

State of Wisconsin \ Government Accountability Board

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MEMORANDUM

DATE: February 25, 2016

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

FROM: Michael Haas
Elections Division Administrator

David Buerger Michael Nelson
Elections Specialist WisVote Trainer

SUBJECT: Election Day Registration Verification Postcard Statistics Reporting

Wisconsin Statute § 6.275 requires municipal clerks to report the following information to the Board regarding the status of the Election Day Registration Verification Postcards in their municipality:

1. The number of address verification postcards sent to Election Day Registrants (EDR)
2. The number of those postcards returned as undeliverable because the voter did not reside at that address.
3. The number of such voters inactivated as a result of the address verification postcard process.
4. The number of electors referred to the District Attorney.

Board staff has developed an EDR Postcard Statistics Report in WEDCS to report the status of EDR Verification Postcards in your municipality. The report will have you provide the number of postcards broken down into 5 categories (see attached). This report must be filed as soon as possible, but no later than 90 days after the election. These statistics should be updated monthly thereafter until all verification postcards have been resolved.

Most of the EDR verification postcards will likely be delivered successfully to the Election Day registrants, confirming their address. In cases where the EDR verification postcard is returned as undeliverable, the Board asks municipal clerks to investigate any postcards returned as undeliverable to determine if there is a reasonable explanation for why the postcard was returned such as a typo in the mailing address, a postal service error, or the elector moving between Election Day and when the postcard was delivered. Clerks should not refer such cases to the district attorney. Please include any such resolutions under Category #3 – Number of undeliverable EDR address verification postcards that are able to be resolved.

If a verification postcard is returned as undeliverable and no reasonable explanation exists, Wis. Stat. §§ 6.56(3) and 7.15(1)(g) require municipal clerks to inactivate the voter, mail the voter a notice of the change in status, and notify the District Attorney and the Board. If you make any District Attorney referrals following the election, please remember to also email that referral to the Help Desk at GABHelpDesk@wi.gov.

To get to the EDR Postcard Statistics Report:

1. Login to WEDCS at: <https://wedc.gab.wi.gov/>
2. Click on “EDR Postcards – 2016 Spring Primary” from the left-hand menu
3. Click on the name of your municipality
4. Enter your statistics
5. Click on the “Save and Submit” button at the bottom of the screen
6. Return to update your report as necessary

For additional information and instructions on reporting EDR Verification Postcard Statistics, please see the EDR Verification Postcards section of the December 3, 2014 webinar, [SVRS 2014 Post Election Tasks](#), and the supporting materials on the G.A.B. website.

If you have any questions, please contact the G.A.B. Help Desk at GABHelpDesk@wi.gov or (608) 261-2028.

1. Total Number Of Election Day Registration Applications Approved And Entered Into The Statewide Voter Registration System (WisVote).

This should match the information provided on the GAB-190 for question 3, totaled for all of your reporting units.

2. Number Of EDR Address Verification Postcards Returned To The Clerk As Undeliverable For Any Reason..

Only report undeliverable postcards sent to voters who registered on Election Day. The postcard lists the voter's registration source. If the registration source is EDR, it will include the election date.

3. Number Of Undeliverable EDR Address Verification Postcards That Are Able To Be Resolved.

Resolved postcards are those EDR address verification postcards where the clerk was able to find a reasonable explanation for the undeliverable mailing, such as typographical or address validation errors, the voter moving after voting but before getting their postcard, postal delivery errors, etc.

4. Number Of Voters Inactivated In WisVote As A Result Of The EDR Address Verification Process.

Only include voters inactivated because of a EDR address verification postcard. Do not include voters inactivated for any reason other than the EDR address verification mailing process.

5. Number Of Voters Referred To The District Attorney's Office As A Result Of The EDR Address Verification Process.

Provide the total number of voters referred to the district attorney because their EDR address verification postcard was undeliverable and the clerk was unable to find a reasonable explanation.