

State of Wisconsin \ Government Accountability Board

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DATE: April 11, 2013

TO: Wisconsin Municipal Clerks
City of Milwaukee Election Commission
Wisconsin County Clerks
Milwaukee County Election Commission

FROM: Michael Haas
Elections Division Administrator
Government Accountability Board

Ann Oberle
SVRS Testing Lead
Government Accountability Board

SUBJECT: Four-Year Voter Record Maintenance Process Instructional Material and Training Video / Webinar 2012-2013

In anticipation of the Four-Year Voter Record Maintenance Process that will begin on Monday, April 15, 2013, G.A.B. staff strongly encourages Wisconsin election officials to view the attached instructional materials and training video to help you get familiarized with the process. Staff has made some technological advances that we believe will help you to streamline the process to make it easier and more efficient.

Additionally, staff will be offering a webinar to cover frequently asked questions related to processing returned post cards and provide clerks with an opportunity to ask questions of G.A.B. staff.

Webinar for County and Municipal Clerks and Elections Commissions
2012-2013 Four-Year Voter Record Maintenance Process
Thursday, April 18, 2013, 10:00 a.m. – 11:00 a.m.
Web link: <https://www1.gotomeeting.com/register/430490897>

The webcast will be posted by the Friday following the session on the G.A.B. website: <http://gab.wi.gov/clerks/education-training/webinars>. The training counts toward recertification whether you participate in the live webinar or review the recording at a later date.

Live Webinar Requirements

You must be able to view videos on your computer, using a media application such as Windows Media Player. You will be connected to audio using your computer's speakers (VoIP). If you are unable to access the audio over your computer speakers, you may select "Use Telephone" after joining the webinar. Using the telephone for audio is a toll charge. If you have questions about the technical aspects of the webinar, please contact the Help Desk at gabhhelpdesk@wi.gov or (608) 261-2028.

The webinar has a maximum of 500 participants. In response to input from clerks, phones will be muted to reduce ambient noise. Questions may be typed in and will be answered by G.A.B. staff for the benefit of the participants as time allows. A list of Frequently Asked Questions (FAQs) generated from the webinar will be posted after the webcast.

We look forward to you joining us for the upcoming webinar. If you have questions about the 2012-2013 Four-Year Voter Record Maintenance Process, please contact the G.A.B. HelpDesk at GABHelpDesks@wi.gov or (608) 261-2028. Thank you.