



**DELBERT HOSEMANN**  
*Secretary of State*

**TO:** Chairs, County Election Commission / Newly Elected & Appointed  
Election Commissioners; CC: County Circuit Clerks

**FROM:** Matt Grubbs, Director of Elections/HAVA – Elections Division

**DATE:** September 27, 2011

**SUBJECT:** Newly Elected / Appointed Election Commissioner Orientation Seminar,  
2012 ECAM Convention

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**Please be advised: The Secretary of State's Office will conduct an Election Commissioner Orientation Training session on January 25, 2012 at the ECAM convention.** The training session is only for the County Election Commissioners elected for the first time or newly appointed. Newly elected or appointed commissioners that did not attend the make-up Orientation Training held in April of last year, are required to attend this session.

All newly elected or appointed commissioners are required to attend certification and orientation training to be certified according to the state HAVA plan. However, if a commissioner is appointed after the orientation training session is conducted, the Secretary of State's Office may certify that commissioner for that election year only, and that commissioner must attend the next offered orientation training session, so they can receive certification for the following year. Should the commissioner fail to attend orientation and certification training, they will not receive certification and, pursuant to **Miss. Code Ann. Section § 23-15-211**, they may be removed from office and, pursuant to **Miss. Code Ann. Section § 23-15-153** will not be paid.

Please make plans to attend this important training. The tentative time for this training has been set from 8:00 am until 12:30 pm on January 25<sup>th</sup>, 2012. However, this is subject to change, as the final ECAM Agenda is pending approval and will be sent out shortly. Please plan accordingly so you may sign in and be seated before the start of the session. Please make sure you bring all training materials with you, they will be posted on our website closer to ECAM. Also, please be aware that your Board of Supervisors must approve this travel and include it on their meeting minutes. Should you have any questions, please contact Matt Grubbs at 601-359-6582 or you may contact our Elections Training Coordinator, Lindsay Leonard, at 601-359-6687. Thank you.

