

Equipment and Procedures Training: Duration and Content:

A 3-hour training session, as follows:

For Clerks and Judges (You may schedule your team together):

- Review of equipment, Start up and Shutdown (it is planned to have teams perform a hands-on) DS200, Express Vote, Express Touch and Kiosk)
- Opening and Closing poll processes

For Judges only- 2 hour paperwork procedure training classes required:

- Training will focus on filling out proper paperwork for audit purposes.

Scheduling and Important Notes:

- Election Judges **must email** Maria Rose Gonzalez at MariaRose.Gonzalez@fbctx.gov to schedule team members for training. Rose may be contacted for follow-up communications via her direct phone line at (281) 341-8636. Please confirm your training date/time the day before you and your team are schedule to come in.
- Training classes will be limited to 12 trainees and while it will be attempted to schedule teams together, it must be understood that it cannot be guaranteed. Classes will be filled on a first come, first serve basis and Judges should communicate with their team members to determine a 1st and 2nd choice for the desired class to attend.
- Judges training will be limited to 30 trainees (Judges only will be allowed to attend).
- **Walk-ins (those not on appearing on the class roster) will NOT be allowed in and any person arriving late will be turned away.** Judges are responsible to communicate with their team members to ensure they know the class they are registered for. Judges must understand that the potential for any make-up sessions is *extremely* limited.
- All persons entering the county building **may wear a face mask.**
- **Reminder:** Any person who attends Election Day training, that attended an Early Voting training session, will only be compensated for **one** of the two sessions.

Classes are held in the Fort Bend County Conference Room and or Elections Department training room in the Rosenberg Annex 4520 Reading Rd., Rosenberg, TX 77471

Scheduled Equipment and Procedures Training Classes

DAY	Date	Time
Monday (Judges Only)	September 26, 2022	1pm-3pm
		4pm-6pm
Tuesday (Judges Only)	September 27, 2022	11am-1pm
		4pm-6pm
Wednesday (Judges Only)	September 28, 2022	9am-11am
		3pm-5pm
Friday (EV Team Only)	September 30, 2022	10am-1pm
		3pm-6pm
Saturday (EV Team Only)	October 01, 2022	8am-11am
		1pm-4pm
Sunday (EV Team Only)	October 02, 2022	1pm-4pm
Monday –(EV Team Only)	October 03, 2022	10am-1pm
		3pm-6pm
Tuesday	October 04, 2022	9am-12pm
		2pm-5pm
Wednesday	October 05, 2022	9am-12pm
		2pm-5pm
Thursday	October 06, 2022	10am-1pm
		3pm-6pm
Friday	October 07, 2022	10am-1pm
		3pm-6pm
Saturday	October 08, 2022	10am-1pm
		2pm-5pm
Sunday	October 09, 2022	1pm-4pm
		9am-12pm
Monday	October 10, 2022	1pm-4pm
		8am-11am
Friday	October 14, 2022	1pm-3pm
		10am-1pm
Saturday	October 15, 2022	2pm-5pm
		1pm-4pm
Sunday	October 16, 2022	9am-12pm
		10am-1pm
Monday	October 17, 2022	3pm-6pm
		9am-12pm
Tuesday	October 18, 2022	2pm-5pm
		8am-11am
Wednesday	October 19, 2022	1pm-4pm
		9am-12pm
Thursday	October 20, 2022	2pm-5pm
		10am-1pm
Friday	October 21, 2022	2pm-5pm
		10am-1pm
Saturday	October 22, 2022	3pm-6pm
		1pm-4pm
Sunday	October 23, 2022	1pm-4pm

To register for these courses, call or email Maria Rose Gonzalez, Election & Spanish Language Program Coordinator, at (281) 341-8636
MariaRose.Gonzalez@fortbendcountytexas.gov

Remember, one of your poll workers should be bilingual in Spanish.

If you are in need of poll workers, please call Maria Rose Gonzalez at 281-341- 8636.