

# MADISON COUNTY BOARD OF ELECTIONS

## MANDATORY TRAINING SESSION

Board of Elections – Room 16

8:30 A.M. – 12:30 P.M.

Saturday, October 26, 2019

Alternate (Make Up) Session, Saturday, November 2, 2019

for the

Tuesday, November 5, 2019 **Municipal (Town) Elections**

### **MARS HILL PRECINCT (Mars Hill Public Library)**

Jimmy Ammons, Carolyn Franklin, Dennis McMahan

### **HOT SPRINGS PRECINCT (Hot Springs Welcome Center) –**

Cynthia Chambers, Jewell Hensley, Gloria Sundquist

### **SOUTH MARSHALL PRECINCT (Marshall Community Center)**

Betty Hurst, Barbara Roberts, and Gail Davis

(Election Assistants For This Election Will Be Notified Of The Training Upon Board Approval.)

Please note:

No other precincts' chief judges or judges are involved in the November elections and do not need to attend this training session.

## AGENDA

1. Introduction, Payroll Forms, Oaths, Housekeeping
2. Website Resources – Poll Worker Resources- Password (Mad!s0n)
3. Polling Site Setup / Accessibility
4. Election Supplies
5. Forms / Checklists
6. Procedures Emphasis
  - A. Electronic Pollbooks (OVRD)
  - B. Voting Equipment / Voting Booths
  - C. Station Guides

During the training session, remember to let Wade copy your I-9 documents – current driver's license, social security, or current passport will suffice. If you are a current Madison County Government employee you have already submitted what we need for payroll.

Thank you so much for all you do,

Kathy Ray, Director