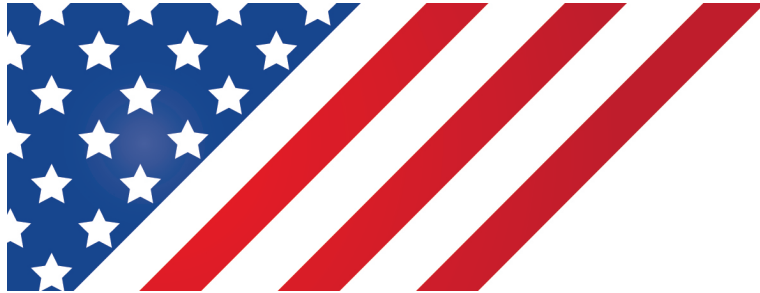


Kankakee County Clerk

ELECTION JUDGE NEWSLETTER

February 2017



February 28, 2017
Consolidated Primary Election
Democratic Primary for City of Kankakee

April 4, 2017
Consolidated Election
All polling places in the county will be open

ELECTIONS IN 2017

The consolidated elections of 2017 are upon us as we prepare to elect candidates for townships, municipalities (cities and villages), and library, park and school boards. The Iroquois-Kankakee Regional school trustees and Community College trustees will also be elected. The two elections this year will be the February 28th Consolidated Primary and the April 4th Consolidated Election.

The February primary election is for the Democratic nominee for Mayor of the City of Kankakee. This will be the only race on the ballot and is open only to voters in the City of Kankakee who are declaring themselves to be a Democrat. This is projected to be an election with a low voter turnout, so some of the precincts that are partially contained in the city will be combined with other adjoining precincts. Affected voters will be notified before the election. No other polling places in the county will be open.

The April 4th Consolidated Election will be held to elect office holders for units of local government and schools. There are two public questions that will appear on the ballot initiated by the Kankakee County Board. The first question seeks to raise the sales tax by a quarter (1/4) cent for public safety. It is a binding resolution which means that, if passed, it will go into effect. The second question is advisory and will ask the voters if they wish to reduce the size of the county board.

While turnout in odd-year elections is a fraction of the presidential election, odd-year elections are of no less importance as we will elect people who determine the amount of taxes we pay, set local laws and have a great impact on our children's education.

Due to the many different ballot styles in each precinct, this is a much more complicated election than a general election in even-numbered years. Multiple ballot styles appear because of the many boundaries of the jurisdictions that overlap in each precinct. For example, a precinct may contain two or more wards. Many precincts have more than one school, park or library district whose boundaries overlap. Additionally, a precinct may have a portion of their voters living in a village where other voters are in an unincorporated area.

All precincts have more than one ballot style, and some have as many as eight ballot styles, making it very important that you be aware of the different ballots you may have. With the E-Pollbooks, however; matching each voter with his or her appropriate ballot style is easier because the ballot style number is printed on the ballot slip.

For the most part, all procedures will remain the same as the November 8, 2016 election, including registering people to vote on the E-pollbook. Two very important points to remember when registering people to vote or updating their existing registration are to please take your time to make sure the data you are entering is accurate and to **always confirm all spelling within the registration with the voter.** We did receive a few registrations where partial data was entered, or the name was not spelled correctly. For example, the last name of one voter was Stevenson, but the data was entered as Stevens. This data is being entered in the voter rolls, so accuracy is critical. Thanks for taking the extra time to make sure everything is correct!

ELECTION JUDGE REFRESHER COURSES FOR 2017

Due to the success of the November 8, 2016 elections, there will be limited but specific training offered for the February 28 and April 4 Consolidated Elections.

February 28 Election:

The February 28 Consolidated Primary Election is for the City of Kankakee Democratic primary only. There will be 12 precincts open in the city. Election review will be held **February 21st at 1:30 p.m. or February 22nd at 5:30 p.m.** Classes are at 189 E. Court St., Kankakee on the fourth floor in the County Board Room. If you need to review the touch screen or E-Pollbook, call our office and we can set up individual training for you.

April 4 Election:

A 90 minute refresher course for the April 4th election will be offered on Tuesday, March 21, at 6 p.m. or Wednesday, March 22, at 2 p.m. in the Kankakee Community College auditorium to answer the many questions that are unique to this more difficult consolidated election. We will focus particularly on answering questions regarding multiple ballot styles, a brief review of poll pads, and lessons learned from our experiences during the presidential election. This 90 minute refresher course will be useful in addressing election day issues. Each election is no less important than any other, so we will want to do our best to make sure every voter is processed efficiently and correctly. Our online training will also be available for anyone who wishes to review or revisit any portion of election classes.

Practice Makes Perfect:

Any judge who would like a refresher on E-Pollbook and/or touchscreen may contact our office at (815) 937-2990 to arrange an appointment. Appointments will be available March 16-18 and March 27-29. Training sessions last approximately 30 minutes. If you have a specific question about the E-Pollbooks, email our office at countyclerk@k3county.net and we can incorporate it into our KCC training.

POLLING PLACE CHANGES FOR FEBRUARY 28 CONSOLIDATED PRIMARY

NOT OPEN	CITY OF KANKAKEE VOTERS WILL VOTE HERE INSTEAD
Limestone #4 Limestone Township Library 2701 W. Tower Rd., Kankakee	Kankakee #4 Kankakee County Health Department 2390 W. Station St., Kankakee
Aroma #1 CR Auto Group 2400 E. Court St., Kankakee	Kankakee #15 Kankakee County Housing Authority 185 N. St. Joseph, Kankakee
Otto #1 Joint Armed Forces Reserve Center 1191 E. 4000 S Rd., Kankakee	Kankakee #2 St. Paul's Lutheran Church 348 E. Merchant St., Kankakee
Bourbonnais #8 Bradley Village Hall 147 S. Michigan, Bradley	Kankakee #12 KVPD Recreation Center 150 N. Indiana Ave., Kankakee
Bourbonnais #11 River Valley Christian Fellowship 800 Cardinal Dr., Bradley	Kankakee #15 Kankakee County Housing Authority 185 N. St. Joseph, Kankakee

APRIL CONSOLIDATED ELECTION: All polling places will be open throughout the county.

NOVEMBER 8, 2016 ELECTION RECAP

Election judges in Kankakee County performed their duties admirably as a large number of citizens (73.71% of registered voters) exercised their constitutional right to vote on November 8, 2016. This turnout is typical for a presidential election. Election officials in other parts of the state also had a similar experience.

As election judges, we know the results of our precinct polling place, but often do not know how other polling locations fared. To give you an idea of results throughout the county, here are some statistics that include data from the early voting sites:

EARLY VOTING: Early voting for this election was an all time high as 12,841 people in Kankakee County cast their ballot before Election Day. Our previous high was 8,562 ballots cast during the 2012 presidential election. Almost 27% of the ballots cast in Kankakee County for the presidential election were before polls opened on November 8. That seems like a lot, but many counties around us are starting to see close to a 40% early voting turnout as political parties and campaigns make efforts to encourage this practice.

Convenience also plays a role in higher turnout for early voting. People could vote at any of the three early voting locations, regardless of where they reside within the county. Early voting sites in Manteno (Leo Hassett Building) and Bourbonnais (Community Building) were selected because they are in more populated areas with large precincts, thereby reducing crowds and long lines on Election Day. Voters in these locations cast their ballots using touch screen machines. At the County Clerk's office, voters could choose to vote using either the paper ballot or touch screen.

ELECTION DAY IN THE OFFICE: Starting eight days before Election Day, the County Clerk's office was open from 8:30 a.m. to 7 p.m. during the week. We were also open on the Saturday and Sunday before the election. The day before the election, we were in the office until 9:30 p.m. and back at it on Election Day before 5 a.m.

The closer we came to Election Day, the larger the crowds grew in the office. On November 7th, the day before the election, we had 985 people cast their ballot in the County Clerk's office.

People who were not registered to vote were allowed to register and vote through the close of the polls. Here are the numbers of people who registered and voted on Election Day by township. We also registered and voted 185 people in our office on Election Day.

Same day registrations by township

Aroma Park: 55	Bourbonnais: 562	Essex: 13	Ganeer: 38
Kankakee: 341	Limestone: 82	Manteno: 128	Momence: 35
Norton: 18	Otto: 26	Pembroke: 39	Pilot: 29
Rockville: 10	Salina: 17	St. Anne: 36	Sumner: 8
Yellowhead: 39			

ELECTION DAY IN THE POLLING PLACE:

E-Pollbooks: The E-Pollbooks were critical in the successful implementation of same day registration. Thank you for your acceptance, willingness, and skill in using this equipment. As a result of this technology, we are able to track voter activity. Every minute, from the time the polls opened at 6:00 a.m. until they closed at 7:00 p.m., someone in Kankakee County was checking in to vote. The busiest time was from 4 p.m. to 5 p.m. when nearly 3500 voters countywide checked in to vote.

County Clerk employees responded to 110 instant messages on the E-Pollbooks. We hope the instant messaging feature was a help to you and it allowed for prompt responses to answer important questions. In addition to the 110 instant messages, our office staff also answered 791 calls from election judges on Election Day.

When you consider the new laws that were implemented, the new technology that was used, and the number of different issues that we faced it is truly a strong statement when we say that Election Day in Kankakee County was a huge success. Thank you for your hard work, patience, and dedication to your ongoing service as an election judge.

Voter turnout by township

Aroma Park: 77.18%	Bourbonnais: 74.77%	Essex: 78.44%	Ganeer: 69.35%
Kankakee: 66.24%	Limestone: 79.98%	Manteno: 74.78%	Momence: 71.70%
Norton: 73.72%	Otto: 75.70%	Pembroke: 60.99%	Pilot: 80.63%
Rockville: 78.85%	Salina: 80.39%	St. Anne: 73.45%	Sumner: 75.33%
Yellowhead: 78.85%			

ELECTION CALENDARS FOR 2017

Consolidated Primary Election - February 28, 2017

This is an election for the Democratic Party in the City of Kankakee

January 19, 2017	First day that a ballot will be mailed to voters First day to vote early at the County Clerk's office
January 31, 2017	Voter registration closes for the City of Kankakee
February 1, 2017	Grace period registration and voting begins
February 12, 2017	Last day to register to vote online
February 21, 2017	Election Judge Refresher 1:30 p.m. County Board Room
February 22, 2017	Election Judge Refresher 5:30 p.m. County Board Room Public Testing of the Tabulating Equipment
February 23, 2017	Last day to receive a request for a ballot by mail
February 27, 2017	Last day to vote early in the County Clerk's office
February 28, 2017	Election Day and last day to vote by grace period registration and voting

People who did not register to vote by the deadline of January 31 may register and vote through grace period registration and voting in the County Clerk's Office or precinct polling place through 7 p.m. on Election Day. Two forms of identification are required.

Consolidated Election - April 4, 2017

January 4, 2017	First day to apply for a mail ballot Early voting will begin as soon as ballots are available after the Feb. 28 primary election.
March 7, 2017	Close of voter registration
March 8, 2017	First day for grace period registration and voting at the County Clerk's Office
March 19, 2017	Last day to register to vote online through the State Board of Elections website
March 21, 2017	Election Judge Refresher Course 6 p.m. KCC Auditorium
March 22, 2017	Election Judge Refresher Course 2 p.m. KCC Auditorium
March 29, 2017	Public Testing of the Tabulating Equipment
March 30, 2017	Last day to receive a request for a ballot by mail
April 3, 2017	Last day to vote early
April 4, 2017	Election Day/Last day for grace period registration and voting

Please note: There will ***not*** be an election in November 2017. The next two elections will be March 20, 2018 and November 6, 2018.

On-line training is available to review any election judge procedures you may need. The link is below and your username is the last four digits of your social security number and the password is VOTE (in all caps). If you have an issue logging on, please contact our office.

Election Judge training link - <https://kankakee-il-new.training.clarityelections.com/>

MULTIPLE BALLOT STYLES FOR APRIL

BALLOT STYLES -

Ballot styles are an important part of the Consolidated Election.

E-pollpads make it easier to identify the proper ballot to be issued because the ballot style number is listed on the ballot application for each voter.

Election judges must issue the ballot that corresponds to the ballot style number listed on the ballot application. See examples below:

Ballot Application -

04/04/2017 8:34am

2017 CONSOLIDATED ELECTION
MOMENCE POLICE STATION

John Doe
189 E. Court St.
Momence, IL 60954

VOTER ID 003456
PRECINCT 0502
SPLIT 06

BALLOT STYLE

10 ←

Ballot Heading -


OFFICIAL BALLOT
CONSOLIDATED ELECTION
APRIL 4, 2017

Bruce Clark
Bruce Clark, County Clerk

MOMENCE #2 - STYLE 10 ←

Judge's Initials _____

KANKAKEE COUNTY, ILLINOIS

To vote, darken the oval to the LEFT of your choice, like this . To cast a write-in vote, darken the oval to the LEFT of the blank space provided and write the candidate's name in that space. For specific information, refer to the card of instruction posted in the voting booth. If you mis-spot, deface or erroneously mark this ballot, return it to the election judge and obtain another.

Ballot Application -

04/04/2017 8:34am

2017 CONSOLIDATED ELECTION
MOMENCE POLICE STATION

Jane Doe
186 W. Court St.
Momence, IL 60954

VOTER ID 008468
PRECINCT 0502
SPLIT 06

BALLOT STYLE

11 ←

Ballot Heading -


OFFICIAL BALLOT
CONSOLIDATED ELECTION
APRIL 4, 2017

Bruce Clark
Bruce Clark, County Clerk

MOMENCE #2 - STYLE 11 ←

Judge's Initials _____

KANKAKEE COUNTY, ILLINOIS

To vote, darken the oval to the LEFT of your choice, like this . To cast a write-in vote, darken the oval to the LEFT of the blank space provided and write the candidate's name in that space. For specific information, refer to the card of instruction posted in the voting booth. If you mis-spot, deface or erroneously mark this ballot, return it to the election judge and obtain another.

HELPFUL HINTS FOR A SUCCESSFUL ELECTION

The following suggestions have been gathered from various people including election judges, voters and staff in an effort to keep the voting process running smoothly on Election Day.

- Assignments have gone out in the mail to judges in the Kankakee precincts for the February 28th election. Assignments for the April 4th election should go out in the mail the first or second week in March.
- If you are not working in the precinct where you are registered to vote, plan to vote before Election Day either by mail or early voting in our office.
- When you set up the day or evening before, ensure you have a safe and orderly flow for voter traffic with an adequate number of booths. E-Pollbooks must be set up in a way that avoids trip hazards. Velcro strips, special tape, and longer cords will be provided to assist with this.
- Where feasible, use tables with privacy screens for voting. This also allows you to accommodate people with disabilities and provides additional voting areas.
- After unloading your election material, park a distance away from the entrance to your polling place to allow voters easy access to enter your building.
- Be knowledgeable about different ballot styles you may or may not have in your precinct. Every ballot style is a unique combination of offices, so it is critical you issue the voter the ballot style that corresponds to the number on their ballot application.
- Always protect the secrecy of every voter's ballot by ensuring you have and use ballot privacy covers.
- If a new person is assigned to your polling place, help them along by taking time to make contact with them before Election Day and always work together as a team.
- **Everyone who is not an election judge or voter must have credentials in the polling place and sign in and out on the pollwatcher envelope.**
- Have your manuals that were given to you in November on hand in case you need to reference them.
- Update the tracking sheet at the designated times, making sure that the numbers on the optical scan and touch screen (also include any voters in the process of voting) match the number of voters checked in.
- Complete all paperwork at the end of the night.

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- On-line training is available to review any election judge procedures you may need. The link is below and your username is the last four digits of your social security number and the password is VOTE (in all caps). If you have an issue logging on, please contact our office.
 - Election Judge training link - <https://kankakee-il-new.training.clarityelections.com/>

Email me any other suggestions that we can pass along to others helping. Everyone have an enjoyable day! Thank you!

Bruce Clark
County Clerk
bclark@k3county.net

RETURN THIS SLIP BY MARCH 1, 2017

NEXT ELECTION - APRIL 4, 2017 - CONSOLIDATED ELECTION

PLEASE PRINT

Name

Address

Phone Number(s) _____ (Home/Cell)

_____ (Home/Cell)

Email Address

Will you work the April 4, 2017 Consolidated Election? Yes No

Mail to: Kankakee County Clerk • 189 E. Court St., Kankakee, IL 60901 or

email to: countyclerk@k3county.net



**YOUR
VOTE
COUNTS**



Kankakee County Clerk
Bruce Clark
189 Court Street
Kankakee, IL 60901

Non Profit
US Postage
Kankakee, IL
PI 184

“You are always welcome at your County Clerk’s office”

We would like to thank CSL Behring, Olivet Nazarene University and the Chamber of Commerce for their participation in the “Champions of Democracy” initiative. Their participation in this program contributed to our successful November election!

The employees of the County Clerk’s office work hard to make your election day run as smoothly as possible and would like to thank you for your service.

Bruce Clark, County Clerk

Dan Hendrickson, Chief Deputy

Deputies: Carla Anderson, Laurie Mullett, Felicia Fatima, Linda Settle, Mike Hofman, Lindsay Jones, Rachel Burton, and Kim Williams