

Election Worker News
Montgomery County Board of Elections
August/September 2018

**Dates to
Remember
2018**

**Election Worker
Training Classes
Begin
August 29, 2018**

**Labor Day
Office Closed
September 3, 2018**

**Voter Registration &
Party Affiliation
Change Deadline
October 16, 2018**

**Election Worker
Training Classes End
October 20, 2018**

**Practice Training
Sessions
October 23 - 30, 2018**

**Early Voting
October 25 -
November 1, 2018**

**General
Election Day
November 6, 2018**



We want to thank everyone who worked in the Primary election in June. Together, we made it possible for 158,291 voters to vote. The election was a success, thanks to your hard work!

The turnout in the primary was 24%, with 107,985 voters voting in the polls on election day and 36,060 during early voting. An additional 10,612 voters voted an absentee ballot and 3,634 voted using a provisional ballot. There were 643,892 voters eligible to vote in the primary.

Do you want to know how well your precinct performed? The primary election precinct performance report has been completed and mailed to each judge who served. We are so proud that 32 precincts received an outstanding rating. Way to go!!

We want to extend an extra thank you to those of you that came in early, stayed late or rode back with the Closing Judge. We know and appreciate that successful elections are dependent on you and your commitment to making sure the electoral process works, so that every registered voter has an opportunity to vote.

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Preparations for the general election on November 6, 2018.

Judges who worked the Primary election

Election workers who trained ***and*** worked the Primary Election do not have to re-apply or re-take the Stage I Training Quiz. You just need to log-in and schedule your Stage II Hands-on Training refresher class; see page 5 for more information.

Note: If you indicated that you were not going to be able to work the general election, but now you can work, you will need to notify your recruiter to update your availability, prior to scheduling training.

All other election workers

New election workers or those that did ***not*** work the Primary Election must have a completed ***2018 Application*** on file and will need to pass the Stage I Training Quiz; prior to scheduling the hands-on training.

If you haven't done so already, please renew your application online today. Under Maryland law a new or updated application is required for each election cycle. See more information on page 3.



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How to Renew your Application

Though you are already registered in our system, you need to confirm your information and electronically sign or affirm the data on file for this election. Follow the instructions below. Let us know if you need help logging in or completing the application. (Note: Firefox is not compatible with our online program, please use a different browser.)

1. Go to the Montgomery County, Board of Elections website www.777vote.org and click on ***Election Workers*** (in the 2nd row of boxes). Next click on ***Election Judge (EJ) Connection*** (Returning workers) to open the log-in page.
2. Enter your User Name and Password (previously provided by BOE) to open the Election Worker Dashboard. To avoid login errors do not copy and paste; type in the log-in information.
3. Click on ***Application Renewal*** in the ***ACTION*** box to open the application screen. Confirm or enter the required information in each section and click NEXT to navigate to the next page. Review the Summary of your information and if everything is correct click NEXT to continue. Click PREVIOUS to go back to change your responses. Do not use the back button on your browser.
4. In Section F, read the Affirmation statement and click on the circle to confirm your agreement. Click on ***Submit***. Congratulations, you're finished! You will receive a "thank you" message immediately on the screen and an email confirmation within a few minutes. The next step is to complete your training.

Note: If you have changes to your name, address or party affiliation (which affect your voter registration) you will see a message directing you to print, sign and submit an Update Form. Click on the ***Confirmation Form*** button to open and print the pre-filled form. **We must receive your signed form to process your application;** fax it to 240-777-8578 or scan and email it to election.judge@montgomerycountymd.gov.

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Training

Training consists of two stages – the Stage I online training quiz and Stage II in-person, hands-on training.

- Only workers who did not work the primary election need to complete the online training quiz before scheduling their hands-on training. Once you have passed the training quiz, your Recruiter will provide you with information to schedule your hands-on training.

Stage I - Online Training Quiz

This portion of the training is required and has been designed to complement the hands-on training and enhance your preparation for Election Day. Follow these steps:

Go to our Website

Click on this hyperlink www.777vote.org.

Click on "***Election Workers***", in the 2nd row of boxes on the screen, to expand the list of choices.

Click on "***EJ Connection***" and enter your Username and Password (as provided by BOE).

Once you are logged in, follow these steps

- 1) Click on "***Training Materials***" to see the training tools and information.
- 2) Click on "***Assisting Voters with Disabilities Video***" and watch the video.
- 3) Next, scroll down and read ***Chapters 1 through 4*** the Election Judge Manual.

When you are ready to take the quiz

- 1) Log back into the EJ Connection.
- 2) Select "***Click here to take Stage I Quiz***" to open the quiz.
- 3) Follow the instructions for taking the quiz.
- 4) To keep a copy of your answers, print the quiz before you hit "Submit".
- 5) When finished, click "***Submit***" to send the quiz to the Board of Elections.

Don't have a computer? Call 240-777-8533 to make an appointment to take the training quiz in person in our Gaithersburg office.

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Stage II - Hands-On Training

Scheduling

Hands-on training for the General Election begins August 29th. We will use our online scheduling feature for the hands-on training, allowing workers to select and schedule a class and location that best matches their schedule. Most classes will be held at our Gaithersburg office. A limited number of classes will be held at the Silver Spring Civic Building (September 5 – 20 *) and Montgomery College, Rockville Campus (September 23 - 29). Go to EJ Connection for maps & directions. *Silver Spring location available Mondays - Thursdays ONLY.

Class Format

Hands-on training for the General Election is *required* for all judges, regardless of whether they worked the Primary Election or not. We strongly encourage you to review each chapter of the Election Judge Manual online, prior to attending class.

Returning Judges Training (Worked in the June 26th Primary)

Will attend a refresher class with hands-on activities, exercises and role-playing. It provides an opportunity for judges who have worked previous elections to demonstrate their ability to do the tasks for their assigned position and to sharpen their skills.

New Judges Training (New or did not work the June 26th Primary)

This course is a combination of lecture, video and hands-on training to prepare new judges and returning judges who did not serve in the June 26th Primary. Students will receive instruction on the procedures and responsibilities of the precinct team and their specific position. Students will work individually and in pairs to complete practice exercises and forms and to role play with the voting equipment including setting up and dismantling a voting precinct.

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Practice Training Sessions

We will offer several practice training sessions for judges that completed their required training and want more practice. During the sessions, students can practice using the equipment and ask questions of the trainers. The sessions do not count toward completion of the required hands-on class. We highly recommend that all judges attend at least one refresher/practice session. It is not necessary to register in advance. See the schedule on page 10 and the EJ Connection (Walk-in Training).

Election Day Assignments

Remember that you must *complete* all required training to be eligible to serve. To ensure that we have enough workers assigned to every precinct, we ask that you complete your training as soon as possible; *especially if you would like to work in your own voting precinct*. You will get an email when you have been assigned.

Each precinct has a limited number of positions. Workers who wait to complete their training will be assigned to precincts closest to their homes, that have vacancies or asked to serve as a Standby Worker.

Working Early Voting

If you are interested in working at one of the eleven Early Voting centers between October 25 and November 1, 2018, follow the steps below:

1. Schedule your election day hands-on training as soon as possible;
2. Notify Jessica Jones by email that you are interested in working early voting (Jessica.jones@montgomerycountymd.gov);
3. Complete your election day hands-on training;
4. Schedule and complete the additional early voting training class;
5. When you have finished early voting training you may submit your availability to your assigned early voting recruiter;
6. Receive early voting assignment information.

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Your Vote

All election workers are asked to vote either by absentee ballot or during the early voting period. Chief and Voting Operation judges who are **not** assigned to work in their voting precinct must vote by absentee ballot or during early voting (or cast a provisional ballot in their work precinct), since they will be unable to go to their voting precinct on Election Day.

Absentee Ballot – Complete, sign and submit an Absentee Ballot Application as soon as possible. Forms available at training. The Absentee office will send you the appropriate ballot to vote. Your ballot must be returned to the office or postmarked (by the Postal Service) by Election Day. Absentee ballots cannot be cast at the polls.

Early Voting - Vote at one of the county's early voting centers between Thursday October 25 and Thursday November 1, 2018. Voting hours are 10:00 a.m. to 8:00 p.m. For more information on the eleven early voting locations, go to www.777vote.org.

Important Information

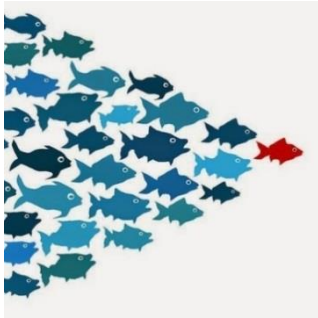
Keeping us informed – Please keep your voter registration and contact information current. Update your personal information online in the EJ Connection portal. Click on **Update Personal Data** to enter your information. Phone numbers and email addresses will only be released to the Chief Judges for election related use.

Future Vote Student Aides - School-age students, grades 6-12, can serve as student election aides. The program's intent is to educate, strengthen and increase ties related to civic participation. Interested parents/guardians register their student(s) [online](#) (use this link). **All student election aides and a parent or guardian must attend a 1-hour mandatory training to participate; even returning Future Vote volunteers.** For more information, email future.vote@montgomerycountymd.gov. **Note:** Students 16 years old and registered to vote may work as an election worker for payment or SSL credits.

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Bilingual election workers are needed - As mandated by Section 203 of the 1975 *Voting Rights Act*, workers with Spanish speaking fluency are needed in every precinct. We are also looking for workers that speak Chinese, French, Korean and Vietnamese. Please list all languages on your application.

Are you interested in a leadership role as a Roamer or Chief Judge?



We're recruiting for Roamers and Chief Judges for the General Election. Prior experience as a Chief is **required** to apply to be a Roamer and prior experience as a VOP Judge is **recommended** to be a Chief Judge. If you have good organizational and communication skills and an interest in either of these positions, please notify your Recruiter.

Manna Food Drive – WOW!! 3,733 pounds of food was collected and donated last election by election workers (406 lbs.) and future vote student aides/guardians (3327 lbs.) attending training. That's very generous. Thank you! Please consider bringing a non-perishable food item to your next training class.

What's New

Check out these new videos available on our website. Click on the links below:

[A behind the scenes look at the Montgomery County Board of Elections](#)

[Overview of the provisional voting process for voters](#)

[Run. Hide. Fight - Surviving an Active Shooter Event](#)

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Contacting Us

- **General Questions:** Call 240-777-8533
- **Email:** election.judge@montgomerycountymd.gov.
- **Fax:** 240-777-8578; **Website:** www.777vote.org.
- **Mailing Address**
Montgomery County Board of Elections
Election Worker Program
P.O. Box 4710
Rockville, MD 20849-4710

Recruiters

Election Day

Uricka Battle – Districts 1, 2, 3, 9, 11 and 12	240-777-8659
Deborah Hamer – Districts 4, 6, and 10	240-777-8571
Kara Springer – Districts 5, 7 and 8	240-777-8576
Aishah Mills-Pherigo – District 13	240-777-8572

Early Voting

EV Lead – Jessica Jones	240-777-8577
Maria Rodriguez-Henao	240-777-8573
Kathy Guevara	240-777-8567



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Practice Training Sessions
November 6, 2018 General Election

Advance registration is not required for these sessions.
Attendance does not count toward completion of required training.

Day	Date	Start Time	End Time	Location
WEDNESDAY	9/12/2018	7:00 PM	9:30 PM	Silver Spring Civic Building - Spring Room
THURSDAY	9/13/2018	9:00 AM	12:00 PM	BOE Training Center - Room #1
WEDNESDAY	9/19/2018	7:00 PM	9:30 PM	Silver Spring Civic Building - Spring Room
FRIDAY	9/21/2018	9:00 AM	12:00 PM	BOE Training Center - Room #1
THURSDAY	9/27/2018	2:00 PM	4:30 PM	BOE Training Center - Room #1
THURSDAY	9/27/2018	2:00 PM	4:30 PM	MC Rockville Campus - Gudelsky Bldg. #145
WEDNESDAY	10/3/2018	9:00 AM	11:30 AM	BOE Training Center - Room #3
FRIDAY	10/5/2018	9:00 AM	12:00 PM	BOE Training Center - Room #1
WEDNESDAY	10/10/2018	9:30 AM	11:30 AM	BOE Training Center - Room #3
TUESDAY	10/23/2018	9:00 AM	1:00 PM	BOE Training Center - Room #1
TUESDAY	10/23/2018	4:00 PM	8:00 PM	BOE Training Center - Room #1
WEDNESDAY	10/24/2018	12:30 PM	4:30 PM	BOE Training Center - Room #1
WEDNESDAY	10/24/2018	6:30 PM	9:30 PM	BOE Training Center - Room #1
THURSDAY	10/25/2018	9:00 AM	1:00 PM	BOE Training Center - Room #1
THURSDAY	10/25/2018	5:30 PM	9:30 PM	BOE Training Center - Room #1
FRIDAY	10/26/2018	9:30 AM	12:30 PM	BOE Training Center - Room #1
FRIDAY	10/26/2018	2:00 PM	5:00 PM	BOE Training Center - Room #1
SATURDAY	10/27/2018	9:00 AM	1:00 PM	BOE Training Center - Room #1
SATURDAY	10/27/2018	3:00 PM	6:00 PM	BOE Training Center - Room #1
SUNDAY	10/28/2018	12:00 PM	5:00 PM	BOE Training Center - Room #1
MONDAY	10/29/2018	9:00 AM	1:00 PM	BOE Training Center - Room #1
MONDAY	10/29/2018	5:30 PM	9:30 PM	BOE Training Center - Room #1
TUESDAY	10/30/2018	9:00 AM	1:00 PM	BOE Training Center - Room #1
TUESDAY	10/30/2018	4:00 PM	8:00 PM	BOE Training Center - Room #1

Addresses

- BOE Training Center: 18753 N. Frederick Ave., Gaithersburg, MD 20879. Use door #212 at front of building for Room #1 and door #105 at rear of building for Room #3.
- Montgomery College - Rockville Campus: Homer Gudelsky Institute for Technical Education, Room 145. Building at intersection of Hungerford Drive (Rt 355) and N. Campus Drive, Rockville, MD 20850
- Silver Spring Civic Building - Spring Room: 1 Veteran's Plaza, Silver Spring, MD 20910