

Early Voting

Early Voting will be available prior to the August 18 Primary. All Poll Workers should either vote by mail or vote early!

2020 Elections Calendar

Primary Election
August 18, 2020
Books close July 20, 2020

General Election
November 3, 2020
Books close October 5, 2020

STAFF EMAIL CONTACTS FOR POLL WORKERS USE. ALL POLL WORKERS ARE EXPECTED TO HAVE A FUNCTIONING EMAIL.

JOHN LIBBY – ELECTIONS SERVICES DIRECTOR	jlibby@coj.net
ANGELIA WIGGINS – EDUCATION SPECIALIST	awiggins@coj.net
AUTUMN CATO – EARLY VOTING	autumnf@coj.net
GREG CLARK - OUTREACH DIRECTOR	gaclark@coj.net
ROBERT PHILLIPS – CHIEF ELECTIONS OFFICER	phillips@coj.net
ARZADA HAYNES – VOTER SERVICES DIRECTOR	ahaynes@coj.net
SOMMER SALLETTE – PAYROLL	shinson@coj.net



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MIKE HOGAN, Supervisor of Elections, 105 East Monroe Street, Jacksonville, FL 32202

The Poll Worker

BALLOT BOX

Important *Information*

**Training Class Registration
Portal Is Open Now**

As a COVID-19 city mandated safety precaution, all poll workers are required to wear a mask when they attend their training class.

Training Update

2020 Primary Election

All Precinct Managers and Assistant Managers must attend a 3.5 hour classroom training session prior to the August 18 Primary Election.

All Inspector Techs new or experienced must attend a 3.5 hour classroom training session prior to the August 18 Primary Election.

All new or experienced Deputies must attend a 1 hour classroom training session prior to the August 18 Primary Election.

All experienced poll workers **being promoted to Manager or Assistant Manager** must take the 8 hour New Manager and Assistant Manager classroom training session.

Training for the August 18 Primary Election will begin on June 9th, 2020, and run through July 25th, 2020.

Note: *If you have not successfully completed training by this date you will not be assigned to work in the August 18 Primary Election.*

How to Register

To register for a class, go to **www.duvalelections.com**, scroll down, click on **POLL WORKER INFORMATION** on the left hand side, and click on **REGISTER FOR A CLASS**. On the next screen click on **ELECTION**

WORKER PORTAL. Remember, your VOTER REGISTRATION NUMBER is both your user name and password. Have this handy before you register. You will enter your voter registration number here for both your user name and password then click LOGIN. PLEASE DO NOT make any changes to your user name or password.

Now you are at the screen where you register for your class. Select your class by clicking on ENROLL to the right of the class you want to take. You will see the ENROLL switch to the word WITHDRAW. THIS MEANS YOU ARE NOW ENROLLED IN THAT CLASS. You will see the number of the seats remaining drop by one which means you have been assigned a seat. Should you wish to withdraw, simply click on WITHDRAW and you will be removed from that class. Once enrolled, then show up thirty minutes early to check-in for your class's assigned time. **It is imperative that you arrive on time for your training class. Arriving late disrupts the class and you may have to be rescheduled.**

PRECINCT MANAGERS and ASSISTANT MANAGERS enroll in an **EXP MANAGER & ASST MANAGERS CLASSROOM** course.

EXPERIENCED INSPECTOR TECHS should enroll in an **EXP INSPECTOR TECHS CLASSROOM** course. NEW INSPECTOR TECHS should enroll in an **NEW INSPECTOR TECHS CLASSROOM** course.

DEPUTIES, whether experienced or new, enroll in a **DEPUTY CLASSROOM** course.

Please arrive 30 minutes early for your class to allow time for the extended check-in process.

Training...Where?

All training classes will be conducted at the Elections Center located at: 1 Imeson Park Boulevard, Bldg. 100, Jacksonville, FL 32218

For directions to the location, visit our website at: www.duvalelections.com or call (904) 630-1414

Important Training *Information*

Training Class Registration Portal Is Open Now

Training Schedule for the August 18 – Florida Primary

All Training will be held at the Elections Center, 1 Imeson Park Blvd. Bldg. 100, Jacksonville, FL. 32218

Experienced Managers and Assistant Managers (3.5 Hour Class)

Tuesday	June 16	9-12:30
Wednesday	June 17	1:30-5:00
Thursday	June 18	9-12:30
Saturday	June 20	9-12:30
Tuesday	June 23	5:30-9:00
Thursday	June 25	9-12:30
Saturday	June 27	9-12:30
Monday	June 29	1:30-5:00
Wednesday	July 1	9-12:30
Monday	July 6	1:30-5:00
Tuesday	July 7	9-12:30
Wednesday	July 8	1:30-5:00
Tuesday	July 14	5:30-9:00
Saturday	July 18	9-12:30
Tuesday	July 21	9-12:30

New Managers and Assistant Managers (8 Hour Class)

Wednesday	July 15	9-5:00
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Experienced Inspector Techs (3.5 Hour Class)

Tuesday	June 9	9-12:30
Tuesday	June 9	1:30-5:00
Wednesday	June 10	1:30-5:00
Thursday	June 11	9-12:30
Thursday	June 11	1:30-5:00
Friday	June 12	9-12:30
Saturday	June 13	9-12:30
Monday	June 15	9-12:30
Tuesday	June 16	1:30-5:00
Monday	June 22	1:30-5:00
Tuesday	June 23	9-12:30
Tuesday	June 23	1:30-5:00
Wednesday	June 24	9-12:30
Thursday	June 25	1:30-5:00
Friday	June 26	9-12:30
Monday	June 29	9-12:30
Tuesday	June 30	1:30-5:00
Wednesday	July 1	1:30-5:00
Monday	July 6	9-12:30

Experienced Inspector Techs (Continued)

Tuesday	July 7	1:00-4:30
Tuesday	July 7	5:30-9:00
Thursday	July 9	9-12:30
Thursday	July 9	1:30-5:00
Friday	July 10	9-12:30
Monday	July 13	9-12:30
Monday	July 13	1:30-5:00
Tuesday	July 14	1:00-4:30
Tuesday	July 14	5:30-9:00
Wednesday	July 15	9-12:30
Wednesday	July 15	1:30-5:00
Friday	July 17	9-12:30
Friday	July 17	1:30-5:00
Monday	July 20	1:30-5:00
Tuesday	July 21	1:30-5:00
Wednesday	July 22	9-12:30
Thursday	July 23	9-12:30
Thursday	July 23	1:30-5:00
Friday	July 24	9-12:30
Saturday	July 25	9-12:30

Important Training *Information*

New Inspector Techs (4 Hour Class)

Tuesday	July 14	9-1:00
Thursday	July 16	1:30-5:30
Monday	July 20	9-1:00
Wednesday	July 22	1:30-5:30

Thursday	July 23	5:30-9:30
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Deputy (1 Hour Class)

Wednesday	June 10	10-11:00
Saturday	June 13	10-11:00
Wednesday	June 17	10-11:00
Friday	June 19	10-11:00
Friday	June 19	1:30-2:30
Monday	June 22	10-11:00
Wednesday	June 24	1:30-2:30
Friday	June 26	1:30-2:30
Tuesday	June 30	10-11:00
Thursday	July 2	10-11:00
Wednesday	July 8	10-11:00
Friday	July 10	1:30-2:30

Supervised Voting

Supervised Voting is undetermined at this time. More information will be forthcoming.

Early Voting (2 Hours)

For Team Leaders Only

Please contact autumnf@coj.net

Monday	June 15	1:30-3:00
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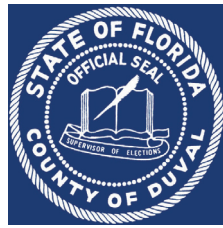
Thursday	June 18	1:30-3:00
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Poll Workers will receive location and shift preference cards to fill out at their regular training classes.

COVID-19 *Training* *Safety Requirements*

In response to COVID-19, in a dedicated effort to protect our poll workers, the Duval County Supervisor of Elections Office is implementing the following safety requirements for poll worker training.

- All poll workers, when arriving for training, will be required to pass by our drive through temperature safety check tent located outside the building. In accordance with the City of Jacksonville's screening procedure, poll workers with a temperature of 100.4°F or greater will not be allowed to enter the building to take their training class.
- **Important:** If you do not stop by our temperature check tent to have your temperature checked, you will not be allowed to enter our Election Center building for training.
- Prior to entering the building, poll workers will be required to fill out a City mandated COVID-19 screening form.
- All poll workers are required to wear a mask while they are attending their training class. Failure to do so will prohibit you from taking your class, if needed a mask will be provided.



SERVE & EARN

as a Duval County POLL WORKER

Your Duval County Supervisor of Elections Office is looking for qualified registered voters to serve & earn by working as poll workers for our upcoming 2020 Elections: August 18 Primary and November 3 General Election.

You must:

- * Be a citizen of the United States and registered to vote in Duval County.
- * Have your own transportation.
- * Be comfortable working with a computer and maintain a personal email address.
- * Be able to speak, read and write the English language.
- * Be able to start work at 6:00 am and work 14 or more hours on Election Day.
- * Be willing to work at any precinct in Duval County.

For more information, visit our website at www.duvalelections.com

Election Day Pay Begins at \$215

Sign up today by emailing your contact information to:
John Libby at jlibby@coj.net or Greg Clark at gaclark@coj.net.

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- All poll workers are required to wear a mask while they are attending their training class. Failure to do so will prohibit you from taking your class, if needed a mask will be provided.

Early *Voting*

Early Voting is for all Duval County registered voters.

We staff Early Voting with teams of our poll workers on rotating shifts.

Only team leaders will take a training class for Early Voting. See training insert for class information.

Supervised *Voting*

Supervised Voting is undetermined at this time. More information will be forthcoming.

BALLOT BOX

Mike Hogan, Duval County Supervisor of Elections

105 East Monroe Street
Jacksonville, FL 32202
(904) 630-1414
www.duval elections.com

2020 Elections Calendar

Primary Election

August 18, 2020

Books close

July 20, 2020

General Election

November 3, 2020

Books close

October 5, 2020

Important Information

All poll workers are required to have their temperature taken at our training check-in tent located outside our election center prior to entering the building.

Poll workers are required to wear masks during training. See training insert inside for more information.



“Our mission is to preserve
the liberty and the right
to vote for all citizens
by providing honest, fair,
accurate and accessible
elections with transparency
and integrity.”

– Mike Hogan

Mike's Message

Everybody expected 2020 would be a donnybrook of an election year however, no one predicted a worldwide pandemic – WOW!

“WOW” also describes the work you did in the March 2020 Presidential Preference Primary. You were able to cope with distractions surrounding the virus, the loss of six precincts and the absence of over 100 of your fellow Poll Workers on Election Day - yet you still pulled off a perfect election.

One of my gravest concerns during the 2020 March PPP was your health. To our knowledge only one of our Poll Workers came down with the virus. This colleague did everything right, from timely calling us, to informing us of his/her testing positive, to his/her providing feedback and news of full recovery. Because of his/her swift feedback we were able to alert every voter that had voted on Election Day in precinct 608. I received numerous emails and phone calls from voters in 608 thanking us for informing them so quickly.

August and November elections are right around the corner and we need everyone to be ready. At the present time we do not know what kind of election we will perform. There are three different choices the Governor can choose from: 1. He could choose an all mail ballot election, which would mean no Early Voting or Election Day voting. 2. He could choose a modified version of our standard election style which would extend Early Voting from 14 days to 22 days. In addition, we would use fewer Election Day precincts and would open up Voting Centers and utilize standard Vote-By-Mail. 3. The Governor could choose a standard Florida election cycle which means we would send out mail ballots to those voters who requested them, we would be open 14 days for Early Voting and would perform Election Day Precinct voting.

Our staff has had to plan on all three different styles as we must be ready to execute whichever method the Governor chooses. Personally, I do not believe it will be a mail ballot only election. Given the way things are changing regarding the pandemic, I suspect we will conduct our traditional election style but its components will be different as we will have to ratchet up our health and safety protection for you and our voters.

You will experience those new health prevention measures during training as we will have smaller classes, will honor social distancing, will provide face masks, hand sanitizers and wipes. We will also super clean after each class.

It is very important that you let us know if you're going to be able to work the August and November elections. We recently surveyed all of you by email to get an idea of how many of you are going to be with us in August and November. Some have not responded. If you got the email please respond quickly. For those of you who did not get an email please call us as soon as possible.

Our Training for the August Election will start on June 9th 2020. Please sign up for the August classes ASAP. When you arrive for your class training you will notice that we will be honoring social distancing during the signing-in process – so please arrive early. It's important you read this Ballot Box in it's entirety for additional COVID-19 training safety precautions.

If you have any questions, send them by email or text to John Libby and or Autumn Cato.

I look forward to seeing you all.

Yours Very Truly

Mike Hogan
Supervisor of Elections