

## **Elections Emergency Plans**

**Subdivision 1. State Elections Emergency Plans.** (a) The Secretary of State, in consultation with the Director of Homeland and Security Management, must develop a State Elections Emergency Plan. The plan must address the following:

- (1) Common and possible emergencies and contingencies that could impact elections;
- (2) The state plan for each potential emergency and contingency;
- (3) Continuity of operations and procedures; and
- (4) Statewide communications contacts and needs.

The Secretary of State must also work with the Governor to incorporate election needs into the state's Continuity of Government and Continuity of Operations plans.

(b) The Secretary of State must create a state guide to assist county and local election officials in the development of the County and Local Elections Emergency Plan required by this section. The guide must include a model County and Local Elections Emergency Plan that meets the requirements of this section.

**Subdivision 2. County Local Elections Emergency Plans.** (a) County election officials, in consultation with the municipalities and school districts within the county, must develop a County Elections Emergency Plan to be used in all state, municipal, and school district elections. The plan must, at minimum, address the following contingencies:

- (1) Loss of power within the polling place;
- (2) A fire or sounding of an alarm within the polling place;
- (3) Inclement weather or other natural disasters; or
- (4) Medical or health related emergencies; or
- (5) An emergency that requires the relocation of the polling place.

In developing the County Elections Emergency Plan, the county must address the needs of voters with disabilities in all aspects of the plan. Where ballot security is affected, the plan must provide procedures to maintain the security of the ballots. When an emergency requires the relocation of the polling place, the plan must include procedures for securing the ballots and voting equipment, notifying the public and other governmental officials, and restoring voting activities as soon as possible. If the county contains jurisdictions that cross county lines, the affected counties must make efforts to ensure that the emergency procedures effecting the local jurisdiction are uniform throughout the jurisdiction.

Cities, towns, and school districts may create a Local Elections Emergency Plan that meets the requirement the County Elections Emergency Plan. If a local jurisdiction creates a Local Elections Emergency Plan, the procedures within the Local Elections Emergency Plan govern in all election emergencies within that local jurisdiction.

(d) County election officials and any municipality with a Local Elections Emergency Plan must review their County or Local Elections Emergency Plan prior to each state general election. Any revisions to the County or Local Elections Emergency Plan must be completed and filed with the Secretary of State by July 1 prior to the state general election.