

GENERAL INFORMATION SYSTEM
Center for Employment and Economic Supports

August 18, 2011

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TO: Commissioners, TA Directors, FS Directors, WMS Coordinators, CAP/TOP Coordinators, HEAP Coordinators, Staff Development Coordinators

FROM: Russell Sykes, Deputy Commissioner, Center for Employment and Economic Supports

SUBJECT: National Voter Registration Act (NVRA) Responsibilities-2011 Primary Election

EFFECTIVE DATE: Immediately

CONTACT PERSON: Pam Pomiber at 1-800 343-8859, extension 4-9344

The purpose of this message is to inform each Social Services District (SSD) of the voter registration deadline date for the September 13, 2011 Primary Election.

The voter registration deadline for participation in the 2011 Primary Election is August 19, 2011. SSDs are reminded that any voter registration forms collected through the close of business on Friday, August 19, 2011 must be hand delivered or mailed to their county-specific Board of Elections Office (BOE) and postmarked that day. SSDs are also reminded that Agency Based Voter Registration Transmittal Forms must be sent to their county-specific BOE on a weekly basis.

Additionally, this message emphasizes that each SSD has the responsibility for updating their county-specific National Voter Registration Act (NVRA) Site Coordinator(s) contact information (name, telephone number, e-mail address, etc) at this time and report the information to Pam Pomiber.

Any changes to NVRA Site Coordinator(s) contact information may be made anytime by contacting Pam Pomiber in any of the following three ways.

- Email at Pam.Pomiber2@otda.state.ny.us
- Email through Outlook if you have a computer connected to the New York State Human Services Enterprise Network (HSEN), or
- Fax at (518) 473-0511

If you need instructions on SSD roles and responsibilities applicable to NVRA, you may refer to 95 ADM-01 and 94 LCM-104.