

# 510-ELECTIONS COMMISSION

Dept #: 510/ Department Name: ELECTIONS COMMISSION

RDA # RDA Title Retention Disposition PII

**00009000.** **ORIGINAL COUNTY CANVASSES ELECTION RETURNS FOR PRESIDENTIAL,** **CR+10** **SHSW** **N**

This records series contains:

1. Governors' Orders for Special Elections.

2. Original county canvasses election returns for presidential, statewide, legislative and judicial candidates, and referenda. Canvasses contain vote totals of presidential, statewide, legislative and judicial, races and referenda. They are received from each of Wisconsin's 72 counties. Each county canvass contains the vote totals of each of that county's municipalities. Canvassing of ballots is conducted at the local level, with each municipality entering election totals for each candidate and referendum. Canvasses are filed chronologically by date of primary. 3. State canvasses which include the votes cast by county for each statewide, legislative and judicial candidates, and statewide referenda. 4. Certificates containing the name and offices of individuals elected in Wisconsin.

These records are not covered by Wis. Stat. § 7.23, destruction of election materials, or any of the General Records Schedules. Any records that were transferred to the Wisconsin Elections Commission by the former Government Accountability Board and the former State Elections Board are included.

EVENT = Creation

**00020000.** **HELP AMERICA VOTE ACT RETURNED PING LETTERS** **EVT+7** **DEST** **Y**

RETURNED LETTERS, INCLUDING UNDELIVERABLE LETTERS, IN RESPONSE TO FEDERALLY MANDATED CHECKS ON VOTERS' DATE OF BIRTH, NAME AND DRIVERS LICENSE NUMBERS. THIS WAS A ONE-TIME EVENT THAT THE GOVERNMENT ACCOUNTABILITY BOARD IS REQUIRED TO KEEP RECORD OF FOR SEVEN YEARS ACCORDING TO FEDERAL REQUIREMENTS.

EVENT = RECEIPT OF LETTER + 7 YEARS AND DESTROY CONFIDENTIAL

**00023000.** **RECALL PETITIONS** **EVT+3** **SHSW** **Y**

THIS RECORD SERIES CONTAINS RECALL PETITIONS, CORRESPONDENCE, AND RELATED RECORDS FOR RECALLS OF STATE, CONGRESSIONAL, LEGISLATIVE AND JUDICIAL OFFICES PURSUANT TO WIS. STAT. SEC. 9.10(3). THIS RECORDS SERIES EXCLUDES BOARD MEETING RECORDS WHICH INCLUDE ANY CHALLENGE RECORDS AND ARE RETAINED PURSUANT TO RDA 21000. THIS RECORDS SERIES ALSO EXCLUDES ANY DATABASE ELECTRONIC RECORDS. PAPER RECORDS WILL BE DESTROYED AFTER THREE YEARS, AND ELECTRONIC VERSIONS OF THOSE RECORDS WILL BE TRANSFERRED TO STATE ARCHIVES (WHS) FOR PRESERVATION.

RETENTION: EVT + 3 YEARS AND TRANSFER TO STATE ARCHIVES(WHS)  
EVENT = DETERMINATION OF SUFFICIENCY/INSUFFICIENCY

**00025000.** **ELECTION DATA REPORTS** **EVT+20** **SHSW** **N**

This records series includes certain election-related data reports from Wisconsin local election officials to the Wisconsin Elections Commission and its predecessor agencies, the Government Accountability Board and the State Elections Board. These records are not covered by Wis. Stat. § 7.23, destruction of election materials, or any of the General Records Schedules. Local officials include municipal and county clerks and the City of Milwaukee Election Commission and the Milwaukee County Election Commission. Specific records include:

- Election Administration and Voting Statistics reports collected on form EL-190F and EL-190NF (formerly GAB-190)
- Election Cost Reports collected on forms EL-191 and EL-192
- Various clerk data surveys on forms EB-190, EB-191 and EB-192
- Other data reports subsequently created by the WEC.

Starting in 2008, records in this series are collected in electronic form. Prior to 2008, these records were collected exclusively on paper, and were not entered into a database. The Commission wishes to preserve these paper records and needs to create an RDA for them so they can be archived at the State Records Center.

EVENT = Date received

**00026000.** **REPORTS AND SURVEYS RECEIVED FROM LOCAL ELECTION OFFICIALS** **EVT+0/6** **DEST** **N**

This records series includes certain election-related reports, surveys, forms and data from Wisconsin local election officials to the Wisconsin Elections Commission (WEC) and its predecessor agencies, the Government Accountability Board and the State Elections Board. The WEC is creating this RDA because these records are not covered by Wis. Stat. § 7.23, destruction of election materials, or any of the General Records Schedules. Local officials include municipal and county clerks and the City of Milwaukee Election Commission and the Milwaukee County Election Commission. Specific records include:

