

# State of Wisconsin\Government Accountability Board

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**DATE:** November 28, 2008

**TO:** Wisconsin County Clerks  
Wisconsin Municipal Clerks  
City of Milwaukee Election Commission  
Milwaukee County Election Commission

**FROM:** Nathaniel E. Robinson  
Elections Division Administrator  
Government Accountability Board

**SUBJECT:** Draft Protocols for Review and Comment by Friday, December 12, 2008  
Four-Year Voter Records Maintenance and Retroactive HAVA Checks

Attached are two detailed draft documents (Protocols) – a Four-Year Voter Record Maintenance Policy, and a Retroactive HAVA Check Policy -- for your immediate review and comment. Via email, please provide us with your feedback by **Friday, December 12, 2008**.

We are trying to schedule a WisLine teleconference call for **Thursday afternoon, December 11, 2008**, in the afternoon, to give you a “real time” forum in which to share your comments with us. Our consultation with the University of Wisconsin-Extension, Local Government Division, revealed that only a limited number of lines are available on Thursday afternoon, December 11, 2008. This means that even if we are successful in scheduling a WisLine teleconference call, all of you will not be able to join-in due to limited capacity. Availability will be on a first come basis. This is why we are asking you to provide your written feedback, via email, to us by the Close of Business (COB), Friday, December 12, 2008.

## Vetting the Preliminary Draft Protocols with the SVRS Standards Committee

The SVRS Standards Committee met on Monday, November 24, 2008, to review and advise on the preliminary drafts for both the proposed Four-Year Voter Record Maintenance and the Retroactive HAVA Checks Protocols. The attached drafts contain detailed feedback provided by the SVRS Standards Committee.

1. Attached are draft Guiding Principles and Values that provided the context in which the two proposed policy documents (Protocols) were developed by G.A.B. staff and vetted by the SVRS Standards Committee.
2. Based on the SVRS Standards Committee advice, the G.A.B. staff proposes that G.A.B. conducts the statewide **Four-Year Voter Record Maintenance** in order to ensure uniformity and consistency.

Wisconsin Statute §6.50 (1) and (2) mandate that municipal clerks must periodically conduct a purge of electors who have not voted within the past 4 years. Within 90 days after the November General Election, clerks must send a mailing to all registered voters who have been qualified to vote for the past 4 years but who have not voted. The mailing notifies voters that if they do not respond within 30 days, their registration will be inactivated. G.A.B. will perform this Four-Year Voter Records Maintenance function on behalf of all municipalities.

**NOTE:** No later than Friday, December 12, please send your comments to Ann Oberle, SVRS UAT Lead. Ann may be reached at [Ann.Oberle@wi.gov](mailto:Ann.Oberle@wi.gov), or at 608/ 264-6764.

3. Based on the SVRS Standards Committee advice, the G.A.B. staff proposes that G.A.B. conducts the statewide **Retroactive HAVA Checks of Voter Records** in order to ensure uniformity and consistency.

The Help America Vote Act (HAVA) of 2002 and State statutes require the conduction of voter data comparisons with the Wisconsin Department of Transportation (DOT) and Federal Social Security Administration (SSA) -- hereafter referred to as "HAVA Checks" -- on registered electors. These HAVA Checks are facilitated by Wisconsin's Statewide Voter Registration System (SVRS).

During the August 27, 2008, meeting of the Government Accountability Board (G.A.B.), the Board directed staff to gather statistics and facts and prepare a report analyzing the non-matches identified between August 6 and the November 4, General and Presidential Election. Based on staff's report, the Board committed to implementing a statewide inform procedure for improving the quality of voter data preceding August 6, 2008 with the DOT and SSA databases. G.A.B. will perform this Retroactive HAVA Check of Voter Records function on behalf of all municipalities.

**NOTE:** No later than Friday, December 12, please send your comments to Sarah Whitt, SVRS Functional Team Lead. Sarah may be reached at [Sarah.Whitt@wi.gov](mailto:Sarah.Whitt@wi.gov), or at 608/ 261-2034.

Thank you for your usual cooperation. Please let me know if we can provide additional information or assistance. If needed, I may be contacted at 608/ 267-0715, or at [Nat.Robinson@wi.gov](mailto:Nat.Robinson@wi.gov). Thank you!

cc: Kevin J. Kennedy  
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Barbara A. Hansen  
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