

# State of Wisconsin \ Government Accountability Board

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**DATE:** March 20, 2016

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

**FROM:** Allison Coakley  
Elections Training Coordinator

**SUBJECT:** Canvass Process webinar

## **Webinar for County and Municipal Clerks Canvass Process**

**Wednesday, March 23, 2016: 10:00 a.m. – 11:00 a.m.**

**Web link:** <https://attendee.gotowebinar.com/register/4669775790073780228>

Due to workload priorities with the WisVote system, the scheduled topic for this week's webinar, *GAB-190 & GAB-191 Reports*, has been changed to *Canvass Process*. I apologize for any problems this scheduling change may cause.

This webinar will provide clerks and election inspectors with suggested procedures for their Municipal Board of Canvassers from the composition of the Board to the processing of any late-arriving absentee ballots and/or provisional ballots that are returned by 4 p.m. the Friday after the election.

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 and their election officials to review at their convenience: <http://gab.wi.gov/clerks/education-training/webinars>. The training counts toward clerk and chief inspector recertification hours 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 me: [allison.coakley@wi.gov](mailto:allison.coakley@wi.gov) or (608) 261-2033. Thank you.