

Composition of the County Board of Election Commissioners:

- Two members elected by the county committee of the majority party (currently “R”) in January of odd numbered years.
- One member elected by the county committee of the minority party (currently “D”) in January of odd numbered years.
- Chairman is elected by commissioners at first meeting.

Responsibilities include:

- Conduct all elections legally in accordance with State Law.
- Ensure that the Election process is transparent and open to public examination.
- Redistricting the Justice of the Peace Districts every ten years using the new census data.
- Establish and maintain an expense budget for the Quorum Court.
- Altering the boundaries of existing election precincts.
- Establishing new election precincts.
- Testing accuracy of all election equipment, and making tests, and all other meetings open to the public.
- Working with school districts and other entities for Annual School Election and/or Special Elections.
- Establishing polling sites for Early Voting and Election Day.
- Selecting and appointing election officials (Poll Workers) and hiring staff.
- Providing public notice of the time and polling sites for holding elections.
- Providing public notice of the candidates and offices to be elected.
- Providing absentee ballots to the County Clerk’s Office to be mailed to the voters who request ballot.
- Early Voting Location and Election Day Polling Location Supplies.
- Training Election Officials (Poll Workers).
- Investigating provisional ballots to determine legal ballots.
- Completing a canvass of the returns of any election.
- Certifying the results of elections.
- Providing a recount of the returns upon the petition of a candidate.