commitment to excellence, selflessness and dedication to the board as well as her community.

In addition to her expertise at the polls, she tirelessly assists with poll worker training. Her hard work and dedication to the process does not end there. She has worked with the Board of Elections office as a member of the part-time staff going to nursing homes to assist with absentee voting, as well as assisting with in office voting.

During the 2011 General Election Beverly volunteered her time, in excess of 40 hours per week, to help with a struggling budget. In 2012, just a few weeks after her husband passed away, Beverly was on the front lines in the board office helping the board prepare for the General Election. Beverly is a passionate supporter of the democratic process and the Lake County Board of Elections is very proud to nominate her to be the honored Democrat on the PEO Red Carpet.



Congratulations to Beverly and thank you for loyalty and commitment to making Election Day successful in Lake County.

It's a Date...

May 4

- Applications for absentee ballots to be mailed must be received by boards of elections by noon (3 days before election)

May 7 Primary/Special Election Day

- Polls are open from 6:30 a.m. to 7:30 p.m.
- Voter, or voter's minor child, is hospitalized because of medical emergency, voter may apply for absentee ballots until 3:00 p.m.
- Absentee ballots returned in person or via a method other than U.S. Mail must be received by the boards of elections by close of polls and counted as a part of the unofficial vote total certified by the board of elections

May 17

- Absentee ballots for primary/special election returned by U.S. Mail from within the United States must be postmarked no later than May 6 and received by boards of elections by this date to be counted (10 days after general election)
- UOCAVA ballots for special/primary election must be received by boards of elections by this date to be counted (10 days after the election)

May 18

- Boards of elections may begin official canvass of primary/special election ballots (11 days after the election)

May 28

- Boards of elections must complete canvas of May 7 election ballots no later than this date (21 days after the election)

Every Vote Counts

Brett Harbage, ADA Coordinator



Precinct Election Officials (PEOs) are the cornerstone of the voting process on Election Day. You are the first and last impression when a voter participates in our democracy.

A PEO can influence whether a voter has confidence in our voting process.

People with disabilities often have limitations that can make various experiences uncomfortable, or make them uncertain about their ability to complete daily activities with the dignity and respect that any individual deserves. This is also relevant when it comes to voting. Limitations may cause uncertain thoughts such as: will the audio ballot be available or working properly, will I be able to physically get into my polling location, how am I going to mark my ballot, will my friend be allowed to assist me, will I be able to effectively communicate with the poll workers, will I be able to use the machine independently and privately?

PEOs can help reduce the concerns and uncertain thoughts that people with disabilities may have when they attempt to vote. People with disabilities (which may not be visible) want to vote just as easily and independently as their fellow voters. PEOs should make every effort to process a voter with a disability just as any other voter, accommodating the voter as needed through the entire voting process. Avoid drawing any unwanted attention to the voter with a disability or cause distractions to the voter and always attempt to maintain the privacy given to all voters.

At the same time, be mindful that a voter with a disability may need accommodations that other voters do not need, and be prepared to provide those reasonable accommodations:

Use of the audio ballot- Though not often used, be ready to explain how the audio ballot works and be prepared to answer any questions a voter may have. The audio ballot can be critical to a voter casting their ballot independently.

Assistance in casting a ballot- Some individuals may need assistance in pressing buttons, marking their ballot, loading their ballot, or need the machine adjusted to an appropriate height. Remember this can be done by two PEOs of different political parties or by a person of the voter's choosing (with a few exceptions).

Access to all aspects of the voting process- Allow for an accessible path of travel to all voting areas, the check-in and/or provisional tables, machines, scanners, and other areas used on Election Day.

On Election Day, look for accessibility barriers that might limit voters with disabilities. Provide reasonable accommodations when appropriate. Most importantly, provide voters with disabilities with the same privacy and independence as you would other voters. PEOs can make all the difference on Election Day for a voter with a disability. Your work will leave a lasting impression that will reflect positively on you, your board of elections and the election process in Ohio.



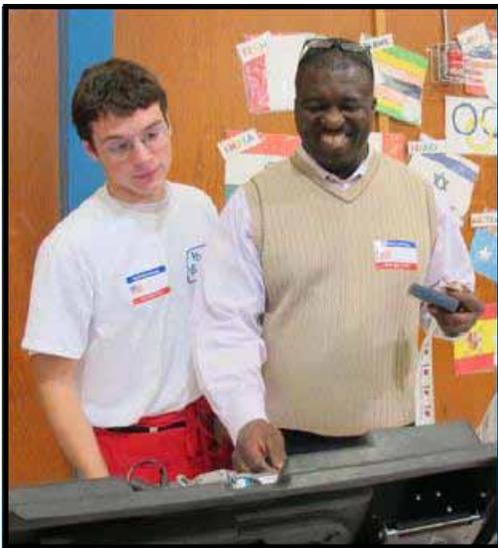
Franklin County Board of Elections Collaborates with Kids Voting Central Ohio

Ohio law allows high school seniors who are at least 17 years old to serve as precinct elections officials. Many boards of elections team up with local school districts or private schools to provide this unique civic experience to students, which also provide boards with much-needed staff at polling locations on Election Day.



In 2006, the Franklin County Board of Elections began a partnership with Kids Voting Central Ohio to coordinate their Youth at the Booth program. High school students who are appointed must work the entire day at the polls, attend training and execute their work without partisan bias. This partnership has continued to grow and expanded further into central Ohio expanding participation in our democracy.

Kids Voting Central Ohio reached a new high mark during the November 2012 Presidential election cycle — recruiting and training a record number of high school seniors who worked at Franklin County election sites. Last November, 1,339 Youth at the Booth precinct election officials staffed polling locations, making up more than 28 percent of the county’s election officials. That’s a 50 percent increase in the number of Youth at the Booth participants in 2011. “Once again, we could not have held the election without the high school workers recruited by Kids Voting. The students continue to receive high marks from our location managers for the essential role they play helping voters,” said Franklin County Board of Elections Deputy Director Dana Walch.



Working with the Delaware County Board of Elections, Kids Voting introduced Youth at the Booth into Delaware County this fall. An additional 19 students from Dublin Jerome, St. Charles, Big Walnut and Westerville’s Central, North and South high schools who live outside Franklin County were trained and worked at polls in Delaware for the first time.

According to the U.S. Elections Assistance Commission’s 2012 Survey data, 24 Ohio boards of elections appointed more than 2,500 students as precinct election officials for November 2012. As part of the Secretary of State’s **Grads Vote** program, an outreach initiative that provides high school seniors with the information needed to become active Ohio voters, a flyer encouraging high school seniors to become PEOs is included in the packet that is mailed to every high school senior in the state of Ohio.

Kids Voting Central Ohio is the local affiliate of Kids Voting USA, a nonpartisan, nonprofit civics education organization. KVCO collaborates with educators, parents, community leaders, civic organizations, elected officials and election boards to create civic skill-building opportunities for students. Their mission is to create lifelong, informed voters among today’s youth; support educators in teaching the rights and responsibilities of citizenship; stimulate political awareness among children and adults; and increase participation in our democracy.

BOOST YOUR VOCABULARY

Primary Election vs. Special Election

Primary Elections: Primary election voters determine who will be nominated as candidates to compete for particular offices at the general election. A primary election occurs on the first Tuesday after the first Monday in May of each year, except in years in which a presidential primary election is held. Presidential primaries are held on the first Tuesday after the first Monday in March of presidential election years. Some primary elections for cities or villages are held on a different date because of the requirements of the charter that governs that city or village and that has been adopted by the voters.

During even-numbered election years primary elections are partisan, meaning the candidates appear on the ballot with their political party label and only those voters declaring their affiliation with the candidates' party may vote for him or her. Primary election voters also elect members of the controlling committees

of political parties in even numbered years.

In odd-numbered years, many municipal primaries are non-partisan. Candidates do not appear on the ballot with their party label and voters need not declare their party affiliation before voting. Non-partisan primary elections are intended to narrow the field of general election candidates to no more than two times the number to be elected.

Some questions and issues may also be on the ballot at a primary election. Under Ohio law, voters affiliate with a political party by voting in that political party's primary election. If a voter does not want to affiliate with a political party, then the voter may vote for issues only if any issues were certified to the ballot for that election.

Special Elections: A special election may be held on the first Tuesday after

the first Monday in February, May, August, or November, or on the day authorized by a particular municipal or county charter for the holding of an election. A special election can be held on the same day as a primary or general election. However, during a presidential primary year, no special election is held in February or May, except as authorized by a municipal or county charter. A special election may be held on the first Tuesday after the first Monday in March during a presidential primary year. Generally, the special election ballots contain only questions and issues certified to the ballot.

Sometimes, the law calls for a special election when there is a vacancy in an office. In that event, a primary or general election for the election of a candidate to the vacant office may fall on a different date than the election date for other candidates.

Fast Facts

74 out of 88 Ohio counties will be open for voting.

Of those counties:

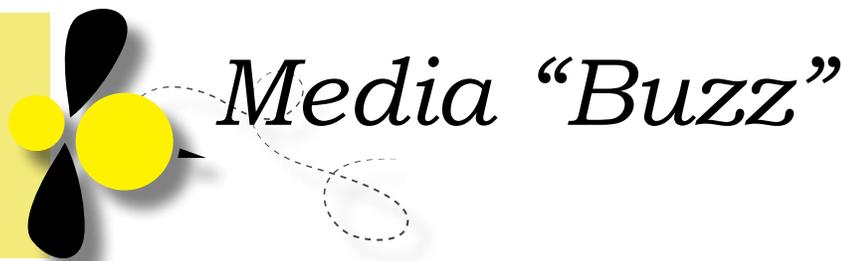
- 33 have both primary and special elections;
- 38 have special elections only; and
- 3 counties have primaries only.

There are a total of 351 local issues on the ballot (in 71 counties).

Of those, 138 are school issues.

To learn more about "What's on the ballot?" in the upcoming election [click here](#).

Secretary of State Husted Announces 2012 Bright “I.D.E.A.” and Election Official of the Year Awards at Ohio Association of Election Officials Conference



Columbus – Secretary of State Jon Husted announced Friday, January 11, 2013 the Bright I.D.E.A. (Innovative Developments in Election Administration) Award recipients at the Ohio Association of Election Officials Conference. Local boards of elections were asked to submit their Bright I.D.E.A.’s to the Secretary of State prior to the conference to be considered according to the following criteria:

- The development of an innovation that was successfully put into practice.
- The I.D.E.A. caused a measured improvement in the administration of elections at the county level.
- If utilized, multiple organizations may also benefit from the implementation of such methods for management, policy and procedure improvement.

“Ohio is recognized more and more as a leader in elections administration and innovation, which is due in large part to the efforts of our local elections officials,” Secretary Husted said. “The effort and ideas put into action this past November ensured that Ohio had a smooth and fair election.”

Bright “I.D.E.A.” Award Winners

Process Management Award went to Allen County for their submission entitled “Pre-Staffed Absentee Mail Packets” which allowed the board to save time and money by working with their printer to produce a pre-made absentee ballot packet to send to voters upon receiving a request – reducing the time required to assemble a packet and get it in the mail from 111.2 seconds to just 26 seconds.

Process Management Award went to Butler County for their “Precinct Election Official Recruitment” submission, which the county used to more effectively retain and recruit poll workers through an aggressive outreach effort that included phone calls, public forums, emails, mail pieces and a media campaign.

Voter Services Award went to Montgomery County for their initiative “Any Line, Any Time” which streamlines and simplifies the voter check-in process, reduces the waiting time to cast a ballot and improves the overall voting experience for the voter.

Photos of each of the award recipients are available [here](#).

Election Official of the Year Award Winners

Also announced at the Ohio Association of Election Officials Conference were the two Ohio Election Officials of the Year winners. Ohio election officials were asked to nominate colleagues who have made a notable positive contribution to the profession of elections administration in their county, and in the State of Ohio, to be considered for this honor.

The Republican and Democratic Ohio Election Officials of the Year were each awarded the National Secretaries of State Medallion Award in recognition of their service.

Joyce Kale-Pesta Democratic Ohio Election Official of the Year

The Democratic Ohio Election Official of the Year Award was presented to Joyce Kale-Pesta, director of the Mahoning County Board of Elections. Director Kale-Pesta, who has worked at the board of elections for more than 25 years, is dedicated to utilizing technology to improve transparency and voter access. She also serves as a member of the Ohio Board of Voting Machine Examiners and Ohio Association of Election Officials Legislative Committee, and has served on several taskforces for the Secretary of State’s office.



Democratic Ohio Election Official of the Year Award was presented to Joyce Kale-Pesta, director of the Mahoning County Board of Elections.

Kim Antrican Republican Ohio Election Official of the Year

The Republican Ohio Election Official of the Year Award was presented to Kim Antrican, director of the Warren County Board of Elections. Director Antrican has served as both deputy director and director for the board. Despite battling breast cancer, Director Antrican continued to serve the board throughout the 2012 Presidential Election, putting in long hours in the weeks leading up to, during and after Election Day – all while undergoing intensive chemotherapy treatments.



Warren County Board of Elections Director Kim Antrican was named the Republican Ohio Elections Official of the Year at the Ohio Statehouse. Pictured above, from left, Secretary of State Jon Husted, Kim Antrican, Kim’s husband Todd and her children Stephanie and Seth.

Cat finds home at elections board office

By STEVE ROBB Messenger staff journalist | Tuesday, March 5, 2013
Reprinted with permission from *The Athens Messenger*

While Democrats and Republicans feud at the national level, representatives of the two parties in Athens County have come together for a common cause: Pumpkin the cat.

Pumpkin, who was in need of a home and some medical attention, has been adopted by Debby Quivey and Penny Brooks. Quivey, a Republican, is director of the Athens County Board of Elections, while Brooks, a Democrat, is deputy director.

Passersby can often see Pumpkin sitting in the window of the elections board office, a tabby keeping tabs on Court Street goings-on. People will sometimes stop to look at Pumpkin, pecking on the window to get his attention.

"He's a chick magnet. The college girls come in and see him," Quivey said.

People, including other county employees, also bring the cat treats and toys.

Pumpkin — that's a nickname, his real name is Pierre — found a home at the elections board office last fall after Brooks and Quivey encountered two Ohio University students having a dispute about the cat. The boyfriend wanted the cat out of their downtown apartment, so the girlfriend asked the two election workers to take the animal.

There were some health issues — Pumpkin had an eye infection, ear mites and fleas — and Brooks and Quivey spent more than \$300 of their own money to get him medical attention, including shots.

"No county money, we buy his food and litter," Brooks said.

When the cat was first rescued, Brooks and Quivey kept him behind the scenes, concerned about how a cat at the elections board office would be perceived. Then one day, they heard someone pecking on the front window and discovered that Pumpkin had escaped to the front window and was making new friends. Pumpkin had gone public.

"The cat was out of the bag, as they say," Brooks recalled. Since then, people have responded positively to the office cat, she said.

"We haven't had any negativity," Quivey said of people's reaction to Pumpkin's presence.

When customers ring a bell for service, Pumpkin will sometimes use a strategically placed chair to jump up on the counter to greet the new arrival. Other times he's stretched out on a blanket in the front window, lazily watching people walk past.

Pumpkin has not only garnered local fans, he's known to election workers across the state of Ohio. That's because he was a topic of discussion at January's convention of the Ohio Association of Election Officials.



Pumpkin the cat relaxes on the counter at the Athens County Board of Elections as Deputy Elections Director Penny Brooks talks with Robert George of Coolville

During a convention luncheon, someone asked if anyone knew ways to reduce the stress of election workers during elections. Quivey and Brooks spoke up and told the story of Pumpkin.

"I honestly noticed a difference in stress in the office during the general election," Quivey said Monday.

"We spend five minutes with the cat and we're chilled out," Brooks agreed.

Although Pumpkin's "parents" are of opposite political parties, Quivey said there's some indication that the cat itself may have some political leanings.

"The cat is a Democrat, because he really likes Penny," Quivey said with mock consternation.

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