

# State of Wisconsin \ Government Accountability Board

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JUDGE THOMAS H. BARLAND  
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KEVIN J. KENNEDY  
Director and General Counsel

## MEMORANDUM

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

**FROM:** Allison Coakley  
Elections Training Coordinator  
Government Accountability Board

**DATE:** October 6, 2014

**SUBJECT:** Preparing for the November Election webinar – **materials posted on Tuesday**

In 2012, in an effort to serve our election partners more effectively, the Government Accountability Board launched the Elections Administration Training webinar series in lieu of WisLine program teleconferences. Based on the continued positive response we have received from county and municipal clerks and their election officials, the G.A.B. is presenting the fourth webinar in this year's series with:

Webinar for Clerks, Chief Inspectors and Poll Workers  
Preparing for the November Election  
**Wednesday, October 8, 2014, 9:00 a.m. – 11:00 a.m.**  
Web link: <https://www1.gotomeeting.com/register/337126656>

The **Preparing for the November Election** webinar will provide clerks, chief inspectors and poll workers with information about their respective duties and responsibilities to ensure a smooth November election:

- MyVote Wisconsin
- Voter Outreach Materials
- Proof of Identification vs. Proof of Residence
- Acceptable Forms of Proof of Identification
- Absentee Voting Overview
- Absentee Ballot Application/Certificate Envelope
- Challenging Voters
- Provisional Voting
- Spoiling & Remaking Ballots
- Curbside Voting
- Polling Place Efficiencies – a discussion

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 and training their election workers: <http://gab.wi.gov/clerks/education->

[training/webinars](#). The training counts toward clerk and election worker certification 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.