



May 6, 2015

Candidate Statements - State or Local Voters' Pamphlet?

Friendly reminder, all candidates who file for these offices must submit their statements and photos to OSOS - even if they file with your office! Our submission deadline is 5:00 p.m. the Friday following candidate filing week.

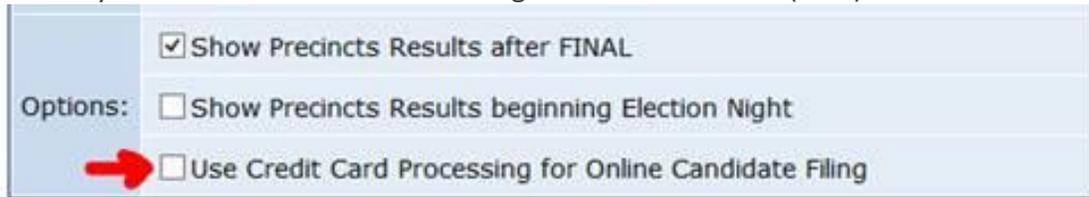
If your county prints a Primary Voters' Pamphlet, OSOS will approve those submissions in time for you to include these candidates. Once approved, these candidates will also appear in the online Voters' Guide and MyVote. If you have any questions, please email voterspamphlet@sos.wa.gov.

Candidate Filing Preparation

Counties using WEI websites will need to complete the following tasks for Online Candidate Filing:

1. Update the dates on your Online Candidate Filing start page for 2015 (do this now).

2. Check the County Config area in WEI Admin to make sure you are set up correctly to allow candidates to file using a credit card or not (now).



The screenshot shows a configuration panel with three options. The first option, "Show Precincts Results after FINAL", is checked. The second option, "Show Precincts Results beginning Election Night", is unchecked. The third option, "Use Credit Card Processing for Online Candidate Filing", is unchecked and has a red arrow pointing to it from the left.

3. Create a link from your start page to your Online Candidate Filing page and change any "online filing is closed" message to "online filing is open" (do this at 9 a.m. on Monday, May 11).

4. Publish your Online Candidate Filing page (at 9 a.m. on Monday - or at open of business on Monday if you are using it at a filing kiosk in your office).

5. Remove the link from your start page to your Online Candidate Filing page and change "online filing is open" text to "online filing is closed" (at 4 p.m. on Friday, May 15).

6. Unpublish your Online Candidate Filing page (at 4 p.m. on Friday - or at close of business if you are using it at a filing kiosk in your office).

Let [WEI support](#) know if you need help with any of that, or if your county has any special needs for Candidate Filing Week. Also, please let us know if you will not be using Online Candidate Filing this year (aside from King and Yakima Counties).

Election Con Agenda

The WSACA Conference Committee will continually update the [Draft Agenda](#). New sessions and superhero announcements will continue to develop (and soon)! As you peruse the revised agenda, you'll see there's only one blocked session, "Plain Procedures," from 1:00 - 5:00 p.m. Otherwise, pick and choose from hourly breakouts! Questions? Contact Taylor Ranger, Benton County Elections, through the [conference website](#) .

Modernization Project Portal

Be sure to check out the [modernization project portal](#) to review project-related documentation, and keep a pulse on project updates from Project Manager

Stephanie Goebel. Join the dialog by emailing your questions, suggestions, or concerns to [Stephanie](#) or to members of the [Project Steering Committee](#).

Signature Verification Training | Grant County

To register your staff for a Washington State Patrol signature verification class, please contact Grant County Auditor, Michele Jaderlund. She will provide you with a registration form to return.

July 7, 2015 @ 10 a.m. - noon

Grant County Public Works, 124 Enterprise Street, Ephrata, WA 98823

[Michele Jaderlund](#), (509) 754-6081

Plain Procedures

The conference committee is very excited to present plain language expert, [Jordan Peabody](#). His 4-hour workshop will inspire and teach you to write "Plain Procedures" anyone can read. There's no class size limit, and everyone is encouraged to attend. If you enjoyed last year's Plain Talk class, then you won't want to miss this session!

"Everyone in Skagit County Elections has taken the Peabody Method training. It's an excellent method for writing policies and procedures. We strongly recommend this training!" - David Cunningham, Skagit County Election Supervisor

Calling All Superheroes!

Your county can win bragging rights and a grand prize for participating in the **Elections Show & Tell** event at Election Con! Bring one historic object that was used to vote or count votes (i.e. unique voting equipment), and display your county's artifact at Thursday night's dinner, 6:00 - 8:00 p.m. Submit a photo and [Show & Tell Entry Form](#) by May 26 to King County's [Barbara Ramey](#), and let the competition begin!

Canvassing Board Oaths

Did you know your County Canvassing Board members must take an oath? [RCW 29A.60.140](#) (1) requires each member of the board to "take an oath of office similar to that taken by county auditors and deputy auditors in the performance of their duties."

The County Commissioner and Prosecuting Attorney take an oath of office upon taking office, which qualifies. However, a deputy Prosecuting Attorney or County Auditor should also take such an oath to serve on the Canvassing Board. Use an oath patterned after the oath of office. For more basics to know about boards, see our handbook: [Introduction to County Canvassing Boards](#).

COOP Planning Kudos

A special shout out to Klickitat County and all counties who submitted COOPs this week! Klickitat County created comprehensive checklists and a matrix, but they also included a glossary of terms and appendix complete with a detailed visual elections calendar. Klickitat is working with its Prosecuting Attorney and Emergency Management Director for additional language and guidance to continue improving its plan. Thank you for sharing, Klickitat County!

Don't forget to submit your COOP plan now. We look forward to sharing all of your great work at the elections conference in June.

View previous editions of [Washington State Elections Weekly](#).

