

Early Voting

Early Voting will be available prior to the December 7, 2021 First Special Unitary Election. All Poll Workers should either vote by mail or vote early!

2021-2022 Special Unitary Elections Calendar

First Special Unitary Election
December 7, 2021
Books close November 8, 2021

Special Unitary General Election
February 22, 2022
Books close January 24, 2022

STAFF EMAIL CONTACTS FOR POLL WORKERS USE. ALL POLL WORKERS ARE EXPECTED TO HAVE A FUNCTIONING EMAIL.

JOHN LIBBY – ELECTIONS SERVICES DIRECTOR	jlibby@coj.net
ANGELIA WIGGINS – EDUCATION SPECIALIST	awiggins@coj.net
AUTUMN CATO – EARLY VOTING	autumnf@coj.net
GREG CLARK - OUTREACH DIRECTOR	gaclark@coj.net
ROBERT PHILLIPS – CHIEF ELECTIONS OFFICER	phillips@coj.net
ARZADA HAYNES – VOTER SERVICES DIRECTOR	ahaynes@coj.net
DAVID HESTER – ELECTION CENTER AND FACILITIES DIRECTOR	dhester@coj.net
SOMMER SALLETTE – PAYROLL	shinson@coj.net



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MIKE HOGAN, Supervisor of Elections, 105 East Monroe Street, Jacksonville, FL 32202

The Poll Worker
BALLOT BOX

Important *Information*

**Training Class Registration
Portal Is Open Now**

All Poll Workers should bring their 2020 training manual with them when they attend their training class. New manuals will not be printed for this election. An insert page with legislative updates will be provided.

Training Update

2021 First Special Unitary Election

All Precinct Managers and Assistant Managers must attend a 3.5 hour classroom training session prior to the December 7 First Special Unitary Election.

All Inspector Techs new or experienced must attend a 3.5 hour classroom training session prior to the December 7 First Special Unitary Election.

All new or experienced Deputies must attend a 1.5 hour classroom training session prior to the December 7 First Special Unitary Election.

All experienced poll workers **being promoted to Manager or Assistant Manager** must take the 7 hour New Manager and Assistant Manager classroom training session.

Training for the December 7 First Special Unitary Election will begin on October 11, 2021, and run through November 17, 2021.

Note: If you have not successfully completed training by this date you will not be assigned to work in the December 7 First Special Unitary Election.

How to Register for Managers and Asst. Mgrs, Deputy's and New Inspector Techs

To register for a class, go to www.duvalelections.com, scroll down, click on **POLL WORKER INFORMATION** on the left hand side, and click on **REGISTER FOR A CLASS**. On the next screen click on **ELECTION**

WORKER PORTAL. Remember, your VOTER REGISTRATION NUMBER is both your user name and password. Have this handy before you register. You will enter your voter registration number here for both your user name and password then click LOGIN. PLEASE DO NOT make any changes to your user name or password.

Now you are at the screen where you register for your class. Select your class by clicking on ENROLL to the right of the class you want to take. You will see the ENROLL switch to the word WITHDRAW. THIS MEANS YOU ARE NOW ENROLLED IN THAT CLASS. You will see the number of the seats remaining drop by one which means you have been assigned a seat. Should you wish to withdraw, simply click on WITHDRAW and you will be removed from that class. Once enrolled, then show up thirty minutes early to check-in for your class's assigned time. **It is imperative that you arrive on time for your training class. Arriving late disrupts the class and you may have to be rescheduled.**

PRECINCT MANAGERS and ASSISTANT MANAGERS enroll in an **EXP MANAGER & ASST MANAGERS CLASSROOM** course. EXPERIENCED INSPECTOR TECHS should enroll in an **EXP INSPECTOR TECHS CLASSROOM** course. NEW INSPECTOR TECHS should enroll in an **NEW INSPECTOR TECHS CLASSROOM** course. DEPUTIES, whether experienced or new, enroll in a **DEPUTY CLASSROOM** course.

Please arrive 30 minutes early for your class to allow time for the check-in process.

Training...Where?

All training classes will be conducted at the Elections Center located at: 1 Imeson Park Boulevard, Bldg. 100, Jacksonville, FL 32218

For directions to the location, visit our website at: www.duvalelections.gov or call (904) 255-VOTE (8683)

Important Training *Information*

Training Class Registration Portal Is Open Now

Training Schedule for the December 7 First Special Unitary Election

All Training will be held at the Elections Center, 1 Imeson Park Blvd. Bldg. 100, Jacksonville, FL. 32218

Experienced Managers and Assistant Managers (3.5 Hour Class)			
Thursday	Oct 14	(50)	9-12:30
Saturday	Oct. 16	(50)	9-12:30
Monday	Oct 18	(30)	9-12:30
Tuesday	Oct 19	(30)	1-4:30
Saturday	Oct 23	(30)	9-12:30
Tuesday	Oct 26	(30)	9-12:30
Wednesday	Oct 27	(30)	9-12:30
Friday	Oct 29	(30)	9-12:30
Saturday	Oct 30	(30)	9-12:30
Tuesday	Nov 2	(30)	9-12:30
Thursday	Nov 4	(30)	5-8.30
Monday	Nov 8	(30)	9-12:30
Tuesday	Nov 9	(30)	9-12:30
Saturday	Nov 13	(30)	9-12:30
New Managers and Assistant Managers (7 Hour Class)			
Thursday	Oct 21	(30)	9-4:00
Thursday	Nov 4	(30)	9-4:00

Experienced Inspector Techs (3.5 Hour)			
Thursday	Oct 14	(30)	9-12:30
Friday	Oct 15	(30)	9-12:30
Saturday	Oct 16	(30)	9-12:30
Monday	Oct 18	(30)	1-4:30
Wednesday	Oct 20	(50)	9-12:30
Thursday	Oct 21	(50)	9-12:30
Friday	Oct 22	(50)	9-12:30
Friday	Oct 22	(30)	9-12:30
Saturday	Oct 23	(50)	9-12:30
Monday	Oct 25	(50)	1-4:30
Wednesday	Oct 27	(50)	1-4:30
Thursday	Oct 28	(50)	1-4:30
Friday	Oct 29	(50)	9-12:30
Saturday	Oct 30	(50)	9-12:30
Monday	Nov 1	(50)	9-12:30
Tuesday	Nov 2	(50)	9-12:30
Wednesday	Nov 3	(50)	1-4:30
Thursday	Nov 4	(50)	5-8:30
Friday	Nov 5	(50)	9-12:30

Experienced Inspector Techs (Continued)			
Saturday	Nov 6	(30)	9-12:30
Monday	Nov 8	(50)	9-12:30
Tuesday	Nov 9	(50)	9-12:30
Saturday	Nov 13	(50)	9-12:30
Monday	Nov15	(50)	9-12:30
Tuesday	Nov 16	(50)	5-8:30
Wednesday	Nov 17	(50)	9-12:30
New Inspector Techs (4 Hour Class)			
Wednesday	Oct 20	(30)	9-1:00
Tuesday	Oct 26	(30)	5-9:00

Important Training *Information*

Safety Information Update

In accordance with City of Jacksonville safety guidelines, 2020 Covid-19 safety protocols are no longer in effect.

- **Important – when you arrive for training you are no longer subject to temperature check. Because of this you can park in front of the building and no longer need to drive to the loading dock area prior to check-in.**
- **You will check-in at the front lobby. Remember to bring your ID.**
- **Once inside the building we will continue to practice social distancing.**
- **The wearing of masks is now optional during training.**

The Precinct Sanitizer position will still be in effect. If you know someone who wants to be a Precinct Sanitizer, for any precinct, please let your precinct manager know so they can get that information to us.

Deputy (1.5 Hour Class)

Tuesday	Oct 12 (50)	10-11:30
Friday	Oct 15 (50)	10-11:30
Tuesday	Oct 19 (50)	1-2:30
Thursday	Oct 21 (50)	1-2:30
Monday	Oct 25 (50)	10-11:30
Thursday	Oct 28 (50)	10-11:30
Wednesday	Nov 3 (50)	10-11:30
Saturday	Nov 6 (50)	10-11:30
Wednesday	Nov 10 (50)	10-11:30

Supervised Voting

Tuesday Oct 26 (50)	5-7
Wednesday October 27 (50)	10-12

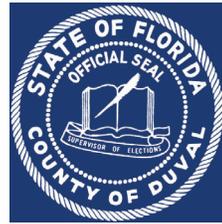
EARLY VOTING IT CLASSES

For Early Voting IT's ONLY

Saturday Oct 9 (40)	10-12
Saturday Oct 9 (40)	2-4
Monday Oct 11 (40)	10-12
Monday Oct 11 (40)	2-4
Tuesday Oct 12 (40)	2-4
Tuesday Oct 12 (40)	6-8
Wednesday October 13 (40)	10-12
Wednesday October 13 (40)	6-8
Monday Oct 18 (40)	2-4

Poll Workers will receive location and shift preference cards to fill out at their EV training classes.

Please contact autumnf@coj.net



Early Voting

Early Voting is for all Duval County registered voters. We staff Early Voting with teams of our poll workers on rotating shifts.

All participating poll workers working Early Voting will take a training class for Early Voting. See training insert for class information.

SERVE & EARN

as a Duval County POLL WORKER

Your Duval County Supervisor of Elections Office is looking for qualified registered voters to serve & earn by working as poll workers for our upcoming December 7, 2021 and February 22, 2022 Special Elections.

You must:

- * Be a citizen of the United States and registered to vote in Duval County.
- * Have your own transportation.
- * Be comfortable working with a computer and maintain a personal email address.
- * Be able to speak, read and write the English language.
- * Be able to start work at 6:00 am and work 14 or more hours on Election Day.
- * Be willing to work at any precinct in Duval County.

For more information, visit our website at www.duval elections.gov.

Election Day Pay Begins at \$215

Sign up today by emailing your contact information to: John Libby at jlibby@coj.net or Greg Clark at gaclark@coj.net.

DUVAL COUNTY EARLY VOTING SITES for the December 7, 2021 First Special Unitary Election

All Early Voting Sites below will be open November 27, 2021 – December 5, 2021 10:00 A.M. – 6:00 P.M.	
SUPERVISOR OF ELECTIONS MAIN OFFICE 105 East Monroe Street Jacksonville, FL 32202	
ARGYLE BRANCH LIBRARY 7973 Old Middleburg Road S. Jacksonville, FL 32222	OCEANWAY COMMUNITY CENTER 12215 Sago Avenue West Jacksonville, FL 32218
BEACHES BRANCH LIBRARY 600 3 rd Street Neptune Beach, FL 32266	PABLO CREEK REGIONAL LIBRARY 13295 Beach Boulevard Jacksonville, FL 32246
BRADHAM & BROOKS BRANCH LIBRARY 1755 Edgewood Avenue West Jacksonville, FL 32208	REGENCY SQUARE BRANCH LIBRARY 9900 Regency Square Boulevard Jacksonville, FL 32225
HIGHLANDS REGIONAL LIBRARY 1826 Dunn Avenue Jacksonville, FL 32218	SOUTH MANDARIN BRANCH LIBRARY 12125 San Jose Boulevard Jacksonville, FL 32223
LEGENDS COMMUNITY CENTER 5130 Soutel Drive Jacksonville, FL 32208	SOUTHEAST REGIONAL LIBRARY 10599 Deerwood Park Boulevard Jacksonville, FL 32256
MANDARIN BRANCH LIBRARY 3330 Kori Road Jacksonville, FL 32257	WEBB WESCONNETT REGIONAL LIBRARY 6887 103 rd Street Jacksonville, FL 32210
MURRAY HILL UNITED METHODIST CHURCH 4101 College St Jacksonville, FL 32205	WEST BRANCH LIBRARY 1425 Chaffee Road South Jacksonville, FL 32221

Supervised Voting

Supervised Voting will take place for the December 7, 2021 First Special Unitary Election. All participating poll workers working Supervised Voting will take a training class for Supervised Voting. See training insert for class information.

The Poll Worker **Fall 2021**

BALLOT BOX

Mike Hogan, Duval County Supervisor of Elections

105 East Monroe Street
Jacksonville, FL 32202
(904) 255-VOTE (8683)
www.duvalelections.gov

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Please bring your 2020 training manual with you to your training class. New manuals will not be printed for this election.

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**“Our mission is to preserve
the liberty and the right
to vote for all citizens
by providing honest, fair,
accurate and accessible
elections with transparency
and integrity.”**

– Mike Hogan

Mike's Message

I hope this letter finds all of you in good spirits and good health. We had planned to hold another Poll Worker Summit event prior to our 2022 elections. We received very positive feedback and praise on our last summit. Our plans were to get everyone together and discuss our mutual successes in 2020, provide an update on the new election laws, and introduce you to the new equipment we will be using in the 2022 election cycle.

All those plans have been set aside as we will be conducting two citywide special elections in the next few months. The first election will be held on December 7, 2021. At this point in time we expect there will have to be a runoff based on the number of candidates that have qualified. That election will be held on February 22, 2022.

Next week we will start training for the December election. We need you to quickly acknowledge your availability and sign up for your class as soon as possible. Should you have any questions please contact John Libby or Autumn Cato.

Wishing you a very special Thanksgiving, a Merry Christmas, and a Happy Hanukkah.

Yours very truly,

A handwritten signature in blue ink that reads "Mike Hogan". The signature is written in a cursive, flowing style.

Mike Hogan
Supervisor of Elections