

# Washington State Elections Weekly

August 20, 2014

## Action Item | COOP Survey

Help us prepare and plan for COOP (Continuity of Operations Plan) Training, Part 2. Please designate **one person** from your county to respond by Wednesday, August 27<sup>th</sup> to this [short survey](#). Thank you!

## What's a COOP?

It's not too late to find out! View the 1-hour videotaped conference session coordinated by Pierce County, [COOP \(Continuity of Operations Plan\), Part 1](#). Pierce defines its plan as an outline of “. . . the activities a department will perform to ensure essential functions continue, or quickly resume, during an emergency. While we cannot predict the type of emergency, we can mitigate the impact of the emergency by having a written COOP and testing it against different emergency scenarios.” (Pierce County Auditor's *Emergency Response Guide*, 2013.)

Secretary Wyman will recognize counties at the 2015 Elections Conference who publish and share their COOPs. To support your efforts, look for upcoming information about training opportunities and COOP scoop in the *Elections Weekly*.

## Question of the Day | Ballots

We recently received this question: “What is the language for the insert for the general election ballot? We plan to print it on the ballot rather than an insert.”

An insert for the general election is not required if you include the language in [WAC 434-230-015\(k\)](#) within the ballot packet (on the ballot, envelope, or an insert). For a complete checklist of requirements and ballot instructions pertaining to a general election with a partisan office, please see our useful [2014 Ballot Format Checklist](#).

## Conducting a Recount?

You may be interested in our Recount Questions of the Day published in last week's issue of *Elections Weekly*, our [Recount FAQ](#), and our handy [Recount Calculator](#).

## County Job Announcements

- Clallam County has an opening for a [Customer Service Specialist II – Elections Assistant](#). The position closes on August 28<sup>th</sup> at 4:30 p.m., postmarks are accepted. If you have any questions, you may contact [Shoona Riggs](#).
- Thurston County is accepting applications for an [Elections Outreach Coordinator](#). All application materials must be received by August 29<sup>th</sup> at 5:00 p.m. Please contact [Tillie Naputi-Pullar](#) with any questions.

If you have any elections-related job opportunities in your county, and would like them posted in the *Elections Weekly*, contact [Allyson Ruppenthal](#).

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