



Hays County Elections

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People in the Polling Place

Clerk— assists the Judge/Senior Clerk with setting up and taking down equipment, checks-in voters on the TouchPad, assists as designated by the Judge/Senior Clerk, and answers voters' questions.

Election Inspectors — appointed by the Secretary of State (SoS) to observe the conduct of an election.

Election Officials — includes both staff members of the Elections Department who assist election workers with equipment, check polling locations, and bring the location into full compliance with the law, as well as the Judges and Clerks working at polling locations.

Elections Administrator (EA) — an appointed official who performs the election duties of the county.

Field tech(nician)s — Deputies of the Elections Administrator who assist election workers with equipment, check polling locations, and help workers bring the location into full compliance with the law.

Judge/Senior Clerk — picks up and checks supplies, opens polls, manages the voting process in the polling place, processes voters with special situations, closes polls, completes paperwork, and delivers supplies.

Poll Watcher — appointed by a political party or candidate to observe the conduct of an election.

↳ During Early Voting (EV) the presiding Election Official in the polling place is the Senior Clerk.

↳ On Election Day (ED) the presiding Election Official in the polling place is the Judge.

Glossary of Poll Worker Specific Terms

ATI module: also known as *Verity Access* — the audio tactile interface (rectangular box with a counter-/clockwise scroll wheel) that allows disabled voters to vote.

ballot by mail (BBM): an absentee ballot cast via the USPS in lieu of voting in person at a polling location. An application for ballot by mail is known as an **ABBM**.

barcode reader (USB) port: where the barcode reader is physically plugged in. This is not the same as the **ATI module** port or **Verity cable** port.

barcode reader: the USB device that plugs into a Controller which reads the barcode slips printed by the TouchPad printer.

cert(ificate) number: a voter's county-issued voter registration number. Not to be confused with a **VUID**.

Controller: Hart Verity Controller.

Duo: Hart Verity Duo.

electioneering: campaigning for or against a candidate or issue, carrying political signs, or wearing political logos on clothing, buttons, or other campaign-related items. This activity is not allowed within 100 feet of the entrance to the building where voting is taking place.

Federal Post Card Application (FPCA): a federal application for use by members of the U.S. Armed Forces, their spouses, and dependents, as well as U.S. citizens temporarily residing outside the United States. This form enables military members and citizens (if eligible) to register to vote and request an absentee ballot via mail or e-mail.

home button: the black, circular, physical button on the *right* of the TouchPad screen. IT IS IMPERATIVE TO KNOW WHAT THIS IS WHEN DISCUSSING TOUCHPAD ISSUES OVER THE PHONE.

hotspot or **Wi-Fi hotspot:** device that enables Internet connectivity over cellular data. *c.f.* MiFi is a proprietary term and should not be used.

limited ballot: available to voters that are registered elsewhere in Texas but did not meet the registration deadline for the ongoing election, this ballot allows such voters to vote on races and contests that are common between the relevant jurisdictions in their former county and those of their current address in Hays County. Limited ballots are only available at the Elections office during early voting.

menu button: the context dropdown menu at the top right of the TouchPad check-in screen where important functions other than checking in voters are performed; also known as the infamous **triple horizontal lines** of the TouchPad.

power button: the rectangular, thin physical button on the *left side* of the TouchPad device.

Printed Vote Record (PVR): a completed ballot that a Duo has printed on ballot stock (typically one sheet). This ballot has not been cast until it has successfully been accepted by a **Scan**, at which point the **PVR** becomes a **Cast Vote Record (CVR)**.

provisional ballot: a ballot given to a voter that is ineligible, for any of several reasons, to cast a regular ballot. A provisional ballot is always available to a voter upon request as well.

Scan: Hart Verity Scan. This term is not synonymous with anything else, full stop.

scanner: the optical reading device on either a Duo or Scan station (e.g., Duo's scanner, the scanner on the Duo). Not truly synonymous with TouchPad ID scanner; see below.

Statement of Residence: a form that a voter must complete at the polling location if that voter's registration status is listed as in suspense ("S") on the TouchPad check-in system, or by a voter that indicates s/he has moved from the residence address listed in the TouchPad but still resides within Hays County.

Texas Election Management System (TEAM): the state database used to check the registration status of voters.

TouchPad or e-poll book: not Tenex, iPad, checky-inny-thingie, etc. Sometimes, it may be important to distinguish between the *vendor* and the *device* the vendor supports.

TouchPad ID scanner: the TouchPad really has a camera, not a scanner. If discussing camera issues over the phone with the Elections office, you **MUST** specify that you are talking about the *TouchPad* scanner, or preferably, the TouchPad camera!

Verity cable: also known as the *daisy chain cable*; however, this is particularly un-descriptive since that is a generic term and our Verity cables have proprietary USB connectors.

Voter Unique Identification Number (VUID): a voter's 10-digit, state-issued voter registration number.