

Election Judge News

Montgomery County Board of Elections
August 2014

Dates to Remember (General)

Deadline to Sign up to Work General
October 10, 2014

Voter Registration & Party Affiliation Deadline
October 14, 2014

Early Voting
October 23 - 30, 2014

Absentee Ballot Application Deadline
October 28, 2014

Chief Judge Briefings
Oct. 31 or Nov. 1, 2014

Chief Judge Supply Pickup
November 1, 2014

Pre-Election Meeting at Your Precinct
November 3, 2014

General Election Day!
November 4, 2014

The Primary Election was a **SUCCESS!** Thank you for doing a splendid job! After your dedicated work at the polls, we are hoping that you had an opportunity for some summer fun.

Stipend checks for the Primary were mailed on August 5, 2014. If you have not received your check by August 19, 2014, please let us know. Did you move after the Primary election? If you have not received your stipend check, please contact the post office servicing your old address before calling us. Be aware that it can take up to 4 weeks to replace lost checks.

We're still busy wrapping up the Primary Election: reviewing the voter's Comment Cards, your Peer-to-Peer surveys and the precinct's documentation in preparation for compiling the Precinct Performance Reports. Precinct Performance Reports will be mailed to all judges on August 11th so everyone will know how they did in the Primary Election. The report is a great feedback tool and a good way for the Board to know which areas need more focus during training.

Beginning August 15, 2014, judges will be able to schedule their hands-on training for the General Election. [Training classes begin on August 25, 2014](#). Hands-on training is required for all judges working the election. Judges who did not work the Primary Election will need to complete their Stage I online Training Quiz to be eligible to schedule hands-on training. (See more about training on page 4)

Don't delay – schedule TODAY!

In our August Newsletter

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- o General Election Training Information page 3-5
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- o Your Vote page 7

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Important Information

More Judges Needed - Do you have family, friends, or neighbors that might be interested in serving as an Election Judge? Spread the word about what you do or refer them to us for more information on this unique and vital volunteer opportunity. New applicants can sign up online by visiting our website at www.777vote.org.

Did you know that we are available to speak to groups and clubs about the Election Judge Program in Montgomery County? What about your group? Contact us at 240-777-8533 to request an Election Judge Recruiter for your next meeting.

Registration Changes – If you made changes to your voter registration (name, address, or party affiliation) when you completed your application and were notified to print, sign and submit the Confirmation Form, we must receive your signed form to process your application. Please fax the form to us at 240-777-8578. If you forget to print the form, you can log into the EJ Connection to print. It will be listed under “Actions” on the Election Judge dashboard.

Keeping Us Informed – Please keep your voter registration and contact information current. Phone numbers and email addresses will only be released to the Chief Judges for election related use. Notify us of any information changes by completing an Election Judge Personal Information Update Form, available on our website (login, click on “Resources”, then select “Update Contact Information”). Send your form by mail, email or fax.

Election Judges with Spanish Speaking Fluency are needed, as mandated by Section 203 of the 1975 Voting Rights Act. Call Dr. Gilberto Zelaya on 240-777-8532 for information or email gilberto.zelaya@montgomerycountymd.gov.

Working Early Voting

We are actively recruiting Election Judges for the General Election Early Voting October 23 – 30, 2014. Please consider serving one or more days as an Early Voting Election Judge. We need your help!

To be eligible for Early Voting you will need to:

- 1) Complete your Election Day hands-on training by Sept 10
- 2) Complete an Early Voting training class

Please notify your recruiter by email if you are interested in working Early Voting. Our contact information is on page 6.

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[Student Aides](#)

Future Vote Student Aides - School-age students, grades 6-12, can serve as Election Day student aides for the 2014 General election. The program's intent is to educate, strengthen and increase ties related to civic participation. Interested parents/guardians can register their student(s) [online](#) by visiting the Montgomery County Board of Elections' website. For additional information, email future.vote@montgomerycountymd.gov. Note that students over 17 years old are eligible to work as a full day Election Judge (and receive payment) or in the Future Vote Program (to earn SSL credits).

[Making a Difference](#)

Thank you to everyone who helped us collect several bins of non-perishable food for the Manna Food Center. We will start to collect food items again; beginning late August and continuing through mid-October to help meet the demand of ending hunger in Montgomery County. We hope you will consider bringing a non-perishable food donation to your Election Judge "Hands-on" training. [Manna Food Wish List](#)

[Training – What you need to know.](#)

- Training consists of two stages – Stage I is the online training quiz and Stage II is the in-person, hands-on training.
- Training Quiz - all judges will need to complete the training quiz before being able to schedule their hands-on training. Once you have passed the training quiz, your recruiter will provide you with information to schedule your hands-on training. [If you passed the quiz during the 2014 Primary Election, you do not need to take it again.](#)
- Need help logging in? Contact your recruiter to have your login information resent to you. Don't have a computer? Call 240-777-8533 to make an appointment to take the training quiz in-person at our Gaithersburg office.
- Coming to Training - arrive at least 15 minutes prior to your training class to allow time to find parking and to sign-in. You will not be allowed into the building until 30 minutes before the start of class.
- Want to work a different position during the General? Contact your Recruiter before scheduling your training to change your position.

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Stage I - Online Election Judge Training Quiz

This portion of the training has been designed to complement the hands-on training and to enhance your preparation for Election Day. Follow these steps:

Go to our Website

Click on this hyperlink www.777vote.org

Click on "Election Judges" to expand the list of selections. Click on "EJ Connection". Enter your Username and Password (as provided by BOE).

Once you are logged in, follow these steps

- 1) Click on "Training Materials" to open the Election Judge Manual
- 2) Click on and read Chapters 1 & 2 only
- 3) Click on and view the video "Assisting Voters with Disabilities"

When you feel ready to take the quiz

- 1) Log back into the Election Judge Program
- 2) Click on "Training Materials"
- 3) Click on "2014 Election Judge Training Quiz" to open the quiz
- 4) Follow the instructions for taking the quiz
- 5) We recommend that you keep a copy of your answers, so print the quiz before you hit Submit
- 6) When finished, click "Submit" to send the quiz to the Board of Elections. Only press the Submit button once.

Stage II - Hands-On Training

Hands-on training for the General Election is required for all judges, regardless of whether they worked the Primary Election or not. We will use our online scheduling feature for the hands-on training, allowing judges to select and schedule a class and location that best matches their schedule.

Most classes will be held at our Gaithersburg office. However, a limited number of classes will be held at three offsite locations:

- o Ana G Mendez University System in Wheaton (8/25 – 9/12)
- o Jane Lawton Community Recreation Center in Chevy Chase (9/8 – 9/13)
- o White Oak Community Recreation Center in Silver Spring (10/6 – 10/11)

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Stage II - Hands-On Training, continued

Class Formats

- Returning Judges – Worked in the June 24th Primary
This course is a full hands-on training which includes practice exercises at each station and on the voting equipment. It provides an opportunity for judges who have worked previous elections to demonstrate their ability to correctly perform the tasks for their assigned position. This course is for returning judges who have a complete understanding of the duties of their position and the voting equipment.
- New Judges – Brand new or did not work the June 24th Primary
This course is a combination of lecture and hands-on training to prepare new judges and returning judges who did not serve in the 2014 Primary. Students will receive instruction on the procedures and responsibilities of the precinct team and their specific position. Students will work individually and in pairs to complete practice exercises, forms and assemble/disassemble of the voting equipment.

We strongly encourage you to review each chapter of the Election Judge Manual, available online, prior to attending class.

Election Day Assignments

State law requires all judges to be trained to be eligible to serve. In order to ensure that we have enough judges assigned to every precinct, we ask that you complete your training as soon as possible, especially if you would like to work in your own voting precinct.

You will receive an email with your precinct assignment 7 to 10 days after you have completed training. Note that each precinct has a limited number of positions. Extra judges will be assigned to a nearby precinct or asked to serve as a Standby Judge.

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Contact Information

General Questions: call us at 240-777-8533 or fax us at 240-777-8578

Email: election.judge@montgomerycountymd.gov

Website: www.777vote.org

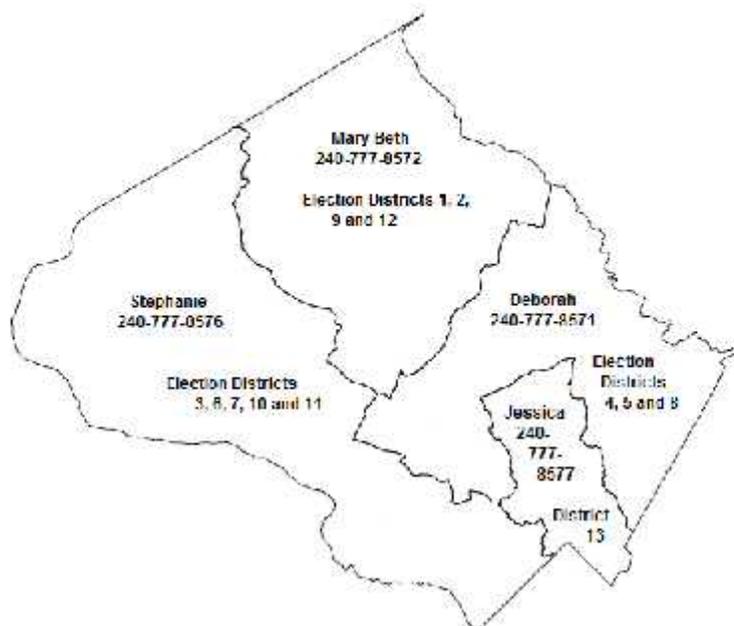
Mailing Address: Montgomery County Board of Elections, Election Judge Program,
P.O. Box 4710, Rockville, MD 20849-4710

Contact your Recruiter Directly

Please call the recruiter for your Election District-Precinct (example: 01-01 or 13-44). The Early Voting Centers are listed on the next page.

- MaryBeth Habel - Districts 1, 2, 9, and 12, Early Voting Centers 3 and 7
240-777-8572 Mary.habel@montgomerycountymd.gov
- Stephanie Milliner - Districts 3, 6, 7, 10, and 11, Early Voting Centers 6 and 8
240-777-8576 Stephanie.milliner@montgomerycountymd.gov
- Jessica Jones - District 13, Early Voting Centers 1, 5, and 9
240-777-8577 Jessica.jones@montgomerycountymd.gov
- Deborah Hamer - Districts 4, 5, and 8, Early Voting Centers 2 and 4
240-777-8571 Deborah.hamer@montgomerycountymd.gov

Montgomery County Board of Elections Election Judge Recruiter Regions



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Your Vote

All Election Judges are asked to vote by mail (Absentee Ballot) or during the Early Voting period. Judges not working in their own voting precinct must vote using one of these options.

- Vote by Mail – Complete, sign and submit an application by October 28, 2014. The Absentee office will send you the appropriate ballot to vote. Your ballot must be returned to the office or postmarked (by the Postal Service) by Election Day. Absentee ballots cannot be left at the polls for return to BOE, this is prohibited by Maryland law.
- Early Voting - Vote at one of the nine (9) Early Voting Centers located in Montgomery County from Thursday, October 23 through Thursday, October 30, 2014. Voting hours are from 10:00 a.m. to 8:00 p.m.
 - The Early Voting Centers are:
 - Mid-County Community Recreation Center (EV-1)
2004 Queensguard Road, Silver Spring, MD 20906
 - Executive Office Building (EV-2)
101 Monroe Street, Rockville, MD 20850
 - Germantown Community Recreation Center (EV-3)
18905 Kingsview Road, Germantown, MD 20874
 - Marilyn J. Praisner Community Center (EV-4)
14906 Old Columbia Pike, Burtonsville, MD 20866
 - Silver Spring Civic Building (EV-5)
One Veterans Place, Silver Spring, MD 20910
 - Activity Center at Bohrer Park (EV-6)
506 S. Frederick Avenue, Gaithersburg, MD 20877
 - Damascus Community Recreation Center (EV-7)
25520 Oak Drive, Damascus, MD 20872
 - Jane Lawton Community Recreation Center (EV-8)
4301 Willow Lane, Chevy Chase, MD 20815
 - Wheaton Community Recreation Center (EV-9)
11711 Georgia Avenue, Wheaton, MD 20902

Vote Early
Your Time Your Voice Your Vote