

November 3, 2020 General Election In-person Voting Location Plan

County: Whitley Total Pages in Plan: 4

*** Please fill out this page and the accompanying form (feel free to make copies if necessary). If you feel any attachments (maps, photos, etc.) will be useful in showcasing your plan, please attach those as well. ***

Is This an Amendment to an Existing Plan? N

If Yes, Please Explain Amendment: _____

Narrative Explanation of County Plan:

5-Week Early Voting Williamsburg & Coeburn Offices
3- Saturdays Early Voting
County Board Will Meet AS Needed to Count Votes
Drop Box At the Williamsburg & Coeburn, Locations
2- Polling Places for Election Day

**RETURN ALL DOCUMENTS TO SBE BY FAX: 502-573-4369 or 502-696-1952
OR BY EMAIL: KAREN.SELLERS@KY.GOV BEFORE SEPTEMBER 30,2020.**

*** Office Use Only ***

Seen and Approved By: SBE _____ SOS _____ GOV _____



TO: STATE BOARD OF ELECTIONS

FROM: WHITLEY COUNTY BOARD OF ELECTIONS

RE: COUNTING PROCEDURES FOR ABSENTEE VOTING BY MAIL & DROP BOX

DATE: AUGUST 31, 2020

TO WHOM IT MAY CONCERN:

THE FOLLOWING IS THE CONTINGENCY PLAN FOR THE WHITLEY COUNTY BOARD OF ELECTIONS TO PROCESS ABSENTEE VOTES BY MAIL AND BY DROP BOX.

CONTINGENCY PLAN

A REPRESENTATIVE FROM THE WHITLEY COUNTY SHERIFF'S OFFICE WILL BE RESPONSIBLE FOR OBTAINING THE BALLOTS FROM THE DROP-BOX LOCATED IN OUR WILLIAMSBURG AND CORBIN LOCATIONS EVERY MONDAY AFTERNOON. THERE WILL BE A VERIFICATION FORM AT BOTH LOCATIONS FOR THE DATE, TIME, NUMBER OF BALLOTS REMOVED FROM DROP-BOX, AND THE SIGNATURE OF THE 2 INDIVIDUAL'S CHECKING THE BOX.

EVERY TUESDAY MORNING, A DEPUTY CLERK WITH THE WHITLEY COUNTY CLERK'S OFFICE, WILL TIME CLOCK THE OUTER ENVELOPE OF THE BALLOT AND THE DEPUTY WILL PROCESS THE BALLOT EITHER BY SCANNING THE BAR CODE OR PROCESSING THE BALLOT IN THE VRS SYSTEM.

ONCE THE BALLOTS HAVE BEEN PROCESSED, THE COUNTY BOARD OF ELECTION OFFICIALS WILL OPEN ALL BALLOTS AND SCAN THEM INTO THE MAIL-IN ESCAN MACHINE LOCATED IN THE ELECTION DEPARTMENT AT THE WHITLEY COUNTY CLERK'S OFFICE.

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2020 General Election Early Voting Locations

** These locations do not need to be approved, though the emergency regulation states that SBE and SOS will help counties publicize early voting locations. Completing this form makes that possible.

| Name of Location | Address of Location | Dates/Times Available |
|------------------------|---|---|
| Whitley Co. Courthouse | 200 Main St. Williamsburg, Ky. 40769 | 9-28-20 / 11-02-2020 Mon-8:00-5:30 Tue/Friday 8:00-4:30 |
| Corbin City Hall | 805 S. main St. Corbin, Ky 40701 | 9-28/20 / 11-02-2020 Mon-Friday 8:00-4:00 |
| | | * Saturday both Locations * |
| | | 10-17, 10-24, & 10-31 8:00 - 4:00 |
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| Facility Name/Type <small>*Please Note Which Facility Will Serve as County-wide Voting Center*</small> | Address | Type & Number of Voting Machines | Number of poll workers needed to staff |
|--|---|---|---|
| Whitley Co. High School | 350 Boulevard of Champions Williamsburg, Ky. 40769 | 3 - E-SCAN 1 - E-Slate | 8 |
| Corbin Primary School | 3551 5th St. Rd Corbin, Ky. 40701 | 3 - E-SCAN 1 - E-slate | 8 |
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