Supervisor of Elections
Mark Andersen
Bay County

830 W. 11th Street Panama City, FL 32401 Website: www.bayvotes.org
Phone: 850-784-6100 Fax: 850-784-6141 Cell: 850-819-6933 Email: baysuper@bayvotes.org

Election Preparation Report F.S. 100.032
Early Voting F.S. 101.657(b) (Notice to State No Later Than 30th Day Prior)

March 15, 2016 Presidential Preference Primary Election

Early Voting

Site/Locations:	(4) Total
Hours:	7:00 a.m. – 7:00 p.m. (8 days/12 hours) March 5th-March 12th
Standard Staffing:	Each Site (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m.-8 p.m.) (2) Managers, (2) Assistant Managers, (2) BCS Specialists, (8-10) Inspectors, (2) Deputies, (3) Alternates Trained as back-up.
Election Equipment Per Site:	(2) DS200 Scanners, (1) AutoMARK (3-4) Voter Check-In Systems, (3-4) Ballot On Demand Printers (16-20) Voting Booths (1) Accessible Voting Booth
In Office:	(4) Phone Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (1) Tech Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (2) Election Office Part-Time Staff (7:00 a.m.-7:00 p.m.) (10) Election Office Full-Time Staff (Designated Hours)

Precinct Election Day Voting

Site/Locations:	(44) Total
Time:	7:00 a.m.-7:00 p.m. (1 day 12 hours) March 15th
Standard Staffing:	Each Precinct (1) Clerk, (1) Assistant Clerk, (1) ADA Equipment Specialist, (1) Inspector per 1,200 Voters, (1) Ballot Issue Inspector per Precinct Ballot Style (5%) Alternates Trained as back-up
Election Equipment Per Site:	(1) DS200 Digital Scanner (4) Voter Check-In Systems -Precincts over 3,700 Voters (1) AutoMARK (3) Voter Check-In Systems - Precincts 500-3,700 Voters (8) Voting Booths (2) Voter Check-In Systems - Precincts under 500 Voters (1) Accessible Voting Booth
In Office:	(10) Phone Bank Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (3) Technical Support Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (2) Election Office Part-Time Staff (7:00 a.m.-7:00 p.m.) (10) Election Office Full-Time Staff (Designated Hours)

Post Election

In Office:	Utilize (4-6) Election Office Part Time Staff for Post Election Precinct Audit and Reconciliation of Paper Precinct Registers (if applicable) and all regular staff.

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August 30, 2016 Primary Election

Early Voting

Site/Locations:	(4) Total
Hours:	7:00 a.m. – 7:00 p.m. (8 days/12 hours) August 20th -27th
Standard Staffing:	Each Site (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m.-8 p.m.) (2) Managers, (2) Assistant Managers, (2) BCS Specialists, (8-10) Inspectors, (2) Deputies, (3) Alternates Trained as back-up.
Election Equipment Per Site:	(2) DS200 Scanners, (1) AutoMARK (3-4) Voter Check-In Systems, (3-4) Ballot On Demand Printers (16-20) Voting Booths (1) Accessible Voting Booth
In Office:	(4) Phone Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (1) Tech Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (2) Election Office Part-Time Staff (7:00 a.m.-7:00 p.m.) (10) Election Office Full-Time Staff (Designated Hours)

Precinct Election Day Voting

Site/Locations:	(44) Total
Time:	7:00 a.m.-7:00 p.m. (1 day 12 hours) August 30th
Standard Staffing:	Each Precinct (1) Clerk, (1) Assistant Clerk, (1) ADA Equipment Specialist, (1) Inspector per 1,200 Voters, (1) Ballot Issue Inspector per Precinct Ballot Style (5%) Alternates Trained as back-up
Election Equipment Per Site:	(1) DS200 Digital Scanner (4) Voter Check-In Systems -Precincts over 3,700 Voters (1) AutoMARK (3) Voter Check-In Systems - Precincts 500-3,700 Voters (8) Voting Booths (2) Voter Check-In Systems - Precincts under 500 Voters (1) Accessible Voting Booth
In Office:	(10) Phone Bank Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (3) Technical Support Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (2) Election Office Part-Time Staff (7:00 a.m.-7:00 p.m.) (10) Election Office Full-Time Staff (Designated Hours)

Post Election

In Office:	Utilize (4-6) Election Office Part Time Staff for Post Election Precinct Audit and Reconciliation of Paper Precinct Registers (if applicable) and all regular staff.

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Election Preparation Report F.S. 100.032
Early Voting F.S. 101.657(b) (Notice to State No Later Than 30th Day Prior)

November 8, 2016 General Election

Early Voting

Site/Locations:	(4) Total
Hours:	7:00 a.m. – 7:00 p.m. (8 days/12 hours) October 29th-November 5th
Standard Staffing:	Each Site (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m.-8 p.m.) (2) Managers, (2) Assistant Managers, (2) BCS Specialists, (8-10) Inspectors, (2) Deputies, (3) Alternates Trained as back-up.
Election Equipment Per Site:	(2) DS200 Scanners, (1) AutoMARK (3-4) Voter Check-In Systems, (3-4) Ballot On Demand Printers (16-20) Voting Booths (1) Accessible Voting Booth
In Office:	(4) Phone Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (4) Tech Support Bank Specialists Per Shift (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.) (2) Election Office Part-Time Staff (A.M. Shift 6:30 a.m. – 1:30 p.m.) (P.M. Shift 1:00 p.m. – 8 p.m.)

Precinct Election Day Voting

Site/Locations:	(44) Total
Time:	7:00 a.m.-7:00 p.m. (1 day 12 hours) November 8th
Standard Staffing:	Each Precinct (1) Clerk, (1) Assistant Clerk, (1) ADA Equipment Specialist, (1) Inspector per 1,200 Voters, (1) Ballot Issue Inspector per Precinct Ballot Style (5%) Alternates Trained as back-up
Election Equipment Per Site:	(1) DS200 Digital Scanner (4) Voter Check-In Systems -Precincts over 3,700 Voters (1) AutoMARK (3) Voter Check-In Systems - Precincts 500-3,700 Voters (8) Voting Booths (2) Voter Check-In Systems - Precincts under 500 Voters (1) Accessible Voting Booth
In Office:	(10) Phone Bank Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (3) Technical Support Specialists (1 Shift 5:30 a.m.-8:30 p.m.) (2) Election Office Part-Time Staff (7:00 a.m.-7:00 p.m.) (10) Election Office Full-Time Staff (Designated Hours)

Post Election

In Office:	Utilize (4-6) Election Office Part Time Staff for Post-Election Precinct Audit and Reconciliation of Paper Precinct Registers (if applicable) and all regular staff.