

ELECTION CONNECTION

Prince William County Office of Elections

Conducting Fair and Transparent Elections for PWC

February 2023

Save the Date!

2023 Appointment Notice

Tuesday, February 28th, 2023

2023 Election Officer Appointments have been completed! Appointed officers will receive an email with their appointment for this oath period by February 28, 2023. Please respond to this email ASAP after receipt. All Officers must offically accept their appointment before they can be assigned to a precinct.

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Election Officer Appointment Process

- Each January, Election Officers are reviewed and nominated by the Prince William County Party Chairs for each political party.
- During the first week of February, these officers are officially approved for appointment to service by the Electoral Board.
- Appointment Letters are emailed to all officers in February. Officers must offically accept their appointment in order to be eligible to serve.
- After acceptance of service, officers are then eligible for assignment to precincts by Election Office staff.
- Election officers must complete training prior to EACH ELECTION.

Updates From the Office of Elections!

- The Office of Elections will be getting a new database for officer assignments and communications. We will also be developing a new online Officer Portal starting in 2023. Please be patient with us as we develop these processes and communicate requests for information updates.
- The PWC Electoral Board meeting notices and the Minutes are posted online.
- We have a new Communications Specialist, so look for our print and social media to expand in the near future!

Did You Know?

New state election laws that are passed, in any given year, are usually implemented July 1st, the start of the Virginia state fiscal year.

Staff must complete Logic and Accuracy (L&A) testing before each Election to test every single piece of election equipment and ensure it is ready and functioning properly for Election Day.

Election Certification processes (Canvass) can take a week to complete after Election Day.

Officer Highlight

Virginia Cantu

Officer Since: 2016

Position: Chief

Elections Served: 7



Virginia has been an Election Officer (EO) with Prince William County for many years. She served her first Election as a Chief Officer in the 2022 General Election and also led a brand new team, with 4 first-time officers and a first-time Assistant Chief. Nervous about the day and everyone's ability, including her own she made her number one priority to ensure that she was able to run a great election. Her second was to ensure that that all of her EOs had a great experience. "I wanted to be a good chief for them. Not only is it an important day for the voters, but it is an important day for the officers as well."

On Election Day, she ran her precinct flawlessly. She even welcomed a Girl Scout troop to give them a quick tour of the precinct and share the Elections process. At the end of the night, Virginia called all her officers into a huddle and thanked them for such an amazing day, for their dedication, and the great work that they did. She admitted that she got a little teary-eyed. "They did such a great job, and they made me very proud."

Virginia decided to become an election officer after voting at the Coles precinct and meeting the officers there. A self proclamimed "political junkie", for her the most rewarding part of being an election officer is simply being able to train election officers and work with them to make voting a great experience. "We all have something in common. And it's rewarding when you're able to successfully open and close a precinct and say, 'we did a great job today'. Because voting should be fun, it should be rewarding. You are dealing with such a great diversity of people on Election Day, all kinds of people, and you have to ask **'how do I make voting a great experience for them?'"**

Do you know someone who would make a great Election Officer?

Send them to **pwcvotes.org/electionofficer** to see all requirements and apply to serve.

First-Time Officer Testimonial

"I wanted to see how the sausage was made. Nothing inspires more confidence than seeing the election officers work so hard to make sure everything goes by the book! I will be back."- ***Andrew B***

Andrew broke his arm 24 days before the election and had to undergo emergency surgery. Despite the medical setback, he completed his officer training and served the entirety of Election Day.

He is a true champion!

2022 General Election Stats and Accomplishments

April 14, 2022
- Added **10 new precincts** to Prince William County, for a total of 103 after redistricting

June 27, 2022
- Recruited over **450 elections officers** over the summer

September 19, 2022
- Assigned approximately **400 officers** from each of the two major political parties
- Added **15 new Chiefs** and even more new Assistant Chiefs

September 23, 2022
- Coordinated **45 days** of early voting at 5 locations

October 12, 2022
- Held **90 Election Officer Training Classes and workshops**
- Trained and assigned **12 Special Assistants** for precinct support on Election Day
- Achieved assignment parity across all precincts

November 8, 2022
- Over **900 Elections Officers** worked on Election Day
- **Brought back the Page Program** after a hiatus during the Covid-19 Pandemic
- Processed over **2400 provisional ballots,** the most in Prince William County Elections history
- Coordinated over **50 officers** for Early Voting, Absentee Ballot Processing, Central Absentee Precinct, Canvass, and front office assistance

November 16, 2022
- Successfully certified the election in **7 days**

A Round of Applause

Thank you to Special Assistant Ted Z. for successfully rebuilding the Page Program this election. The Page Program was paused during the pandemic and we are so glad it has returned. Ted coordinated 40 Pages across various precincts and the program was a huge success!

The Prince William County Election Page Program is designed for high school students in Prince William County to observe and assist with the smooth execution of precinct operations and learn more about the election process. While they do not handle ballots, pollbooks, or voting machines, their assistance on Election Day is greatly appreciated and we are thrilled to have the program restored to Prince William County.



Moving Forward and Things to Improve

Thank you to all of our Chiefs who gave feedback at our after action meetings on November 21st and 28th and to all of our Election Officers who replied to our Election Feedback Surveys that were sent out on December 2nd.

Key takeaways that will continue to be improved for future elections:

Improvements to pollbook log-on instructions

Work with Chiefs on improving the closing paperwork process

Ensure that the future TallyPoint updates are bug free and allows the "drop-down" menu to be easily accessed

Provisional ballots will be issued in a green labeled envelope and eliminate duplicate logs

1A envelope box and issued provisional ballots envelope will now have green labels for easy identification.

Expand provisional training, as this is an increasing and necessary function of election day, to ensure all officers are comfortable in this process moving forward

Incorporate more hands-on exercises and practice into training

Very Important Payment Information

To All Election Officers,

If you are becoming an election officer for the first time, you must register with Mobius, the platform used by Prince William County to process payments.

If you are an existing officer, please review your account to make sure all information, such as banking and contact details, are up to date.

Follow the link below for both new registration and updating profiles. There are instruction links for each of these functions located below their respective buttons.

If you have any questions, please contact the Prince William County Vendor Team at 703-792-8060 or via email to financevendorrequests@pwcgov.org

Link To Mobius

A Special Thank You

To all officers who accepted promotions to ensure that our precincts were staffed with parity in their leadership.

To all election officers who assisted with our extensive training schedule on the new pollbook software.

To all the temporary staff who show up every election to make it all happen.

To the Prince William County Electoral Board, for their continued dedication and support.

To every single officer who served on Election Day.

We could not do it without YOU!

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