

# State of Wisconsin \ Government Accountability Board

212 East Washington Avenue, 3<sup>rd</sup> Floor  
Post Office Box 7984  
Madison, WI 53707-7984  
Voice (608) 266-8005  
Fax (608) 267-0500  
E-mail: [gab@wisconsin.gov](mailto:gab@wisconsin.gov)  
<http://gab.wi.gov>



JUDGE GERALD C. NICHOL  
Chairperson

KEVIN J. KENNEDY  
Director and General Counsel

## MEMORANDUM

**DATE:** February 4, 2015

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

**FROM:** Allison Coakley  
Elections Training Coordinator

**SUBJECT:** SVRS Application Training Schedule for March 2015

Based on county and municipal clerk responses to the Election Administration and SVRS training survey posted after the November election, Board staff has scheduled SVRS training in preparation for the April election. Clerks new to SVRS are required to take the 2-day beginning Application, Election Management and HAVA Interfaces training class to be fully certified to work in the system. Absentee Process training is optional and consists of a full day of training with a hands-on workshop in the afternoon.

Priority seating will be given to clerks new to SVRS and the number of students able to register per municipality or county may be limited as necessary. All registrants will be initially placed on a waiting list. **A separate email will confirm your attendance for the class.** You must register separately for the beginning Application and Absentee training classes. For class details and to register online: <http://gab.wi.gov/clerks/education-training/schedule>.

### SVRS training has been scheduled in the following locations:

Dates	Location	County
March 3-5, 2015: 8:00 a.m. – 5:00 p.m.	Mukwonago	Waukesha
March 10-12, 2015: 8:00 a.m. – 5:00 p.m.	Oshkosh	Winnebago

Response to the training survey was widely scattered, so travel may be necessary. An additional class may be scheduled in March if needed. If you have not already filled out the training survey and need SVRS training for new staff, please contact me: [allison.coakley@wi.gov](mailto:allison.coakley@wi.gov) or (608) 261-2033.