

## VOTE CENTER AND SATELLITE VOTE LOCATIONS

Effective for the 2022 Primary Election, *and all subsequent elections* Knox County plans to utilize 13 vote center locations. Indiana Code 3-11-18.1-6 requires one vote center per 10,000 active voters, but the Knox County Election Board plans to provide one vote center per roughly 2,000 active voters.

Current Voter Count:

- (A) Total number of registered voters within Knox County – 24,682
- (B) Total number of active voters within Knox County – 21,853
- (C) Total number of inactive voters in Knox County – 2,829

The following are suggested vote center locations to be opened on Election Day from 6 a.m. to 6 p.m. (The following locations will be reviewed and amended prior to each election cycle.)

1. The Wilson Center, 222 S. Bruceville Ave., Bicknell Indiana.
2. Oaktown Fire Station, 201 E. 3<sup>rd</sup> St, Oaktown, Indiana.
3. The Blue Jeans Center, 1242 Main St., Monroe City, Indiana.
4. Decker Fire Station, 101 Main Street, Decker, Indiana.
5. Wheatland Christian Church, 330 S State Road 550, Wheatland, Indiana.
6. Sandborn Community Center, Sandborn Park, Sandborn, Indiana.
7. Edwardsport Fire Station, 406 S 5<sup>th</sup> St., Edwardsport, Indiana.
8. Eagles Lodge, 1325 Willow St., Vincennes, Indiana.
9. Highland Woods Center, 1377 S. Hart St Road, Vincennes, Indiana.
10. Gregg Park Enclosed Shelter House, Gregg Park, Vincennes, Indiana.
11. Sally Port at Wabash Valley Regional Community Work Release, 135 8<sup>th</sup> St. Vincennes, Indiana.
12. Bruceville Fire Station, 5404 N State Road 67, Bruceville, Indiana.
13. Freelandville Community Center, 7 S, State Road 159, Freelandville, Indiana

The suggested satellite vote center locations to be open on the two Saturdays prior to the election from 8:00 a.m. – 3:00 p.m. are:

1. The Wilson Center, 222 S. Bruceville Ave., Bicknell, Indiana
2. The Blue Jeans Center, 1242 Main Street, Monroe City, Indiana.

Absentee voting will be at the Courthouse campus 28 days prior to Election including the two Saturdays prior to the Election.

NOTE: Voters from every precinct may vote at any location or satellite vote center location. Every ballot style for each precinct in Knox County will be available at each vote center and each satellite vote center (depending on the election, the number of ballot styles varies greatly; therefore, this plan does not attempt to provide a specific number of ballot styles). Each vote center and early vote center will be connected to all other vote centers or early vote centers in Knox County (as well as to the County Election Board) via electronic poll books connected via secured internet lines. At least two electronic poll book terminals will be available at each location. Each location, depending on the election, will also have at least one precinct election board, meaning an inspector, two clerks and two judges of opposite parties. (See Certification that each location above is accessible to voters with disabilities as required by the Help America.

Vote Act (HAVA) (population under 3,500.00) will each have a voting center. The County Election Board will encourage small towns to elect to have their town elections in the off-year election cycle beginning in 2022. This will provide additional economy in administering elections.

## **VOTING EQUIPMENT**

Knox County will continue using MicroVote Infinity machines. Because the MicroVote Infinity's are Direct Recording Electronic (DRE) machines, the requirement in Indiana Code 3-11-18.1-14 that requires ballots to be kept separately by precinct is easily met. Just as in traditional elections, at the end of the Election Day, votes will still be tallied and reported by precinct. *Voting machines will be picked up and delivered by a bipartisan team from each vote center. Machines will only be released to a bipartisan team.*

## **ELECTRONIC POLL BOOK**

Knox County will be using the KNOWiNK electronic pollbook from KNOWiNK Innovative Election Solutions. The electronic poll book will be securely connected to every vote center and the County Election Board at the Knox County Courthouse on Election Day. It will securely connect every satellite vote center and meets all standards set out by Indiana Law under IC 13-11-8-10.3.

## **ELECTRONIC POLL BOOK DESCRIPTION AND SECURITY DETAILS**

For the hardware, software and firmware used for the electronic pollbooks, Knox County will be utilizing the KNOWiNK Poll Pad.

The KNOWiNK pollbooks will only be accessible when a member of each party enters their secure password. The number of voters on the machines and the number of voters in the KNOWiNK pollbooks will be checked and balanced each day.

In the event of a power failure at each or one vote center, the voting machines and electronic pollbooks will be switched to battery backup. For obvious reasons, if the safety of voters and or poll workers is ever at risk, the Knox County Security Plan will go into effect with instructions from the Knox County Clerk, Knox County Election Board, Knox County EMA, and the Knox County Sheriff.

## **METHOD FOR PROVIDING DATA**

The KNOWiNK electronic pollbooks will enable election administrators at election central to print a list of voters who have voted by precinct. Reports can also be downloaded and emailed out.

## **SATELLITE VOTE CENTERS**

Satellite vote centers are sites that may be open during the 28-day period prior to each Election Day. Satellite vote centers are places where any voter in the county may vote early absentee-in-

person. As required under IC 3-11-18.1-4(17), Knox County will designate at least two satellite vote centers that will also be open for voting the two preceding Saturdays before Election Day.

## POLL WORKERS

Each satellite vote center and Election Day vote center will have at least one traditional precinct election board made up of an inspector, at least two clerks and two judges of opposite parties, depending on the election size and location of the vote center. All poll workers will be required to participate in a training program to be developed by the County Election Board. Poll workers who do not participate in the training program will not be allowed to work on election day. The County Election Board intends to provide compensation to poll workers who participate in training.

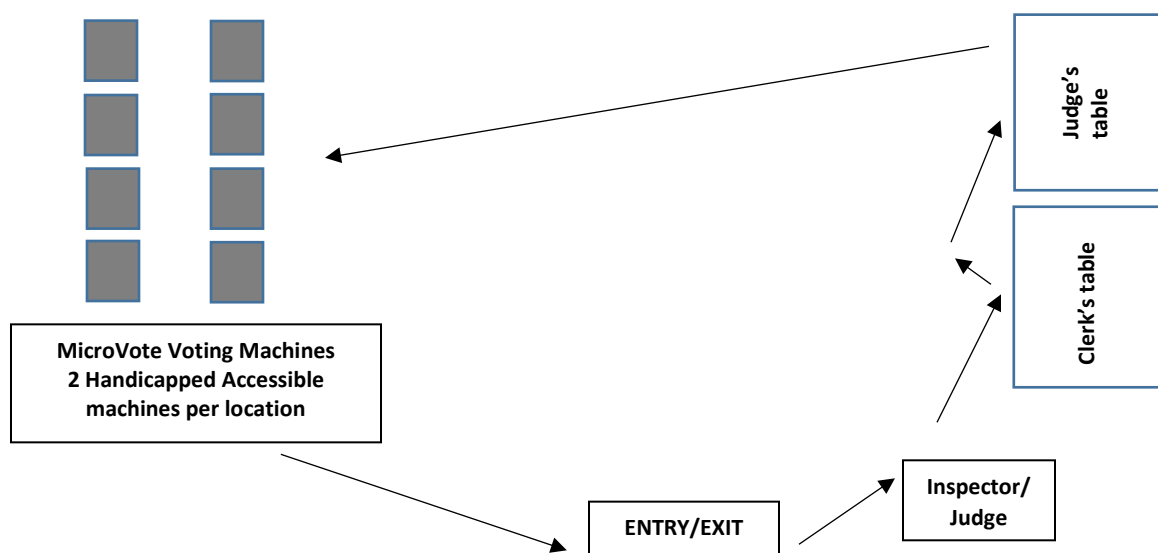
It is anticipated funding for this new training program will come from the savings produced by significant reduction in total election day workers needed for Voting Center operations. These same savings could also be utilized by the Election Board to increase compensation for election day workers, thereby enhancing efforts to attract and retain quality poll workers.

The number of workers, electronic poll books and voting machines sent to each location will be determined and may be changed by the County Election Board at their discretion.

## RESERVE POLL WORKERS

The attempt to reserve at least one reserve poll worker per each satellite and Election Day vote center will be retained. These workers will be trained the same as any other worker and paid for training accordingly. The reserve worker may work any vote center in any position according to party.

## VOTE CENTER SAMPLE LAYOUT



## **VOTER EDUCATION**

Knox County has a media and community outreach strategy that will involve press releases to newspapers and radio stations. In addition, we will use our county web site [knoxcountyin.gov](http://knoxcountyin.gov) to prepare Knox County Citizens for this change. Also, each voter in the county will receive a postcard in the mail prior to the initial election (2022 Primary Election) informing them of this change and where each vote center is located. We will also plan to attend community events where the Circuit Court Clerk will speak about the change.

## ***TRANSPORTATION TO POLLS***

Voters who are unable to provide their own transportation to the polls will be able to request transportation from Van Go, a public transportation provider in Knox County, Indiana. Vincennes Housing Authority has provided the County Election Board with a letter of intent to continue providing transportation to early voting sites for their residents. Also, the major political parties will provide transportation to the polls.

## **EMERGENCY RESPONSE**

The following narrative describes what would happen in case of an emergency during an election. The first responders to any emergency, either man-made or a natural event, are local citizens. Poll workers, volunteers, and police and fire personnel will be the first to identify the problem. The next level of response will come from the Knox County Commissioners and the Knox County Election Board in cooperation with the local emergency management agency. If deemed necessary by the County Commissioners, the Office of the Secretary of State's Election Division will be contacted for emergency assistance. In addition, any action taken either by the Office of the Governor or the Office of the Secretary of State may be taken in consultation with the Office of the Attorney General to ensure that interpretations of the laws are correct.

Five general situations exist in which decision-making may occur regarding the election process and activities in Knox County:

- Situation Normal – the status quo exists, and the process moves forward according to normal laws and procedures.
- Isolated Emergencies – individual precincts or parts of the county experience disruption to the election process and local agencies respond accordingly.
- Regional Emergencies – an emergency involving Knox County and neighboring counties exists and a state-level response is required.
- Catastrophic Emergencies inside Indiana – a large disaster exists that diverts the resources and attention of the citizenry and a state level response in cooperation with the federal government is required.
- Catastrophic Emergencies outside Indiana – a large disaster exists in the United States that diverts the resources and attention of the citizenry and a federal-level response is required.

The Knox County Commissioners have worked closely with the local Emergency Management Director, the county Sheriff, and local police and fire stations to ensure Knox County is prepared for emergencies. In addition, the Knox County Commissioners will be in close communication with the County Election Board should any emergency occur on or surrounding the election process. In this endeavor to be prepared for an emergency that could occur on or surrounding an Election Day, Knox County takes the following steps prior to each Election Day:

- Review IC 3-11-8-3.2 which outlines procedures for changing polling locations.
- Review of State's Quantity Purchasing Agreements (QPA) whereby Knox County may buy or lease emergency generators and other supplies.
- Contact is made with power companies to ensure all vote centers have power on Election Day.
- Voting machine vendor will have support staff in the field or by phone in the event of a disruption.
- In the event of a power failure at a vote center, the voting machines and e-poll books will be switched automatically to battery backup.
- In the event that the internet is inaccessible at a vote center location, the eligibility of a voter will be ascertained from records maintained by the Knox County Voter Registration office via telephone/cell phone.