



DELBERT HOSEMANN
Secretary of State

TO: Democratic and Republican County Executive Committee Chairs
Jamie Franks, State Democratic Executive Committee Chairman
Joe Nosef, State Republican Party Executive Committee Chairman

FROM: Matt Grubbs
Director of Elections Administration/ HAVA Administrator

DATE: February 21, 2012

SUBJECT: 2012 Party Executive Committee Certification Training Make-up Session

Please be advised, the Secretary of State's Office will conduct ONE (1) FINAL CERTIFICATION MAKE-UP TRAINING SESSION at Mississippi Public Broadcasting Auditorium in Jackson on March 2, 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 session. 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 Chairs, **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, more importantly to the county party which had no representation at any of our prior training sessions this year.** We are sending this memo to the list of chairs we received from the State Executive Committees but there could be changes we are unaware of and we don't want to miss anyone.

Each attendee will need to bring the materials to the training. The training materials can be found at the following link on our website: 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.

Please fax or mail your completed registration form by February 29, 2012

to the attention of:

Lindsay Leonard
Elections Training Coordinator
MS Secretary of State's Office
401 Mississippi Street
Jackson, MS 39205

Lindsay.Leonard@sos.ms.gov

Phone: 601-359-6687

Fax: 601-359-5019



DELBERT HOSEMANN
Secretary of State

PRE-REGISTRATION

2012 Party Executive Committee FINAL Make Up Training

NAME: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

COUNTY: _____

PHONE: _____ SECONDARY PHONE: _____

EMAIL ADDRESS: _____

(Registration confirmation will ONLY be sent via email. Please include your address.)

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 MARK THE TYPE OF VOTING DEVICE USED:

_____ PRECINCT SCANNER

_____ TOUCH SCREEN/ DRE – TSX – STATEWIDE VOTING SYSTEM

_____ TOUCH SCREEN/ DRE - ADVANCE VOTING SOLUTIONS SYSTEM – HINDS COUNTY

_____ TOUCH SCREEN/ DRE – ES&S SYSTEM – RANKIN COUNTY

_____ OTHER

LOCATION: MS Public Broadcasting Auditorium

3825 Ridgewood Road

Jackson, MS 39211

DATE: March 2, 2012 TIME: 9:00am – 5:00pm

Please find materials that are needed for this training here:

<http://www.sos.ms.gov/page.aspx?s=7&s1=1&s2=67>

PRE-REGISTRATION DUE BY: February 29, 2012

Please return this form 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

FAX (601) 359-5019 or (601) 576-2545

PLEASE NOTE:

1. If you are unable to attend the entire session you will not receive certification.
2. The address used to complete this pre-registration form is the address to which your certificate will be mailed.
3. Training on your voting system will not be offered if we do not receive pre-registration forms noting that system.
4. Lunch will not be provided.