

Working Elections During COVID-19

Your Service is Important & Appreciated

Working this election means **putting yourself at an increased risk of contracting and spreading COVID-19.**

It also means **protecting our democracy from a pandemic.**

- While you may have engaged in activities like grocery shopping, going to a park without a mask, or dining outside, working this election increases your risk of exposure due to the number of potential interactions and the time in proximity of others
- This training will help you limit your personal risk and help you limit the risk for people voting in your polling place
- Your health and safety are important to us



Thank you for serving in this election!

Program Outline

- 1** Staying Healthy Before Election Day
- 2** Reducing Airborne Transmission in a Polling Place
- 3** Reducing Surface Transmission in a Polling Place
- 4** Potential Election Day Scenarios
- 5** Taking Care of Yourself on Election Day

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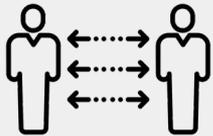
Staying Healthy Before Election Day

How Does Coronavirus Spread?

Airborne transmission

occurs when virus in the air gets into the body

- Reduce risk of spread by:
 - Practicing physical distancing
 - Wearing face coverings and masks



Surface transmission

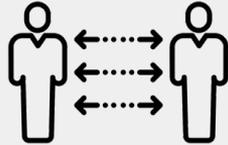
occurs when virus on an object or surface gets into the body

- Reduce risk of spread by:
 - Washing or sanitizing hands
 - Disinfecting objects and surfaces



Before Election Day: Keeping Yourself Healthy

Practice physical distancing
of 6 feet, both at work and
away from work



Wash hands frequently

- Scrub with soap and water
for at least 20 seconds



Use face coverings or masks
to cover mouth and nose



Use hand sanitizer with at
least 70% isopropyl alcohol



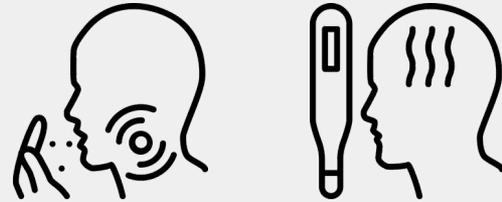
Knowing When You're Sick

Don't come to work if you or someone you live with have been recently diagnosed with COVID-19

Don't come to work if you have symptoms of COVID-19

- Frequent Cough
- Fever
- Difficulty Breathing
- Chills
- Muscle Pain
- Headache
- Sore Throat
- Recent Loss of Taste or Smell

- Self-screen at home, including taking temperature and/or symptom checks
- Seek medical attention if symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face



Inform your election admin ASAP if you know you cannot work

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Reducing Airborne Transmission in a Polling Place

Reducing Airborne Exposure: **Physical Distancing and Masks**

**Between you and
other poll workers
or observers**

Most control:
can establish and
enforce boundaries

**Between you
and voters**

Medium control: can
establish boundaries,
but cannot enforce
voter compliance

**Between voters
and each other**

Medium control: can
establish boundaries,
but cannot enforce
voter compliance

**Greatest public
health issue**

You & Other Poll Workers/Observers: **Space**

Setup workstations at least 6 ft apart

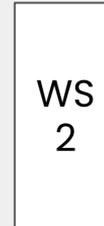
Workstation setup is the same, but with increased distance

Stagger poll worker breaks and mark 6ft zones in break areas to ensure physical distancing.

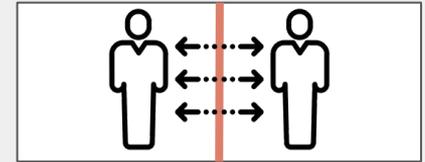
Manage observer numbers to ensure everyone has enough space to physically distance



6ft

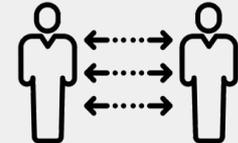


Break Area



— 6ft —

Observers



You & Other Poll Workers/Observers: **Interactions**

Limit time within 6 ft of each other

Keep close interactions to essential collaborative work like troubleshooting



Wear masks at all times while not on break



Election Day is long

Be mindful of “growing comfortable” and becoming complacent. Help remind each other of the safety precautions

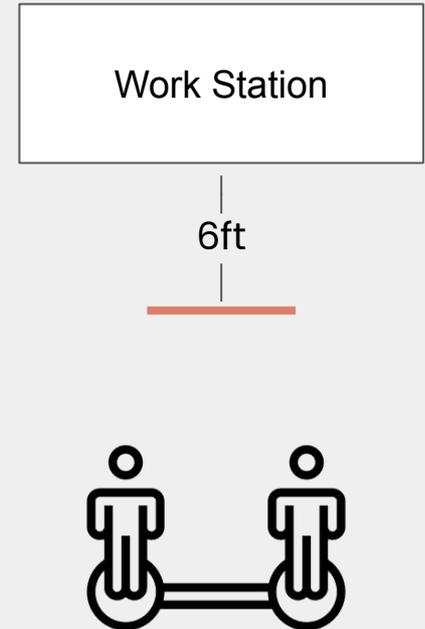


You and Voters

Mark “wait here” lines 6ft in front of workstations

**Have extended interactions between dividers
(such as plexiglass)**

When helping a voter, stand at least 6ft apart,
unless that prevents you from effectively assisting the voter



You and Voters: **Examples**



Houston on Tuesday, July 14, 2020



Oklahoma City on Tuesday, June 30, 2020

Voters and Each Other

Setup voting booths/machines 6ft apart.

Setup is the same, just the distances are greater

Delineate 6ft-apart lines for voting queue just as you've seen in grocery stores and elsewhere

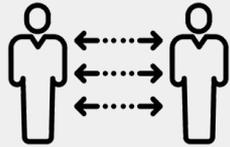
If possible, separate Entry and Exit and create one-way flow of traffic



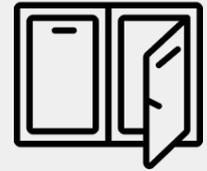
Remember: you must ensure all eligible voters can vote, even if non-compliant with COVID safety

In General

Practice physical distancing
of 6 feet from all people



Keep doors and windows
open, if weather permits



Use face coverings or masks
to cover mouth and nose



Use barriers when physical
distancing isn't possible



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**Reducing Surface
Transmission
in a Polling Place**

Supplies for Cleaning, Disinfecting & PPE

Your polling place should have

- Hand sanitizer or hand washing stations
- Disinfecting wipes and spray
- Disposable gloves
- Masks and other face coverings



Sanitation Station

One person (or a small team) may be put in charge of staffing the sanitation station and managing supplies for the polling site.

Be aware of the location of supplies at your polling site and communicate with your fellow poll workers about supply needs



Remember What People Touch

Frequently disinfect commonly used surfaces and tools

- Door Handles
- Voting Booths
- Pens and/or Styluses
- Voting/Activation Cards
- Voting Equipment



Disinfect **BEFORE** voting begins and at regular intervals **DURING** voting



Remember

If you're a returning poll worker, many procedures will be similar to what you've done in the past, but a lot of the layout and some procedures may be new or different, **which will require working differently than you have in the past**

Consistency in these COVID safety practices is key

Thousands of poll workers have worked elections under COVID conditions without getting sick. These practices are proven methods for reducing the airborne and surface transmission of COVID-19, and implementing them will help keep you and voters safe

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Potential Scenarios on Election Day

Keep In Mind

1. It can be harder to hear each other and understand what people are saying when masks or face coverings are being worn
 - a. Masks muffle voices and distort words
 - b. Masks prevent people from seeing mouths/lips for additional info like lip reading and emotional cues
2. Voters/observers might have more questions than normal
3. Stress levels may be higher

If Tensions Run High

1. **Reassure** voters that you are protecting their right to vote
2. **Slow down** and remain calm. Repeat what you heard slowly or ask voter to repeat themselves, even if you heard them
3. **Check in** with fellow poll workers for advice or support
4. **Ask for help**, if you feel threatened at any point, and **call the authorities** or your election administrator

| |
|---------------------|
| Reassure |
| Slow down |
| Check in |
| Ask for help |

Scenario 1: **Voter forgot PPE**

How would you handle this?

Reassure

Slow down

Check in

Ask for help

Scenario 1: **Voter forgot PPE**

1. **Reassure them they will still get to vote**
 - a. “Hi. I noticed you don’t have a face covering. Do not worry, you will still get to vote as normal.”
2. If supplies allow, offer one.
 - a. “We have some extras, would you like one?”

| |
|---------------------|
| Reassure |
| Slow down |
| Check in |
| Ask for help |

Scenario 2: **Voter refuses face cover**

How would you handle this?

Reassure

Slow down

Check in

Ask for help

Scenario 2: Voter refuses face cover

1. **Slow down.** Take an extra moment before responding or ask for clarification.
 - a. "I hear that you do not want to wear a face covering."
 - b. "No problem. You don't need a face covering to vote."
2. Reassure them again.
 - a. "As I said, you will get to vote like everyone else. There is no problem."
3. Ask them to give voters around them space.
 - a. "Do you mind giving voters around you a few extra feet of space?"

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|---------------------|
| Reassure |
| Slow down |
| Check in |
| Ask for help |

Scenario 3: **Voters are arguing**

How would you handle this?

Reassure

Slow down

Check in

Ask for help

Scenario 3: Voters are arguing

1. **Check in** with another poll worker and ask for support, since there are multiple parties
2. Talk to each voter 1:1, separately
3. **Reassure** each and **slow them down**
 - a. "Do no worry, you will get to vote."
 - b. "Can you help me understand what's happening?"
4. Ask them to disengage
 - a. "Please give each other space."

| |
|---------------------|
| Reassure |
| Slow down |
| Check in |
| Ask for help |

Scenario 4: **There is disruption**

Follow your existing safety guidelines for when to seek additional help from your election administrator or law enforcement.

COVID-specific examples:

- Bullying, harassment or intimidation regarding a voter's choice to wear or not wear PPE
- Electioneering related to COVID safety practices
- Prohibiting the implementation of COVID safety practices
 - Not respecting physical distancing
 - Removing or destroying protective barriers
 - Etc.

| |
|---------------------|
| Reassure |
| Slow down |
| Check in |
| Ask for help |

Keep In Mind

Mild tension should be expected, but **escalation is rare**

Millions of voters have voted peacefully under COVID conditions

We trust that you are capable of handling most scenarios, and are ready to support you in scenarios that are beyond your capability.

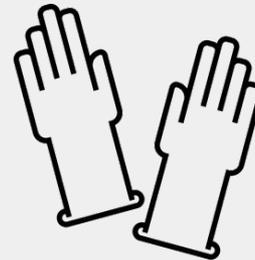
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**Taking Care
of Yourself
on Election Day**

Use of Personal Protective Equipment

Masks/Face Coverings

- Cover both mouth and nose
- Wash hands before and after use or adjustment
- Avoid touching the eyes, nose, or mouth



Gloves

- Wash hands before putting gloves on and after removing them
- Only wear gloves when cleaning or disinfecting

Bathrooms

How to use the bathroom without compromising safety

1. If wearing disposable gloves, throw them out, but maintain face covering
2. Wash/sanitize hands before using the bathroom
3. Use the bathroom as normal
 - a. If you have disinfecting wipes in the bathroom, wipe down surfaces you will be touching
4. Wash hands thoroughly again (for at least 20 seconds) or use sanitizer
5. Put new gloves on (if wearing for your specific tasks)

Breaks

Try to stagger breaks with your fellow poll workers

We know the camaraderie of an election is a big benefit, but staggering breaks helps promote physical distancing

Do not share food or bring communal food/potluck meals

We understand that this can be disappointing or inconvenient, but it helps reduce risk of COVID transmission

Take breaks in fresh air

If weather permits, go outside. If not, try to be near an open door or window

Take your protective gear off (if safe to do so)

When safe and possible, take off your protective gear to give your body a break. Wearing a mask, gloves or face shield for multiple hours can be tiring

When You Get Home

- Throw out any disposable masks, gloves or other PPE you did not discard before leaving the polling place
- Remove your clothing and set aside what you wore to be washed (including reusable masks or face coverings)
- Consider showering right away
- **Be more mindful of physical distancing for 2 weeks**
- **If you develop symptoms of COVID-19 or test positive within 2 weeks, inform your election administrator and fellow poll workers**



Final Thoughts: **Remember**

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|----------------------------------------------------|
| Maintain 6 ft of physical distancing from everyone |
| Continually wash and/or sanitize hands |
| Wear your PPE properly and consistently |

Take care of yourself and each other.

**Thank you for serving in this election
and protecting our democracy!**

Please Send Us Feedback

If you have thoughts on suggestions for changes to this training, or if you'd like to share how you used it in your jurisdiction, please email us at:

healthypolls@dschool.stanford.edu