



DELBERT HOSEMAN
Secretary of State

TO: Circuit Clerks and County Elections Commissioners unable to attend ECAM

FROM: Matt Grubbs

DATE: December 28, 2009

SUBJECT: Elections Certification Training Make-up Sessions

The Secretary of State's Office will conduct two (2) Make-Up Elections Certification Training sessions for county election officials in 2010. These training sessions are for those who are not attending the election certification training at the Election Commissioners Association of Mississippi (ECAM) convention this January in Philadelphia. If you plan to attend ECAM elections certification training this month, you are advised not to attend the make-up sessions to save your training days. The dates and locations for the make-up training sessions are provided in the attached registration materials.

Please be advised that state law requires the county election commissioners to attend at least one elections certification training session per year, i.e., within 12 months prior to conducting an election (Miss. Code. Ann. §23-15-211). Circuit clerks are invited to attend one of these sessions, as well. No other certification training sessions are scheduled to be offered this calendar year beyond the dates of these upcoming sessions.

Attached you will find the pre-registration form. The time for each session is 9:00 a.m. to 5:00 p.m. with a break for lunch. **Pre-registration is mandatory**. It allows our agency to make adequate plans for seating, training materials, training rooms, and refreshments. Register for the session of your choice by completing the enclosed form and returning it to our office by mail, or fax by the deadline date listed on the form. If you choose to fax the pre-registration please use a cover sheet and make it **Attention: Natalie Cole**.

Just to be sure no commissioners miss receiving this information I am requesting that circuit clerks please forward copies of the registration materials and memo to commissioners who missed ECAM certification training in each county and encourage their attendance. If you have questions or need further information, please call Natalie Cole at 601-359-5213 or Matt Grubbs at (601) 359-6582. Thank you very much!

**PRE-REGISTRATION
2010 CERTIFICATION TRAINING MAKE-UP SESSIONS
COUNTY ELECTION COMMISSIONERS**

NAME: _____
MAILING ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
HOME PHONE: _____ OFFICE PHONE: _____
FAX NUMBER: _____ MOBILE PHONE: _____
COUNTY: _____ EMAIL ADDRESS: _____

CHECK ONE OF THE FOLLOWING THAT DESCRIBES YOUR POSITION IN ELECTIONS:

____ CHAIRMAN COUNTY ELECTION COMMISSION
____ COUNTY ELECTION COMMISSIONER
____ CIRCUIT CLERK
____ OTHER, PLEASE DESCRIBE _____

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

____ **LAKE TERRACE CONVENTION CENTER**
ONE CONVENTION CENTER PLAZA HATTIESBURG, MS 39401
MULTIPURPOSE ROOM
DATE: FEBRUARY 08, 2010, TIME: 9:00 – 5:00 INCLUDING LUNCH BREAK
PRE-REGISTRATION DUE BY: JANUARY 15, 2010

____ **HOLMES COMMUNITY COLLEGE**
1060 AVANT DRIVE GRENADA, MS 38901
CONFERENCE ROOM
DATE: FEBRUARY 26, 2010 TIME: 9:00 – 5:00 INCLUDING LUNCH BREAK
PRE-REGISTRATION DUE BY: JANUARY 15, 2010

PLEASE MARK THE TYPE OF VOTING DEVICE USED:

____ **PRECINCT SCANNER COUNTER**
____ **TOUCH SCREEN/ DRE – DIEBOLD/PREMIER – STATEWIDE VOTING SYSTEM**
____ **TOUCH SCREEN/ DRE - ADVANCE VOTING SOLUTIONS SYSTEM – HINDS**
____ **COUNTY**
____ **TOUCH SCREEN/ DRE – ES&S SYSTEM – RANKIN COUNTY**
____ **OTHER**

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 unless you note a change in your address on the certification completion form.
3. Training on voting systems will not be offered at a location if we do not receive pre-registration forms noting that system. We are making arraignments for trainers to be available for the voting systems

PLEASE RETURN TO:
MISSISSIPPI SECRETARY OF STATE'S OFFICE
ATTN: NATALIE COLE
POST OFFICE BOX 136
JACKSON, MISSISSIPPI 39205-0136
(601) 359-5213, 1-800-829-6786, OR FAX (601) 359-1499