

Fact Sheet—COVID19

3/10/20	spoke with Doug O’Brien HHS in Chicago
3/11/20	spoke with BC E. Pritzl
3/12/20	spoke with Lisa Olson from DHS
3/12/20	Statement by Mayor
3/12/20	statement by fire department to cancel public outreach activities
3/12/20	conversations with Alders Steuer and Galvin re: City response Governor issues Executive Order #72 COVID-19 Emergency
3/12/20	notice to community (Mayor’s office) (PR) Absentee voting posts for social media
3/13/20	meeting with city, county, hospitals, gbaps regarding next steps and plan
3/13/20	ready-op notice sent to employees (name, email, phone) by Ch.Litton
3/14 to 3/22	Chief Smith out (but in town); Kevin Warych acting Chief
3/15	Green Bay Metro Suspended (PR)
3/15	Mayor Genrich asks staff to cancel all in-person meetings in city hall
3/16	Mayor Genrich issues emergency declaration
3/16	Public notified that city hall is open, but encouraging remote functions for staff and public (PR)
3/16	EIPAV Election postponed until 3/23
3/16	Employee-quarantine policy finalized
3/17	Special telephonic council meeting held Governor issues Emergency Order #5 Prohibiting Mass Gatherings of 10 people or more Council Approves Mayor’s Declaration of Emergency for City of Green Bay
3/18	Governor issues Emergency Order #7 (DWD regarding Unemployment Insurance) Governor issues Emergency Order #6 Restricting the size of Child Care Settings
3/19	Moved EIPAV to Transit M-F 10 am to 2 pm
3/20	Press conference w/ Appleton and Neenah to ask governor to change election
3/20	Senior staff meeting, EOC up and operating, may need staffing from law, dpw over weekend Governor issues Emergency Order #8 Updated Mass Gathering Ban 2 wards already do not have a polling location, and UWGB has notified the City that its facilities may not be available as well. Numerous other locations are identified as non-compliant with ADA standards, or may not be able to accommodate the public and the poll workers, if social distancing is implemented due to size of the building.
3/21	Governor Evers urges Wisconsinites to stay home. Only 54 poll workers who have indicated they are willing to work. Of those, only 11 are chief inspectors. Online registration reinstated by Judge Connelly. Not yet up and running.

<p>3/22</p>	<p>Per Mayor Genrich: Evers has mobilized the National Guard. They could help process.</p> <p>Per Clerk Teske: When working in the WisVote system (you have to be certified to work in it) it takes about 18 clicks to get the absentee labels to print. This doesn't include slapping the labels and stuffing the ballots (this part could be done by the National Guard). I would have to check with the WEC to see if there would be an easier way to produce the labels. Right now we have processed approximately 5,000 absentee ballots with about 2,000 more to go.</p> <p>Clerk's Office recognizes that additional poll workers are needed, however, new Chief inspectors would require even more training than new poll workers, yet the clerk's office is stretched too thinly to be able to accommodate the extra training needed.</p>
<p>3/23</p>	<p>GB Metro limited service resumes</p> <p>HR Director Joe Faulds asks other department heads to commit staff to helping the Clerk's Office.</p>
<p>3/24</p>	<p>Governor Evers Issue Emergency Order #12, "Safer at Home"</p>
<p>3/25</p>	<p>Calls to clerk's office moved to voice mail, staff answered phone calls XXX phone calls returned between 3/25 and 4/10</p> <p>Instructions created for taking phone calls</p> <p>FB post w/ FAQ about stay at home order</p> <p>Per Clerk Teske:</p> <p>As of today I have 77 poll workers who will work, 145 who will not work, and 44 who have not responded. As of 12:30 p.m. we have 5,537 absentee requests generated and 4,083 that need to be processed. Botanical Gardens will not let us have the polling location there. I have not called any other places. So now I have three wards without a home.</p>
<p>3/26</p>	<p>Calls to polling locations began to determine if they were in or out, 15 of 30 (not including transit) declined to have a polling location</p> <p>Volunteer list created, added onto from phone calls to main number</p> <p>Volunteers were communicated with and asked for email address</p> <p>Absentee ballot information posted on FB and press release</p>
<p>3/27</p>	<p>Gov. Evers called on Legislature to pass a bill to send absentee ballots all registered voters, and extend the time to count them.</p>
<p>3/28</p>	<p>Clerk Teske emailed the WEC notifying them that she called 2 weeks ago asking for faster ways to process absentee ballot requests, and notifying them she didn't believe they would be able to process all of the requests in time. Meagan responded that they had recently created a new report that may prove helpful, but Jodi Kitts stated she was told to hold off on sharing because it may not have been working correctly. No reply.</p>
<p>3/29</p>	<p>Kris sent out email asking poll workers if they were in or out</p> <p>Clerk Teske e-mails the WEC asking for assistance with getting city workers access to the WEC security system, checking in ballots, and regarding the public test. No reply.</p>

3/30	<p>WEC instructed Kris to take temperature of poll workers, plan for reduced number of polling locations gets solidified Reached out to school district for support to have polling at four high school gyms 39 poll workers said yes PD engaged to work the polls Absentee Ballot info posted on facebook State-extended last day of online registration City identifies temporary deputy clerk to conduct City Council Meeting so as not to pull Clerk or Deputy Clerk away from absentee ballots.</p> <p>WEC issues Election Day Checklist for COVID-19 Procedures The City of Green Bay has sent over 8,000 ballots out with 5,500 in the queue with more coming in.</p> <p>City Parks Shop begins work on cough guards for polling locations.</p>
3/31	<p>Agreement with school district executed 19 confirmed poll workers Called the Brown County Health Department to get parameters for setting parameters for setting up emergency polling locations (they referred us to the WEC guidelines). Talked to Justin at the county, who was very helpful in helping us determine parameters. Talked to Richard Rydecki at WEC who was also helpful in setting up parameters:</p> <ul style="list-style-type: none"> • ADA is non-negotiable • Fewer doors in/out are preferable • PPE (as much as possible) for poll workers • Line management is key • Cleaning important
4/1	<p>Changed message on 3000/3010 voicemail Council meeting</p> <ul style="list-style-type: none"> • • Update from Chief Litton •
4/2	<p>Conversation with Richard Rydecki and Megan Wolfe, city asked for 80 national guard, they said the coordination and training is through the county, that these are volunteer positions from the guard and that they would be in plain clothes Information about voting at high schools—press release EIPAV hours extended to 5 pm at GB Metro on 4/2 and 4/3 Judge Conley offers preliminary relief for election, absentee ballot time extended to 4/3 at 5 pm, no witness signature required and absentee ballots must be in by 4/13 at 4 pm.</p>
4/3	<p>County Clerk offered help, but only in terms of scanning ballots into WiscVote. Clerk needed to have labels printed for absentee ballots. City offered a printer and labels to the county to help print labels (which takes 18 clicks per label). County printed 0 labels. They did offer one employee for 2 or 3 days. They also</p>

	<p>offered to send over another employee who reported that he/she/they was sick.</p> <p>City considers alternative methods for delivering absentee ballots besides mail to ensure they are timely received. No viable options are identified which will comply with the social distancing mandate.</p> <p>County Clerk's Office offers assistance but declines to process absentee ballot requests due to not having a label printer. City offers dymo label printer to the County Clerk for use for this purpose.</p> <p>Governor identifies concerns with condensed polling locations in Milwaukee and Green Bay, however, no assistance is offered.</p>
4/4	
4/5	
4/5	<p>Clerk's Office is working over the weekend to fill the remaining 4000 absentee ballot requests.</p> <p>Per Clerk Teske: As of April 5, there have been approximately 17,000 absentee ballot requests and we have sent out approximately 13,000 to voters.</p> <p>3:59pm – City is notified by Rep. Steffens that the National Guard will be mobilized to help with the elections and in what capacity.</p>
4/6	<p>Morning Email from county clerk, forwarding information from WEC about national guard help, no direct instruction from the county clerk (we did end up with one national guard)</p> <p>Signs went up at all polling locations directing voters to east/west</p> <p>Information for bus riders to wear a face mask (per GB Metro, on FB)</p> <p>Took down resolution, Judge Conley's order and absentee ballot info from press releases</p> <p>Changed message on voice mail</p> <p>No changes in election preparation even though the Governor issued an order suspending in person voting.</p> <p>6:27pm – City learns that absentee ballots will not be accepted through the extended deadline. Absentee ballot requests are no longer being processed.</p> <p>7:00pm – City notifies the public that absentee ballots will not be accepted after the deadline unless postmarked on 4/7/2020.</p>
4/7	<p>Election day—9 poll workers at east, 10 poll workers at west</p> <p>3 election technicians, pd deployed, long lines, confusion over curbside voting, spoke to PD to clarify</p> <p>WEC confirms that absentee ballot requests can only be honored in the manner originally requested, i.e., ballots cannot be e-mailed if a physical ballot was requested.</p>

4/8	Getting absentee ballots counted, help from city hall staff, getting absentee ballots to other municipalities
4/9	Getting absentee ballots counted, help from city hall staff, getting absentee ballots to other municipalities City Council emergency meeting to discuss four issues: