



U. S. ELECTION ASSISTANCE COMMISSION
OFFICE OF THE EXECUTIVE DIRECTOR
1201 New York Avenue, NW, Suite 300
Washington, DC. 20005

REMINDER and AGENDA

**U. S. Election Assistance Commission Briefing for new and current Secretaries of State,
Lieutenant Governors and State Election Directors**

This briefing will be held on Thursday, February 10, 2011 from 12:15 PM – 1:30 PM in Salon II of the J. W. Marriott Hotel. This is the same room in which NASS will host its session beginning at 2:00 PM. We are aware that for some this would be lunchtime. But, unfortunately, this was the only available timeframe for us so please feel free to bring a bite to eat should you so desire.

We encourage you to learn more about EAC's Voting System Certification Program, the Voting Systems Standards Program, Requirements Payments and Grants, Research activities and Communication efforts. These and other EAC programs have proven to be beneficial to those new to elections and we hope you will learn more about them.

We hope you will join us to learn about EAC and its available resources that have proven helpful to established election officials.

Should you have any questions, please direct inquiries to Ms. Bert Benavides, Special Assistant to Executive Director Thomas R. Wilkey at 202-566-3114 or via e-mail, bbenavides@eac.gov.

Thank you.



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EAC BRIEFING FOR NEW AND CURRENT STATE OFFICIALS

February 10, 2011
12:15 PM – 1:30 PM, Salon II
J. W. Marriott Hotel, Washington DC

A G E N D A

- 12:15 PM** Introduction - Tom Wilkey, Executive Director
- Welcoming Remarks – Commissioner Donetta Davidson
- Introduction – Mark Robbins, General Counsel
- 12:20 PM** *Division presentations, followed by Q & A:*
- Jeannie Layson - Director, Communications and Congressional Relations
“Delivering EAC information, tools and resources”
- 12:35 PM** Karen Lynn-Dyson – Director, Research, Policy and Programs
“Using EAC’s election data, policies and effective management practices”
- 12:50 PM** Brian Hancock – Director, Voting Systems, Testing and Certification
“Update: Communicating with and assisting state and local election officials”
- 1:05 PM** Monica Evans - Grants Manager
“Administration of grant funds authorized by HAVA”
- 1:25 PM** Closing Remarks – Tom Wilkey, Executive Director