#### 2023 Daviess County Primary Election Plan Revised-1/17/2023

#### **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 mail-in absentee voting (6 weeks out from a primary or general election) that Daviess County Fiscal Court add at least one Republican and one Democrat temporary worker 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 these 2 (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 8:00am 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 8 check-in stations and support staff to handle voters over the course of the 3 days. We will staff this location with up to 30 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 1 ballot printing device, 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 (4-8), 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 moves 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. 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
- 2. Owensboro Christian Church (Community Center)
- 3. Third Baptist Church (Gym)
- 4. Yellow Creek Baptist Church (Gym)
- 5. Legacy Church (Entrance/Lobby)
- 6. Daviess County Middle School (Cafeteria)
- 7. Audubon Elementary (Gym)
- 8. Whitesville Baptist Church (Event Hall)
- 9. St. Martin's Catholic Church (Parish Hall)
- 10. Masonville Baptist Church (Event Hall)
- 11. St. Mary Magdalene Catholic Church (Parish Hall)
- 12. Mary Carrico Catholic School (Gym)
- 13. Utica Fire Department
- 14. H.L. 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.



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DAVIESS				
Dates of Voting				
Y MAY 16, 2023				
ompleting this Form				
KELLI SHIVELY				
ELECTION SUPERVISOR				
270-685-8434 EXT 3237				
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School				
MASONVILLE BAPTIST				
6601 US HIGHWAY 231				
CHURCH				
quipment to be Used				
Type of equipment				
SCANNER				
ADA/DUO				
VERITY PRINT				

Precincts in Voting Location					
Precinct name	Number of registered voters				
ALL	79,165				

N	larrat	ive I	Plan	(please attach	additional she	ets ij	f needed)

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

THIS LOCATION IS LARGE ENOUGH TO ACCOMADATE MORE VOTERS AT PEAK TIMES, IT'S STRATEGICALLY LOCATED, THERE IS AMPLE PARKING AND WE HAVE THE OPTION TO USE THIS FACILITY IN THE FUTURE.

- 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 ALSO BE WORKING ALL DAY.

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

NEWSPAPER ADS, SOCIAL MEDIA, SIGNS, FLAGS

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



County N	lame				
DAVIESS					
Election	Dates of Voting				
PRIMAR	Y MAY 16, 2023				
Person C	ompleting this Form				
Name	KELLI SHIVELY				
Title	ELECTION SUPERVISOR				
Phone	270-685-8434 EXT 3237				
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School					
Name	WHITESVILLE BAPTIST				
Address	10167 HIGHWAY 54				
Туре	CHURCH				
Voting E	quipment to be Used				
Number	Type of equipment				
3	SCANNER				
1	ADA/DUO				
1	VERITY PRINT				

Precincts in Voting Location					
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DAVIESS					
Election	Dates of Voting				
PRIMAR	Y MAY 16, 2023				
Person C	ompleting this Form				
Name	KELLI SHIVELY				
Title	ELECTION SUPERVISOR				
Phone	270-685-8434 EXT 3237				
About Voting Location Example: Tulip Poplar High, 123 Main Street, County High School					
Name	MARY CARRICO				
Address	9546 HIGHWAY 144				
Туре	SCHOOL				
Voting E	quipment to be Used				
Number	Type of equipment				
3	SCANNER				
1	ADA/DUO				
1	VERITY PRINT				

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Precinct name	Number of registered voters				
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DAVIESS					
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PRIMAR	Y MAY 16, 2023				
Person C	ompleting this Form				
Name	KELLI SHIVELY				
Title	ELECTION SUPERVISOR				
Phone	270-685-8434 EXT. 3237				
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School					
Name	UTICA FIRE DEPARTMENT				
Address	146 HIGHWAY 140				
Туре	FIRE DEPARTMENT				
Voting E	quipment to be Used				
Number	Type of equipment				
2	SCANNERS				
1	ADA/ DUO				
1	VERITY PRINT				

Precincts in Voting Location					
Precinct name	Number of registered voters				
ALL	79,165				

N	larrat	ive	Plan	(please attach	additional	sheets ij	need	ed)

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	DAVIESS
Election	Dates of Voting
PRIMAR	Y MAY 16, 2023
Person C	ompleting this Form
Name	KELLI SHIVELY
Title	ELECTION SUPERVISOR
Phone	270-685-8434 EXT 3237
	oting Location ulip Poplar High, 123 Main Street, County High School
Name	HL NEBLETT
Address	801 W 5TH ST
Туре	COMMUNITY CENTER
Voting E	quipment to be Used
Number	Type of equipment
2	SCANNER
1	ADA/DUO
1	VERITY PRINT

Precincts in Voting	Precincts in Voting Location				
Precinct name	Number of registered voters				
ALL	79,165				

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	DAVIESS		
Election	Dates of Voting		
PRIMAR	Y MAY 16, 2023		
Person C	ompleting this Form		
Name	KELLI SHIVELY		
Title	ELECTION SUPERVISOR		
Phone	270-685-8434 EXT 3237		
	oting Location ulip Poplar High, 123 Main Street, County High School		
Name	OWENSBORO CHRISTIAN		
Address	2818 NEW HARTFORD RD		
Туре	CHURCH		
Voting E	quipment to be Used		
Number	Type of equipment		
6	SCANNER		
2	ADA/DUO		
6	VERITY PRINT		

Precincts in Voting Location				
Precinct name	Number of registered voters			
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OWENSBORO CHRISTIAN CHURCH IS A WELL KNOWN CONVENIENT LOCATION FOR EVERYONE.



County N	ame
	DAVIESS
Election	Dates of Voting
PRIMAR'	MAY 16, 2023
Person C	ompleting this Form
Name	KELLI SHIVELY
Title	ELECTION SUPERVISOR
Phone	270-685-8434 EXT 3237
	oting Location ulip Poplar High, 123 Main Street, County High School
Name	SPORTSCENTER
Address	1215 HICKMAN AVE
Туре	SPORTS FACILITY
Voting E	quipment to be Used
Number	Type of equipment
6	SCANNER
2	ADA/DUO
8	VERITY PRINT
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Precincts in Voting Location				
Precinct name	Number of registered voters			
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	DAVIESS
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PRIMAR	Y MAY 16, 2023
Person C	ompleting this Form
Name	KELLI SHIVELY
Title	ELECTION SUPERVISOR
Phone	270-685-8434 EXT 3237
	oting Location ulip Poplar High, 123 Main Street, County High School
Name	DAVIESS COUNTY MIDDLE
Address	3901 FAIRVIEW DR
Туре	SCHOOL
Voting E	quipment to be Used
Number	Type of equipment
4	SCANNER
1	ADA/DUO
6	VERITY PRINT

Precincts in Voting Location				
Precinct name	Number of registered voters			
ALL	79,165			

Narrative	Plan	(please attach additional sheets i	f needed)

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	DAVIESS		
Election	Dates of Voting		
PRIMAR	Y MAY 16, 2023		
Person C	ompleting this Form		
Name	KELLI SHIVELY		
Title	ELECTION SUPERVISOR		
Phone	270685-8434 EXT. 3237		
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School			
Name	THIRD BAPTIST CHURCH		
Address	527 ALLEN ST		
Туре	CHURCH		
Voting E	quipment to be Used		
Number	Type of equipment		
4	SCANNER		
1	ADA		
6	VERITY PRINT		
-			

Precincts in Voting Location				
Precinct name	Number of registered voters			
ALL	79,165			

Narrative P	<b>lan</b> (please attach	additional sheets if need	ied)

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THIRD BAPTIST IS A WELL KNOWN CONVENIENT LOCATION



County N	ame			
	DAVIESS			
Election	Dates of Voting			
PRIMAR'	Y MAY 16, 2023			
Person C	ompleting this Form			
Name	KELLI SHIVELY			
Title	ELECTION SUPERVISOR			
Phone	270-685-8434 EXT 3237			
About Vo	About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School			
Name	AUDUBON ELEMENTARY			
Address	300 WORTHINGTON RD			
Туре	SCHOOL			
Voting E	quipment to be Used			
Number	Type of equipment			
4	SCANNER			
1	ADA/DUO			
6	VERITY PRINT			

Precincts in Voting Location				
Precinct name	Number of registered voters			
ALL	79,165			

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	DAVIESS		
Election	Dates of Voting		
PRIMAR	Y MAY 16, 2023		
Person C	ompleting this Form		
Name	KELLI SHIVELY		
Title	ELECTION SUPERVISOR		
Phone	270-685-8434 EXT 3237		
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School			
Name	LEGACY		
Address	5333 FREDERICA ST		
Туре	CHURCH		
Voting E	quipment to be Used		
Number	Type of equipment		
4	SCANNER		
1	ADA/DUO		
4	VERITY PRINT		

Precincts in Voting Location				
Precinct name	Number of registered voters			
ALL	79,165			

N	larrati	ve	Plan	(please attach	additional	sheets if	needed)

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	DAVIESS		
Election	Dates of Voting		
PRIMAR	Y MAY 16, 2023		
Person C	ompleting this Form		
Name	KELLI SHIVELY		
Title	ELECTION SUPERVISOR		
Phone	270-685-8434 EXT 3237		
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School			
Name	YELLOW CREEK BAPTIST		
Address	5741 HIGHWAY 144		
Туре	CHURCH		
Voting E	quipment to be Used		
Number	Type of equipment		
4	SCANNER		
1	ADA/DUO		
4	VERITY PRINT		

Precincts in Voting Location					
Precinct name Number of registered vo					
ALL	79,165				

Narrative Pla	n (please attach d	additional sheets	if needed)

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County Name						
DAVIESS						
Election	Dates of Voting					
PRIMAR	Y MAY 16, 2023					
Person Completing this Form						
Name	KELLI SHIVELY					
Title	ELECTION SUPERVISOR					
Phone	270-685-8434 EXT 3237					
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School						
Name	SAINT MARTINS					
Address	5856 HIGHWAY 56					
Туре	PARRISH HALL					
Voting E	quipment to be Used					
Number	Type of equipment					
3	SCANNER					
1	ADA/DUO					
1	VERITY PRINT					

Precincts in Voting Location							
Precinct name	Number of registered voters						
ALL	79,165						

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Election	Dates of Voting						
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Person Completing this Form							
Name	KELLI SHIVELY						
Title	ELECTION SUPERVISOR						
Phone	270-685-8434 EXT 3237						
About Voting Location  Example: Tulip Poplar High, 123 Main Street, County High School							
Name	SAINT MARY MAGDELENE						
Address	7232 HIGHWAY 56						
Туре	PARRISH HALL						
Voting E	quipment to be Used						
Number	Type of equipment						
3	SCANNER						
1	ADA/DUO						
1	VERITY PRINT						

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