

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

PRESENT: Chairman Dorothy Hall, Vice-Chairman Harry Osborne, Secretary Ruth Ash, Board Member Carol Wesley, Board Member Patricia Pullar, Director Shauna Dozier, Elections and Registration Official Supervisor Kamardi Carter.

1. Chairman Hall called the meeting to order.
2. Moment of silence observed.
3. Adoption of Agenda: **Motion made by Board Member Carol Wesley, second by Secretary Ash. Vote unanimous. Motion carried.**
4. Approval of December 8, 2017 Regular Business Meeting minutes: **Motion made by Vice-Chairman Harry Osborne, second by Chairman Dorothy Hall. Voting strength of 5 votes; there were 4 yeas and 1 abstention by Board Member Patricia Pullar.**
5. Approval of December 8, 2017 Special Business Meeting minutes: **Motion made by Vice-Chairman Harry Osborne, seconded by Chairman Dorothy Hall. Voting strength of 5 votes: there were 4 yeas and 1 abstention by Board Member Patricia Pullar. Motion Carried**
6. PUBLIC COMMENT: Citizens will be given a three (3) minute maximum time limit to speak before the Board of Elections and Registration about various topics, issues, and concerns. Public comment will be limited to thirty (30) minutes. Following thirty minutes of hearing from the public, the Board of Elections and Registration will allow the remainder of citizens who have signed up to be heard at the next regular business meeting.

There were no comments by the public.

7. Old Business: There was no old business at this time.
8. New Business:

A. Directors Report

Director Dozier provided the Board of Elections with a monthly operations report for the month of December 2017. Director Dozier noted that as of January 1, 2017 there are 171,791 registered voters in Clayton County, GA.

Director Dozier provided the Board of Elections with a personnel report. Director Dozier stated that there are two part time and two full time positions vacant at this time. Director Dozier stated that the county has passed a vacant

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

position policy; whereas when a position becomes vacant, it has to remain vacant for sixty days before it can be filled. This was the reason as to why the Administrative Assistant position has not been filled.

Director Dozier stated the vacant position policy has expired and the job listing for the Administrative Assistant will be advertised today and it will be advertised until January 22, 2018.

Director Dozier informed the Board of Elections that there was an opportunity to put the Elections Technician position on the agenda for the Board of Commissioners meeting in December, however, it was removed without explanation. Director Dozier explained that this was a possible third attempt to request the position.

Director Dozier stated that she plans to include the position in the budget for the fiscal year of 2019. The plan would be to take one of the full time positions and either two of the part time positions or, as suggested, to combine the position in contract services to make the position budget neutral.

Director Dozier provided the Board of Elections with quotes from ES&S. Their quotes were \$24,000 for 6-12 days per an election; so the Board of Elections would be looking at possibly spending \$100,000 in contract services if the department does not get the Elections Technician position.

Board Member Pullar stated that we have had no Elections Technician and we have done the election without the internal Elections Technician by using our own county IT department. Board Member Pullar questioned, why we are deviating from that.

Director Dozier explained to the Board of Elections that there were personnel problems with the IT department and the maintenance of the equipment was not being maintained properly.

Board Member Pullar questioned if we could correct those things in terms of whether its personalities and those personalities would not work within the Elections Division. Board Member Pullar stated that she thinks they would have enough people in our IT department, which would not incur any additional cost to the county, and utilize what we already have and make certain that any of those issues that Director Dozier has addressed are corrected prior to our entering into the election season.

Board Member Pullar stated that Director Dozier has not justified in her mind that we should forego getting an Elections Staff person that's not addressing all

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

of the other administrative issues. Board Member Pullar questioned, what were the Elections Technician going to be doing during the rest of the season, because you have to have this person, why can't you hire the administrative assistant or somebody administrative wise and they are part time at doing this and they get trained by our IT department, or by Kennesaw State or wherever we think they have the right knowledge to train someone for that position, but to incur a full-time Elections Technician when other departments have their own personal Elections Technician doesn't in my mind make the case and that's probably why they keep taking it off of the agenda, because again historically we have not utilized an Elections Technicians to handle our elections and I don't see and unless you have already identified someone, where this person is going to be on the horizon, I just don't see it.

Director Dozier explained to the Board of Elections that Information Technology is not properly trained to conduct elections for the county. Director Dozier informed the Board of Elections that the department is required by law to have a custodian for the voting equipment and currently we are not in compliance because we don't have an Elections Technician.

Director Dozier stated that IT only came in to preform L&A duties, they did not come in and maintain the equipment. The situation that happened when Director Dozier first started on the board was a personnel issue. The IT Staff Member who worked on the equipment did several things that could have compromised this office, including on election night in May 2016 where there was an attempt to delay the tabulation of election results by IT personnel, and post-election this IT Staff Member made attempts to compromise the process in spite, therefore it was in the best interest of the Elections Department to dissolve the relationship with IT in that capacity.

Director Dozier stated that the Board of Elections needs to have a Custodian of the Voting Equipment that is under the jurisdiction of the Department of Elections and Voter Registration to protect the integrity of the process.

Board Member Patricia Pullar stated that she still do not agree with that, because Member Pullar knows that we have been operating without and for all those years we were not in compliance, so why can't we get in compliance with the IT department that we presently have, why can't they go to Kennesaw State and get the proper training that they need? For us to incur more additional cost and you going to ES&S and asking them and them telling us \$100,000 is ludacris.

Director Dozier stated that it is not an additional cost if we have a position that is budget neutral. Board Member Patricia Pullar stated to Director Dozier, No

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

we are paying you to ensure that we have the proper staff within the parameters that we are giving you, not to increase our budget by hiring somebody outside. Director Dozier stated that it's not an increase in the budget, it is budget neutral because what we are going to utilize is positions that we already have that are vacant and combine those positions in order to do that, so it's budget neutral.

Board Member Patricia Pullar questioned if this person was going to do all the voter registration applications, all of the absentee balloting that we get in, in 2018, they are going to be doing all of this, and what are they going to be doing prior to that, during the year, what are they going to be doing?

Director Dozier explained that the Elections Technician will be maintaining the voting equipment and they'll also be supervising.

Director Dozier explained that she surveyed other county election offices similar in size to Clayton and informed the Board that those counties have an Elections Technician person that supervises advance voting, training and maintaining the voting equipment on a daily basis for a salary of \$40,000 with benefits.

Director Dozier expressed that one of her objectives when she started, was cross-training the Staff and has been working toward that goal, however the office has faced multiple personnel challenges as the Board is aware such as operating without a supervisor for the 2016 Presidential election cycle, therefore, the priority was focused election tasks. Director Dozier also explained that she operated the office without any institutional knowledge from transitional training.

Board Member Pullar stated, that we cannot shoot ourselves in the foot and then ask for help.

Chairman Hall addressed Board Member Pullar stating, we cannot stop progress either and it seems as if you want us to remain the same because historically we were the same.

Board Member Pullar replied stating, that I understand and I am not going to fight this. Chairman Hall addressed Board Member Pullar stating, that we want you to come on board and understand what's going on, we cannot stay stuck in the past.

Director Dozier stated that, a custodian is required by law.

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

Director Dozier also stated that, the trend is more people are moving into Clayton County and each month the voter registration numbers are increasing. As they increase we will have to add more equipment. The State has piloted new voting equipment and we anticipate it will be replaced in the next couple of years.

Director Dozier stated that the job will become even more technical, and in order to be competitive, it is important that we have that position with the increase in the workload.

Director Dozier explained that election planning takes us about 6 – 8 months in advance to plan for an election, so when we're doing one election, we're planning for another election and if there's a run-off we are already in election posture, and we have some very short deadlines to complete tasks.

Director Dozier explained to the Board in response to Board Member Pullar's statement of utilizing the Staff to conduct the work of the Election Technician through cross training. Director Dozier stated that they are utilizing the staff, however after 40 hours the staff operates in overtime capacity, during advance voting, during voter registration. The Staff work very, very hard in what they do and are always willing to learn, however Director Dozier expressed that she has the responsibility to help the Staff by making sure that we have the resources available in order to be successful. Director Dozier expressed that Elections Technician position would in that process.

Director Dozier informed the Board of Elections that the 2018 election cycle calendar was included in the operations report. Correspondence was received from the Georgia Soil & Water Conservation Commission. They are interested in putting a district supervisor on the ballot for November 6.

Director Dozier informed the Board of Elections that she had been in contact with Clayton County Public Schools Superintendent Dr. Beasley and he verbally informed recently School Board Member Michael King passed away.

Dr. Beasley is looking into their charter and their governance to see if there is anything that says otherwise, and I am checking on my end checking what the code sections says.

Director Dozier informed the Board of Elections about qualifying for 2018 Elections. Qualifying will be March 5<sup>th</sup> – March 9<sup>th</sup>. We are in the process of preparing for that and informed the Board that they will receive a Clayton County Elections calendar with deadline, dates, etc.

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

Director Dozier informed the Board of Elections that we have reserved the community center room at the Clayton County Police Department Headquarters. Both parties will be holding qualifying there.

Director Dozier provided the Board of Elections with an update on renovations of the Election Center. The date to be completed, has not been determined.

Director Dozier informed the Board of Elections that the Tax Assessors new space in Annex III should be done by March. Planning and Zoning will be moving to the Tax Assessors old location, so that would open our space again for advance voting. I will provide you all with an update as soon as I get more information.

Board Member Pullar questioned Director Dozier on the invoices for the municipalities and wanted to review the City of Riverdale's invoice.

Director Dozier informed the Board that the invoices have not submitted the invoices as of this date. Director Dozier further explained how the invoice process works when the department conducts an election for a local municipality and that she wants to ensure all invoices associated with the election have been received prior to submittal.

Board Member Pullar questioned Director Dozier on the listing of the voters that were deleted and the letters that were sent out to them. Director Dozier stated that, she has a copy of the letter and the excel document.

Board Member Pullar suggested that, it might be beneficial for to reach out to them, be proactive and state the case; not just put it on the agenda asking for it, when you have 3 minutes to give them time to ask you questions, because they do not ask any questions when you do the presentation.

Motion: Vice Chair made a motion that the Board ask each individual Board member to contact their Commissioner who appointed them, to inquire if there are any opposition or questions about the Elections Technician position and as a result of Board action, that we request they support such a request for the position.

**Motion made by Vice Chair Osborne, seconded by Chairman Hall. Voting strength of 5 votes; there were 4 yeas and 1 abstention by Board Member Patricia Pullar. Motion carried.**

- B. Board of Elections and Voter Registration Budget FY19 : Director Dozier provided the Board of Elections with an update, informing the Board of

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

Elections about enhancements request for special elections, obtaining a department vehicle and the Elections Technician position. Board Member Pullar requested to see a copy of the budget. Director Dozier sated she would email a copy of the budget to the Board. Director Dozier questioned the Board, asking, is there anything the board would like to include or request as an enhancement collectively or make a request.

- C. 2018 GEOA/VRAG Combined Conference Attendance: Board Member Pullar stated that, also most of the Board Members should strongly consider going to GEOA and VRAG so that they could get the points they need to be a Board Member. Chairman Hall questioned if this was something new and that she had not heard of this before. Director Dozier provided clarity on what Board Member Pullar was stating in regards to maintaining certification as an Election Official.
- D. 2018 Election of Board Officers. Board Member Patricia Pullar nominated Board Member Dorothy Hall for Chairman of the Board of Elections, Board Member Hall respectfully declined.

Board Member Dorothy Hall nominated Board Member Harry Osborne for Chairman. Board Member Harry Osborne accepted the nomination for Chairman of the Board of Elections & Registration.

**Voting strength of 5 votes; there were 4 yeas and 1 abstention by Board Member Patricia Pullar. Motion carried.**

Board Member Harry Osborne nominated Board Member Dorothy to serve as Vice Chairman of the Board of Elections & Registration. Board Member Hall accepted the nomination for Vice Chairman.

**Voting strength of 5 votes; there were 4 yeas and 1 abstention by Board Member Patricia Pullar. Motion carried.**

Ruth Ash accepted the nomination for Secretary. All nominees were voted in unanimously. The 2018 Board of Elections officers are as follows: Chairman Harry Osborne, Dorothy Hall Vice-Chairman, and Ruth Ash Secretary

- E. Hearing to remove felons from elector's list: **Motion made by Vice-Chairman Osborne to remove 61 electors from the elector's list. Motion seconded by Secretary Ash. Vote Unanimous. Motion passed**
9. Executive Session: There was no Executive Session at this time.

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION

Regular Business Meeting  
4:30 p.m.

January 9, 2018

POST SUMMARY MINUTES

10. Adjourn: Motion by Vice Chair Harry Osborne, seconded by Secretary Ruth Ash to adjourn the Regular Business Meeting at approximately 5:16 p.m.  
Vote unanimous.

{SIGNATURES NEXT PAGE}

CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION



DOROTHY FOSTER HALL, CHAIRMAN

HARRY A. OSBORNE, VICE-CHAIRMAN



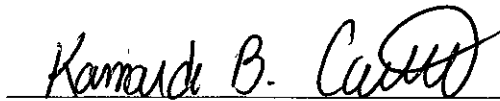
RUTH F. ASH, SECRETARY

PATRICIA PULLAR, BOARD MEMBER



CAROL WESLEY, BOARD MEMBER

ATTEST:



KAMARDI CARTER, REGISTRATION AND ELECTIONS OFFICIAL SUPERVISOR