



DELBERT HOSEMANN
Secretary of State

TO: Democratic and Republican County Executive Committee Chairs
Jamie Franks, State Democratic Executive Committee Chairman
Arnie Hederman, State Republican Party Executive Committee Chairman

CC: Circuit Clerks

FROM: Matt Grubbs 
Director of Elections Administration/HAVA Administrator

DATE: December 1, 2011

SUBJECT: 2012 Executive Committee Certification Training

Please be advised, the Secretary of State's Office will be conducting our yearly mandatory Party Executive Committee Certification Training sessions on the following dates:

January 5th, 2012
January 10th, 2012
January 17th, 2012
February 3rd, 2012
February 7th, 2012

Pursuant to Miss. Code Ann. Section 23-15-211, Party Executive Committee Chairs, or their designee, shall be required to attend one Certification Training Session per year, in Primary Election years. No other Party Executive Committee certification training sessions will be offered this calendar year, beyond the dates of the above-scheduled sessions. The training will cover the primary election process and selected laws applicable to the primary elections. Each participant shall receive a certificate from the Secretary of State, upon completion, indicating that the named participant has received the elections training seminar instruction and that each participant is fully qualified to conduct an election.

Attached you will find the pre-registration form for the Party Executive Committee Certification Training sessions. Pre-registration is mandatory. It allows our agency to make plans for seating and training rooms. Please register by completing the enclosed form and returning it to our office by mail or fax by the deadline indicated on the form.

To ensure that our office reaches out to all current Party Executive Committee members, I am requesting that the Circuit Clerks please forward copies of this memo and registration form to the chairs of the Democratic and Republican Executive Committees in their counties. We are sending this memo to the list of chairs we received from the State Executive Committees but there could be changes and we don't want to miss anyone.

Each attendee will need to bring the materials to the training. The training materials will be located on our website by Thursday, December 22nd, at the following web address:
http://www.sos.ms.gov/elections_elections_officials_center2.aspx

If you have questions or need additional information, please contact Lindsay Leonard, Elections Training Coordinator, at (601) 359-6687 or me at (601) 359-6582. Thank you.

PRE-REGISTRATION FORM
Mississippi Secretary of State's Office
2012 Executive Committee Certification Training
PLEASE PRINT

Please fill out one form for each participant.
One (1) person from each party, in each county may attend (Chair or designee)

NAME: _____
MAILING ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
COUNTY: _____
PHONE: _____ SECONDARY PHONE: _____
EMAIL ADDRESS: _____
(Registration confirmation will be sent via email! Please include!)

Check one of the following that describes your position:

_____ State Executive Committee Member, _____ Party
_____ County Executive Committee Chair, _____ Party
_____ County Executive Committee Member, _____ Party
_____ Other, Please describe _____

PLEASE CHECK THE BLANK BY THE TRAINING SESSION YOU PLAN TO ATTEND:

_____ The Capps Center, MS Delta Community College—*Indianola*
920 Highway 82 West
Indianola, MS 38751
DATE: JANUARY 5, 2012 TIME: 9:00 – 5:00
* Voting Device Training Included: DRE (TSX Touch Screen) Diebold

_____ MS Public Broadcast Auditorium—*Jackson*
3825 Ridgewood Road
Jackson, MS 39211
DATE: JANUARY 10, 2012 TIME: 9:00 – 5:00
* Voting Device Training Included: DRE (TSX Touch Screen) Diebold,
DRE (WINvote Touch Screen) Advance VS
DRE (Ivotronic Touch Screen) ES&S

_____ Lake Terrace Convention Center—*Hattiesburg*
1 Convention Center Plaza
Hattiesburg, MS 39401
DATE: JANUARY 17, 2011 TIME: 9:00 – 5:00
* Voting Device Training Included: DRE (TSX Touch Screen) Diebold,
Precinct Scanner ES&S

_____ Itawamba Community College—*Tupelo*
2176 S. Eason Blvd.
Tupelo, MS 38804
DATE: FEBRUARY 3, 2012 TIME: 9:00 – 5:00
* Voting Device Training Included: DRE (TSX Touch Screen) Diebold,
Precinct Scanner ES&S

_____ MS Public Broadcast Auditorium—*Jackson*
3825 Ridgewood Road
Jackson, MS 39211
DATE: FEBRUARY 7, 2012 TIME: 9:00 – 5:00
* Voting Device Training Included: DRE (TSX Touch Screen) Diebold,
DRE (WINvote Touch Screen) Advance VS
DRE (Ivotronic Touch Screen) ES&S

PRE-REGISTRATION DUE NO LATER THAN: DECEMBER 22nd

**Please send Pre-Registration to:
Lindsay Leonard
MS Secretary of State's Office
Post Office Box 136
Jackson, MS 39205-0136
Lindsay.Leonard@sos.ms.gov
(601) 359-6687 or 1-800-829-6786
FAX (601) 359-1499 or FAX#2 (601) 359-5019**