



DELBERT HOSEMANN
Secretary of State

TO: County Election Commission Chairs;
Newly Elected & Appointed Election Commissioners;

CC: County Circuit Clerks; Kim Turner, Assistant Secretary of State for Elections;
Amanda Frusha, Director of Elections Compliance

FROM: Lindsay Kellum, Elections Training Coordinator

DATE: October 25, 2013

SUBJECT: Newly Elected & Appointed Election Commissioner Orientation Session,
January 22, 2014 - ECAM Convention, Philadelphia, MS

Please be advised: The Secretary of State's Office will conduct the New Election Commissioner Orientation Training session on January 22, 2014 at the Annual ECAM Convention. The training session is only required for the County Election Commissioners who have been elected for the first time or are newly appointed.

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 every effort to attend this very important training. The tentative schedule for this training has been set for the following dates:

- **Orientation: Introduction to Elections**
Wednesday, January 22, 2014 from 8:00 am – 12:00 pm, required for all counties with new commissioners

(Please Find Pre-Registration Form Attached with Additional Details)

Please remember this agenda is tentative and subject to change, as the final ECAM agenda will be handed out during convention registration. 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 the MSOS website no later than January 3, 2014.*** Also, please be aware that your Board of Supervisors must approve this travel and include it in their meeting minutes.

IMPORTANT NOTES: Please remember that you must visit ECAM's website at www.msecam.com to obtain all information regarding the 2014 Annual ECAM Convention, including Convention & Hotel Registration Forms, Convention Information Updates & the Tentative Agenda. All hotel accommodations must be made directly through ECAM's Treasurer, Larry Gardner, not through Silver Star Casino. To be cost-effective, ECAM has gone electronic this year and no longer mails out information packets directly to the counties, as they have done in prior years.

The Secretary of State's Office will accept pre-registration forms for Newly Elected & Appointed Commissioners Orientation only; all other convention materials such as convention pre-registration, checks, or hotel registration forms will need to be sent directly to ECAM. Lastly, all Orientation & Convention Training Materials (which are necessary to print and bring with you to class) will be posted to the Secretary of State's Website no later than January 3, 2014 at the following link: <http://www.sos.ms.gov/page.aspx?s=7&s1=1&s2=95>.

Should you have any questions, please contact Lindsay Kellum, Elections Training Coordinator, at 601-359-6687, or Amanda Frusha, Director of Elections Compliance, at 601-359-5213.



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2014 ECAM CONVENTION - ELECTION COMMISSIONER ORIENTATION
(for Newly Elected or Appointed Commissioners / Commissioners Who Have Not Previously Attended Orientation)

Please Print

NAME: _____

MAILING ADDRESS: _____

CITY: _____ ZIP: _____

PHONE: _____ SECONDARY PHONE: _____

EMAIL ADDRESS: _____

COUNTY: _____

ELECTION COMMISSION CHAIR: _____

DATE YOU TOOK OFFICE / WILL TAKE OFFICE: _____

PLEASE MARK THE TYPE OF VOTING DEVICE USED:

- TSX TOUCH SCREEN/ DRE (STATEWIDE VOTING DEVICE)
 M100 PRECINCT SCANNER (DESOTO, LEE, HARRISON, YALOBUSHA)
 DS200 PRECINCT SCANNER (HINDS)
 TOUCH SCREEN/ DRE – IVOTRONIC (RANKIN)
 OTHER

ORIENTATION: INTRODUCTION TO ELECTIONS

DATE: WEDNESDAY, JANUARY 22, 2014; 8:00 AM – 12:00 PM, ROOM #3& #4
SILVERSTAR CASINO, 13541 HWY 16, PHILADELPHIA

PRE-REGISTRATION IS DUE NO LATER THAN JANUARY 3, 2014

PLEASE NOTE:

1. If you are unable to attend the entire session you will not receive credit for attending orientation or certification training. You must attend ALL of the orientation session.
2. Your orientation certificate will be mailed to your Election Commission Chair in addition to your certification completion certificate.

Training Materials Will Be Posted to Our Website No Later Than January 3, 2014.

To access training materials, please visit our website at:
http://www.sos.ms.gov/elections_elections_officials_center2.aspx

Please fax or mail your completed registration form by no later than January 3, 2014
to the attention of:

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MS Secretary of State's Office
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Phone: 601-359-6687
Fax #1: 601-359-5019; Fax #2: 601-576-2545