



Commonwealth of Kentucky

County Election Planning Report

County Name	
Daviss County	
Election	
November 5, 2024 General Election	
Person Completing this Form	
Name	Kelli Shively
Title	Election Supervisor
Phone	270-685-8434 ext. 3237

For in-person voting on Election Day, the County Board of Elections will (check one):

Consolidate precincts and precinct election officers (Requires Form SBE 74);

Utilize the same consolidation plan that was used in a previous election (Requires previous Form SBE 74); or

Open all existing precincts.

Excused in-person absentee voting will occur (check one):

Within the County Clerk's office; or

In another location within the county (Requires Form SBE 74).

No-excuse in-person absentee voting will occur (check one):

Within the County Clerk's office; or

In another location within the county (Requires Form SBE 74).

Absentee ballot drop-boxes will be located (minimum of one location required):

Daviss County Courthouse, 212 Saint Ann St, Owensboro, Ky 42303

I have attached:

All required Form SBE 74 sheets

Relevant Maps

Supplemental Narrative

Lashie A. McCarty

Signature

Date

2024 Daviess County Primary Election Plan
Revised-7/1/2024.

Ballots

All ballots will be set up “Party/Precinct/Other Code during the Primary Election and for “Precinct/Other Code” during the General Election. This will allow for statistical data to be gathered for candidates, political parties, and researchers.

Mail-In Absentee Voting

We requested that during the peak period of the Presidential Election mail-in absentee voting (6 weeks out from a primary or general election) that Daviess County Fiscal Court add 6 temporary workers (at least one Republican and one Democrat) to our team. The workers will assist the Election Department with answering phones, taking requests for mail-in ballots, assisting in preparing the ballots and mailing these ballots out, along with tracking and receiving them. The Board of Elections, depending on the volume of mail-in absentee ballots, may use 1 (or more) individuals to complete the Mail-In Absentee process.

The mail-in ballots will be sent to individuals who meet the KRS required reasons for requesting a mail-in absentee ballot. We will utilize the portal and the label tracking system to keep up with these ballots. As ballots are returned, the Election Department staff will inspect signatures. If the signature can be easily verified, it will be “accepted,” and if it can’t be determined, the ballot will be sent to the Board for review. The Board, with assistance, if necessary, will begin opening, processing, and scanning ballots at the earliest time allowed by statute.

In-House Absentee Voting

This will be conducted in Room 107 of the Courthouse. This will be available to individuals who meet the specific requirements to vote by in-house absentee. In-House absentee voting will take place starting the day after the online portal closes until the day before the no-excuse early voting begins. This will entail 6 total business days from 8:30am to 4:00pm.

Early Voting

We will hold “no excuse” early voting during the hours of 8:00AM to 4:00PM on the Thursday, Friday, and Saturday prior to Election Day in one dedicated location at the Owensboro Sportscenter. This would provide 24 hours of early voting (as required) where anyone can vote prior to Election Day. We will set up 10 check-in stations and support staff to handle voters over the course of the 3 days. We will staff this location with up to 35 workers per day managed by at least two coordinators from our office. At least one individual will be stationed at the Clerk’s Office to address issues while this site is active. At the location, we will have a computer that will allow the manager(s) to have access to the voter registration system for searches and problem-solving issues as well.

Election Day

On Election Day, we will have 14 voting centers where anyone in the County can choose a voting location that is convenient for them. To make this possible, we will have a predetermined number of ballots for certain precincts and styles for the smaller vote centers preprinted and distributed to those select locations. In addition, we will have a ballot on-demand printing device for these centers as a backup. The larger city vote centers will have ballot on-demand printing devices (one per clerk) as their source of ballots. This is to eliminate the guesswork of number of ballots along with types of ballots to order in city locations, which vary each election, unlike the smaller county locations that stay more consistent.

At each voting center, we will station a predetermined number of E-Pollbook check-in stations based on the estimated turnout in the voting center area. Each smaller vote center will be equipped with 2 ballot printing devices, at least 1 ballot marking device (ADA compliant), and at least 2 scanning devices. The larger vote centers will have a ballot printing device per clerk (4-10), at least 1 ballot marking device, and 4-8 scanners. We will train members of our office to be the managers of a location for the day.

Flow: Voters will enter and be directed to a line by a precinct sheriff who is responsible for making sure lines move smoothly. Voters will then progress to an E-Pollbook check-in station where they will present their IDs, sign the E-Pollbook, and are handed their appropriate ballot from the clerk who has double-checked the ballot with the ballot judge and E-Pollbook. If a voter has an issue, an office staff member will be sent over to assist, or they will be sent to a "help desk". If a voter needs physical assistance, he or she will have two options: be directed to the ADA/DUO machine where a trained poll worker will set it up for them to mark their ballot electronically or sit at an ADA compliant Poll Star booth to manually mark their ballot with a pen. All voters without issues or assistance will be given their correct ballot, proceed to an open booth to mark the ballot, scan their marked ballot into a ballot scanner, then receive an "I Voted" sticker and leave the voting center.

Voting Center Locations:

1. Owensboro Sportscenter (Early Voting/Election Day)
2. Owensboro Christian Church (Community Center Entrance E)
3. Third Baptist Church (Gym)
4. Yellow Creek Baptist Church (Gym)
5. HIS Church (Entrance/Lobby)
6. Daviess County Middle School (Cafeteria)
7. Audubon Elementary (Gym)
8. Whitesville Baptist Church (Event Hall)
9. Saint Martin's Catholic Church (Parish Hall)
10. Abundant Life (Event Hall)
11. Saint Mary Magdalene Catholic Church (Parish Hall)
12. Mary Carrico Catholic School (Gym)
13. Saint Anthony's Catholic Church (Parish Hall)
14. HL Neblett Community Center (Gym)

End of Night

At the close of voting, our managers will be responsible for collecting vDrives that hold the results, making sure that all equipment is secure and broken down as best as possible, as well as making sure the summary results are posted on the designated area of the building at each location. The manager will make sure that all proper documentation is completed and that the vDrives are securely placed and sealed in their proper envelopes. One Republican and one Democratic representative will then deliver the envelopes, secured in the Red Tally Bag, to the Daviess County Clerk's Office. Upon delivery of the package, the Republican and Democratic representative will hand the bag to the clerk's office staff who will open the envelopes, remove the vDrives, and check to make sure everything required was returned. If all items are accounted for, the Republican and Democratic Reps will sign and date a check-in sheet to verify all was received. The vDrives will then be taken to the IT department who will pull the results from them. These results will be loaded onto a local website and uploaded to the State as the vDrives are checked in.



Commonwealth of Kentucky

Petition to Consolidate Precincts and Precinct Election Officers

County Name	
Daviss County	
Election	Dates of Voting
General Election	November 5, 2024
Person Completing this Form	
Name	Kelli Shively
Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Daviss County Middle
Address	3901 Fairview Dr.
Type	School
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
4	Verity Scanner
2	Verity Duo
7	Verity Print

Precincts in Voting Location	
Precinct name	Number of registered voters
All	77,652

Narrative Plan (please attach additional sheets if needed)

1.) Why is this consolidation of these precincts desirable?
 This is the same plan used in the last election

This location is large enough to accommodate more voters, It's strategically located and there is ample parking and we have the option to use this facility every election.

2.) In what manner will Precinct Officers be assigned?
 This location will be fully staffed with election officials

In addition to a full staff of election officials, a county clerk staff member will work all day to assist poll workers and voters.

3.) How will the voting location be publicized to voters? How will the location be noted as a "Vote Center?"

Newspaper ads, several social media outlets, signs and flags

4.) How will the voting location serve as a focal point to meet the needs of a diverse community?

This location is well known and conveniently located.



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Daviness County	
Election	Dates of Voting
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Person Completing this Form	
Name	Kelli Shively
Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Audubon Elementary
Address	300 Worthington Rd.
Type	School
Number of Parking Spaces	Sufficient Parking Spaces?
100+	Yes
Voting Equipment to be Used	
Number	Type of equipment
4	Verity Scanner
2	Verity Duo
6	Verity Print

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Precinct name	Number of registered voters
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Name	Kelli Shively
Title	Election Supervisor
About Voting Location	
<i>Example: Tullip Poplar High, 123 Main Street, County High School</i>	
Name	His Church
Address	4810 Frederica St.
Type	Church
Number of Parking Spaces	Sufficient Parking Spaces?
100+	Yes
Voting Equipment to be Used	
Number	Type of equipment
4	Verity Scanner
1	Verity Duo
5	Verity Print

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Name	Kelli Shively
Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Yellow Creek Baptist
Address	5741 Highway 144
Type	Church
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
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Name	Kelli Shively
Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	HL Neblett
Address	801 W 5th St.
Type	Community Center
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
3	Verity Scanner
1	Verity Duo
2	Verity Print

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Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Saint Martins
Address	5856 Highway 81
Type	Parish Hall
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
3	Verity Scanner
1	Verity Duo
3	Verity Print

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Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Abundant Life
Address	6601 US Highway 231
Type	Church
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
3	Verity Scanner
1	Verity Duo
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Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Saint Mary Magdelene
Address	7232 Highway 56
Type	Parish Hall
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
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1	Verity Duo
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Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Whitesville Baptist
Address	10167 Highway 54
Type	Church
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
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1	Verity Duo
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Title	Election Supervisor
About Voting Location	
<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Mary Carrico
Address	9546 Highway 144
Type	School
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
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<i>Example: Tulip Poplar High, 123 Main Street, County High School</i>	
Name	Saint Anthony's
Address	261 Saint Anthony Rd
Type	Parish Hall
Number of Parking Spaces	Sufficient Parking Spaces?
50+	Yes
Voting Equipment to be Used	
Number	Type of equipment
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1	Verity Duo
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