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VoteHamiltonCountyOhio.gov



Hamilton County Board of Elections: Partners in Democracy

Dear Administrator,

We are writing to request your assistance in recruiting your employees to serve as poll workers through Hamilton County Board of Election's "Partners in Democracy" Program! The Hamilton County Board of Elections is looking to expand upon our partnerships with local public and private offices to assist in providing a skilled workforce at each polling location in Hamilton County on Election Day.

As the election process becomes more technologically sophisticated, it is critical that Poll Workers be able to understand and apply new technologies. Your employees are an exceptional source of trained, adaptable, and tech-savvy workers, and we believe they will make excellent poll workers.

What does it take to be a "Partner in Democracy"? We are asking you to make available the information enclosed with this letter to your employees and to inform them of the ways they can sign up to be a Hamilton County Poll Worker, as well as to provide incentives if your organization so chooses.

Participants in the program would work as Precinct Election Officials (PEOs). A PEO is a trained election worker whose duties include setting up polling locations and processing voters. PEOs are compensated for training, set up, and Election Day work—and Hamilton County employees may be eligible for both their agency's daily compensation as well as the Board of Election's pay, and without having to take a vacation day or LWOP. **Some county departments offer an additional personal day as well!**

We have enclosed materials outlining the project with forms that can be used by your employees. We hope we can count on your participation. Please contact the Board of Elections with any questions.

Sincerely,

Sherry Poland
Director

Raquel Burgos
Deputy Director



Hamilton County Board of Elections partners with local organizations and businesses to recruit Precinct Election Officials.

We would like to thank you for your leadership in Community Service. We hope you will consider becoming one of our **Partners in Democracy**.

Precinct Election Officials (PEOs) Needed

The Hamilton County Board of Elections (BOE) is looking to build partnerships with local public and private offices to assist in providing a skilled workforce at polling locations all around Hamilton County on Election Day.

As the election process becomes more technologically advanced, it is critical that poll workers be able to understand and apply these new technologies. Private and public sector employees are an exceptional source of trained, adaptable, and tech-savvy workers to meet this ongoing need. PEOs are compensated for training and Election Day work—and Hamilton County employees may be eligible for both their agency's daily compensation as well as the Board of Election's pay, and without having to take a vacation day or LWOP. Some county agencies also offer an additional personal day as well!

WHAT we are asking your organization . . .

To be a Partner in Democracy with the BOE by making information available to your employees about working the polls. This can be accomplished in many ways and we are available to meet with you to see how we can Partner Up. Employers and agencies may choose to provide additional incentives to their workforce.

WHO can be a PEO

Must be a registered voter in Hamilton County, Ohio

Must be able to read and write the English language

Must have transportation to the polling place and to the training classes

NOT be a candidate for any office to be voted on at the polling place in the current election

NOT be a convicted felon

HOW to become a PEO

Complete the attached PEO application and mail to our office at 4700 Smith Road, Cincinnati, OH 45212, or download and complete an online application from our website:

VoteHamiltonCountyOhio.gov

For more information, please contact us at

(513) 946-8505 Kyle.Dallman@boe.hamiltoncountyohio.gov

(513) 946-8504 Olivia.Jacob@boe.hamiltoncountyohio.gov



Precinct Election Official (PEO) Application & Information Sheet

Return Completed Form to: Board of Elections, 4700 Smith Road, Cincinnati, OH 45212 Or Fax to: (513) 744-9038

Questions? Call or email us at:

(513) 946-8504 Olivia.Jacob@boe.hamiltoncountyohio.gov

(513) 946-8505 Kyle.Dallman@boe.hamiltoncountyohio.gov

Name: _____

Address: _____

Do you use a different Mailing Address or PO Box? ____ Yes ____ No

If Yes, Mailing Address or PO Box: _____

Email Address: _____ @ _____

Phone Numbers: Home _____

Work _____

Cell _____ Can you receive texts? ____ Yes ____ No

Do you have a car? ____ Yes ____ No

Company/Organization: _____

OR Hamilton County Agency: _____

Voting Location Manager (VLM): Pick up supplies for the election on the Saturday before the election at a location near the polling place; coordinate all activities at the polling place for the Monday Night Organizational Meeting and throughout Election Day; report any problems to the Board of Elections; return the ballots and supplies to the Ballot Drop Off Location.

Voting Location Deputy (VLD): (a person of the opposite party as the VLM) Assist the VLM with all responsibilities and procedures at the polling place on Monday night and Election Day; must accompany the VLM, in the same car, to the Ballot Drop Off location. May also pick up supplies on the Saturday before the election, if needed.

Precinct Election Official (PEO): Participate in all activities at the Monday Night Organizational Meeting and on Election Day, assist the VLM and instruct each voter about the voting procedures at the polling place.

Will you serve as Voting Location Manager, if needed? ____ Yes ____ No (You must have independent transportation)

Are you willing to serve at a precinct other than your home precinct? ____ Yes ____ No

Are you willing to serve at a precinct in a nearby community? ____ Yes ____ No

Training 3.5 hours. Monday Night Organizational Meeting 6:30-8:30pm. Election Day 5:30am—9pm

Pay: \$225.00 (PEO); \$245.00 (VLD); \$275.00 (VLM)

BY SIGNING THIS FORM, I HEREBY STATE THAT I HAVE NEVER BEEN CONVICTED OF A FELONY, OR THAT MY CONVICTION HAS BEEN REVERSED, EXPUNGED, OR PARDONED

X

SIGNATURE

DATE



The Hamilton County Board of Elections needs YOU

Serve your Community as a Hamilton County **Precinct Election Official (PEO)**

WHAT is a PEO

PEOs are trained election workers whose duties include setting up polls and processing voters. PEOs are compensated for training, Monday night set-up, and Tuesday, Election Day work.

WHO can be a PEO

Must be a registered and active voter in Hamilton County, Ohio

Must be able to read and write the English language

Must have transportation to the polling place and to the training classes

NOT be a candidate for any office to be voted on at the polling place at the election

NOT be a convicted felon

WHAT time is involved

Training Class 3.5 hr class offered Mon-Sat, mornings, afternoons & evenings for new poll workers; 2 hr class offered certain days and times for qualifying poll workers

Monday Night Organizational Meeting 6:30pm – 8:30pm

Election Day 5:30am - 9pm

HOW MUCH am I paid

PEOs make from \$225.00 (regular poll worker), \$245.00 (Voting Location Deputies), up to \$275.00 (Voting Location Managers). This includes attending a training class, then the Monday Night Meeting and Election Day.

HOW to become a PEO

Obtain a PEO application from your Company/Organization Contact and mail to our office at the address below or download an application from our website. For more information, please contact us at (513) 946-8505 or (513) 946-8504

(Note: Additional Promotional Materials are available, including posters and brochures. Please contact us or visit our website to learn more!)





Are you a BOCC (Board of County Commissioners) Employee?

County Employees under the BOCC (Board of County Commissioners) of Hamilton County, Ohio receive numerous benefits for signing up to work the polls as a PEO.

Benefits Include:

- 1) The employee's regular base rate of pay for Election Day
- 2) Compensation provided by the Board of Elections for serving as a PEO (\$225 - \$275, depending on assignment)
- 3) A personal holiday credited to their accrued leave bank

Who is Under the BOCC?

- | | | |
|---------------------------------|---|------------------|
| • Accessibility Advisory Board | • Earthworks | • Public Library |
| • America 250 | • EIAC | • RPC |
| • Board of Building Appeals | • Elderly Services Program Advisory Council | • BOR |
| • Board of Building Standards | • Hospital Commission | • River City |
| • CMHA | • Integrating Committee | • RZC |
| • Commission on Women and Girls | • JFS | • Solid Waste |
| • CDAC | • Land Reutilization Corp. | • SORTA |
| • CFA | • MHRS | • Storm Drainage |
| • County Law Library | • OneOhio Region 2 Recovery Foundation | • Storm Water |
| • DDS | • Oral Health Coalition | • TIRC |
| | • Port Authority | • TLRC |
| | | • TID |
| | | • VSC |

Cooperating Agencies Include:

- | | |
|---------------------------|---|
| • Prosecutor's Office | • Common Pleas, Municipal, Juvenile, and Domestic Relation Courts |
| • Public Defenders Office | |
| • Clerk of Courts | |

How To Sign Up and Receive Benefits? Simply complete the application found earlier in this packet! If you have any questions, please reach out to Kyle or Olivia at 513-946-8505 / 513-946-8504.