

# State of Wisconsin \ Government Accountability Board

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Director and General Counsel

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**DATE:** January 6, 2014

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

**FROM:** Allison Coakley  
Elections Training Officer

Lila Walsh  
SVRS Elections Specialist

**SUBJECT:** SVRS Data Requests and Reports

We recently released our “Building on the Basics” election administration webinar training series schedule. Due to positive feedback from county and municipal clerks regarding this method of training, we have developed a new webinar training series that focuses on the Statewide Voter Registration System. The third webinar in our SVRS training series is:

<p>Webinar for County and Municipal Clerks SVRS Data Requests and Reports <b>Wednesday, January 8, 2014, 10:00 a.m. – 11:00 a.m.</b> Web link: <a href="https://www1.gotomeeting.com/register/272547688">https://www1.gotomeeting.com/register/272547688</a></p>
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In this webinar we will discuss how to respond to SVRS data requests that you receive. We will address what information can be released, what information is confidential, the pricing structure and how to create commonly requested reports in SVRS. We will also cover the G.A.B. data request process, for those more complex requests that you would like to refer to the G.A.B. Finally, we will discuss the general importance of election data reporting.

Reference materials for the webinar have been posted on our website as an attachment. The webcast will be posted by the Thursday following the session on the G.A.B. website for clerks to use for their own education: <http://gab.wi.gov/clerks/education-training/webinars>. The training counts toward clerk 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. 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 [gabhelpdesk@wi.gov](mailto:gabhelpdesk@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 webinar on Wednesday. If you have ideas or suggestions for future webinar topics, please contact: [allison.coakley@wi.gov](mailto:allison.coakley@wi.gov) or (608) 261-2033. Thank you.

cc: Kevin J. Kennedy  
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