



**DELBERT HOSEMANN**  
*Secretary of State*

**TO:** County Elections Commissioners and Circuit Clerks unable to attend 2014 ECAM Convention  
**FROM:** Lindsay Kellum, Elections Training Coordinator  
**DATE:** February 3, 2014  
**RE:** 2014 County Election Commission Certification, Make-Up Sessions

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The Secretary of State's Office will conduct two (2) Elections Certification Make-Up Training sessions for County Election Officials that will be held in March and April of 2014. These training sessions are for those that were not able to attend the Elections Certification Training at the Election Commissioners Association of Mississippi (ECAM) Convention in January. The first session will be held on March 18-19, 2014, followed by one final make-up session on April 15-16, 2014. Both sessions will be held at the MS Public Broadcasting Auditorium (3825 Ridgewood Rd. Jackson, MS 39211). The only Orientation make-up session for Newly Elected/Appointed Commissioners is scheduled for the morning of April 15<sup>th</sup>.

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 county certification training sessions are scheduled to be offered this calendar year beyond the dates of the sessions noted above. According to state law (Miss. Code. Ann. §23-15-211), the County Board of Supervisors shall pay members of the County Election Commission to attend training events a per diem in the amount provided in the code (Miss. Code. Ann. §23-15-153). Please be aware that your Board of Supervisors must approve this travel and include it on their meeting minutes. 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 § 15-153 will not be paid. Please make every effort to attend this very important training.

**Attached you will find the pre-registration form; please indicate which session you would like to attend and if you will be attending the orientation session on the morning of April 15. Hotel information is also attached for your convenience.** Please try to arrive about 20 minutes early to class, in order to sign in and find your seat, as the session will begin on time. Lastly, please remember, **Pre-registration is mandatory**. Please complete the enclosed form and return it to our office by the pre-registration deadlines on the attached form.

To access training materials, please visit our website at:  
<http://sos.ms.gov/page.aspx?s=7&s1=1&s2=145>

**Please fax or mail your completed registration form by the deadlines indicated above to the attention of:**

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

[Lindsay.Kellum@sos.ms.gov](mailto:Lindsay.Kellum@sos.ms.gov)

Phone: 601-359-6687

Fax: 601-576-2545; Fax #2: 601-359-5019

**If you have questions or need further information, please call Lindsay Kellum, Elections Training Coordinator at 601-359-6687 or Amanda Frusha, Director of Elections Compliance, at 601-359-5213.**



DELBERT HOSEMANN  
Secretary of State

PRE-REGISTRATION FORM

2014 COUNTY ELECTION COMMISSIONER CERTIFICATION TRAINING MAKE-UP SESSIONS

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

COUNTY: \_\_\_\_\_

PHONE: \_\_\_\_\_ SECONDARY PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

(Registration confirmation will be sent via email! Please include!)

Please indicate which session you plan to attend:

\_\_\_\_\_ MARCH 18-19, 2014

Certification: 9:00am to 5:00pm (attendance required both days) at MPB Auditorium, Jackson) *PLEASE*

*NOTE: LOCATION SUBJECT TO CHANGE. Orientation will not be offered at this session.*

**Pre-Registration due by: March 14, 2014**

\_\_\_\_\_ APRIL 15-16, 2014

Orientation: April 15 from 9:00am to 12:00pm;

Certification: April 15 from 1:30pm to 5:00pm AND April 16 from 9:00am to 5:00pm (attendance required both days) at MPB Auditorium, Jackson *PLEASE NOTE: LOCATION SUBJECT TO CHANGE*

**Pre-Registration due by: April 11, 2014**

**\*ARE YOU ATTENDING ORIENTATION? YES OR NO (PLEASE CIRCLE)**

Please indicate your position:

\_\_\_\_\_ Election Commission Chair

\_\_\_\_\_ Election Commissioner \*Newly Elected / Appointed? Yes Or No (Please Circle)

\_\_\_\_\_ Circuit Clerk

\_\_\_\_\_ Deputy Clerk

\_\_\_\_\_ Other, Please Describe \_\_\_\_\_

Please mark the type of voting device used:

\_\_\_\_\_ TSX Touch Screen/ DRE (Statewide Voting System)

\_\_\_\_\_ M100 Precinct Scanner (Desoto, Lee, Yalobusha, Harison Counties)

\_\_\_\_\_ IVotronic Voting Machine (Rankin County)

\_\_\_\_\_ DS200 Precinct Scanner (Hinds County)

\_\_\_\_\_ Other \_\_\_\_\_

Please find materials that are needed for this training here:

<http://www.sos.ms.gov/page.aspx?s=7&s1=1&s2=135>

**\*PRE-REGISTRATION DUE BY MARCH 14, 2014 OR APRIL 11, 2014 DEPENDING ON SESSION**

**CHOSEN:**

Please return this form to:

Lindsay Kellum, Elections Training Coordinator

MS Secretary of State's Office

Post Office Box 136

Jackson, MS 39205-0136

Lindsay.Kellum@sos.ms.gov

(601) 359-6687

Fax: 601-576-2545

Fax #2: 601-359-5019

*PLEASE NOTE:*

1. If you are unable to attend the entire session you will not receive certification.
2. Training on your voting system will not be offered if we do not receive pre-registration forms noting your system.
3. Lunch will not be provided by MSOS

## Hotel information for 2014 ECAM Make-Up Sessions

ECAM Make-Up Sessions  
March 18-19, 2014 or April 15-16, 2014

### Jackson Area Hotel List (Convenient to MSOS Downtown Office and MPB Auditorium)

Here are several choices of hotels in the area. If you go to [www.google.com/maps](http://www.google.com/maps) you can search the directions from each of these hotels to the MPB Auditorium by putting in the addresses for each.

- Holiday Inn Express, North Jackson/Ridgeland  
6 miles away from MPB Auditorium  
6485 Frontage Road, Ridgeland  
1-800- 939-4249  
<http://www.hiexpress.com/hotels/us/en/ridgeland/janrd/hoteldetail>
- Hilton, North Jackson  
5 miles away from MPB Auditorium  
1001 East County Line Road, Jackson  
1-601-957-2800  
[http://www1.hilton.com/en\\_US/hi/hotel/JANJHHF-Hilton-Jackson-Mississippi/index.do](http://www1.hilton.com/en_US/hi/hotel/JANJHHF-Hilton-Jackson-Mississippi/index.do)
- Courtyard Marriot, North Jackson  
5 miles away from MPB Auditorium  
6280 Ridgewood Court Drive, Jackson  
1-601- 956-9991  
<http://www.marriott.com/hotels/travel/jancy-courtyard-jackson/>
- Cabot Lodge, Jackson  
3.5 miles away from MPB Auditorium  
2375 North State Street, Jackson  
1-601-948-8650  
<http://www.cabotlodgemillsaps.com/>
- Holiday Inn Express-Dogwood, Flowood  
4.5 miles away from MPB Auditorium  
112 Ridge Way, Flowood  
1-800- 939-4249  
<http://www.hiexpress.com/hotels/us/en/flowood/fwdms/hoteldetail>
- Holiday Inn Express-Trustmark Park, Pearl  
9 miles from MPB Auditorium  
110 Bass Pro Drive, Pearl  
1-800- 939-4249  
<http://www.holidayinn.com/hotels/us/en/pearl/janbp/hoteldetail>
- Hilton Garden Inn, Pearl  
9 miles from MPB Auditorium  
438 Riverwind Drive, Pearl  
1-601-933-1174  
<http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=JANSPGI>

- Hilton Garden Inn, Downtown Jackson  
 15 miles from MPB Auditorium  
 235 West Capitol Street, Jackson, MS 39201  
 Tel: 1-601-353-5464  
 Website: <http://hiltongardeninn.hilton.com/en/gi/hotels/index.jhtml?ctyhocn=JANTWGI>
- Old Capitol Inn, Downtown Jackson  
 12 Miles from MPB Auditorium  
 226 North State Street  
 Jackson, MS 39205  
 Tel: 1-601-359-9000  
 Website: <http://www.oldcapitolinn.com/default.asp>
- Hampton Inn and Suites Coliseum, Downtown Jackson  
 18 Miles from MPB Auditorium  
 320 Greymont Avenue, Jackson, MS 39202  
 Tel: 1-601-352-1700  
 Website: <http://hamptoninn.hilton.com/en/hp/hotels/index.jhtml?ctyhocn=JANHSHX>
- Jackson Marriott, Downtown Jackson  
 15 miles from MPB Auditorium  
 200 East Amite Street · Jackson, MS 39201  
 Tel: 1-601-969-5100  
 Website: <http://www.marriott.com/hotels/travel/JANMC-Jackson-Marriott>
- Cabot Lodge Millsaps, State Street  
 14 miles from MPB Auditorium  
 2375 North State Street  
 Jackson, MS 39202  
 Tel: 1-601-948-8650  
 Website: <http://www.cabotlodgemillsaps.com/index.php>
- Redroof Inn Fairgrounds, off High Street  
 12 Miles from MPB Auditorium  
 700 Larson Street  
 Jackson, MS 39202  
 Tel: 1-601-969-5006  
 Website: <http://redroof.com/reservations/property-detail.aspx?pid=00131>
- Best Western, off High Street  
 14 Miles from MPB Auditorium  
 725 Larson Street, Jackson, MS 39202  
 Tel: 1-601-969-6555  
 Website: [http://book.bestwestern.com/bestwestern/US/MS/Jackson-hotels/BEST-WESTERN-Executive-Inn/Hotel-Overview.do?propertyCode=25076&cm\\_mmc=PTI-\\_-local-\\_-feed-\\_-25076](http://book.bestwestern.com/bestwestern/US/MS/Jackson-hotels/BEST-WESTERN-Executive-Inn/Hotel-Overview.do?propertyCode=25076&cm_mmc=PTI-_-local-_-feed-_-25076)