



## INTER-OFFICE MEMORANDUM

**TO:** Clayton County Board of Elections and Registration

**FROM:** Shauna Dozier, Elections Director

**RE:** Operations Report for December 2020

**DATE:** January 11, 2021

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The following report represents a summary and recap of major operations and activities that we have completed or are ongoing within Elections and Registration for the month of December 2020 and activities since the last Board meeting.

The priorities were centered on Post-Election Day activities associated with the November General & Special Pre-Election Day activities associated with the Special Election Runoff for Congressional District 5, processing absentee ballot applications (for the December 1, 2020 Special Election and the January 5, 2021 Election), conducting the January 5, 2021 Special and General Runoff Elections, trainings, Logic & Accuracy Testing, Early Voting, election coordination, and records retention/request as well as rearrangement of elections tasks due to the global pandemic COVID-19.

### ELECTIONS

#### **PERSONNEL STAFFING:**

#### **STAFFING PROFESSIONAL DEVELOPMENT AND TRAINING:**

Deadline driven task from the redistribution of daily operations continue to receive priority training which included Staff Training.

#### **USC SCHWARZENEGGAR DEMOCRACY ACTION HERO AWARD**

Governor Arnold Schwarzenegger awarded Director Dozier the USC Schwarzenegger Democracy Action Hero Award for her efforts to add more polling place access and voting rights. This award was given to only 5 recipients in the nation. The award ceremony was held on December 22, 2020 and can be reviewed via YouTube at: <https://www.youtube.com/watch?v=XSDwHqC-3go>. Director Dozier dedicated the award to the Clayton County Board of Elections and Registration Team for their hard work during the 2020 Election Year.

#### **RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:**

Renovations to the office have been delayed as provided by the Building and Maintenance Director. Updates will be provided at the next Regular Board Meeting.

**2020 ELECTION UPDATES:**

**OFFICIAL ABSENTEE DROP BOXES:**

As of this date, Clayton County Board of Elections and Registration has a total of (10) Official Absentee Drop Boxes to serve the community.

The official absentee drop boxes are located at the following sites.

- Elections and Registration
- Carl Rhodenizer Recreation Center
- Virginia Burton Gray Recreation Center
- South Clayton Recreation Center
- Frank Bailey Senior Center
- William Lee Headquarters Library
- Forest Park Branch Library
- Griswell Senior Center
- Clayton County Police Headquarters (newly added)
- Jim Huie Recreational Center (newly added)

**CLAYTON COUNTY BOARD OF ELECTIONS AND REGISTRATION AWARDED COVID – 19 RESPONSE GRANT: CENTER FOR CIVIC TECH AND CIVIC LIFE**

Director Dozier applied for additional funding through the COVID-19 Response Grant for the Center for Civic Tech and Civic Life, a nonprofit organization and was awarded on December 9, 2020 \$772,105.00 USD. The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in Clayton County.

**2021 ELECTION UPDATES:**

**2021 ELECTION CALENDAR:**

Below are the possible dates in which the county may have an election in 2021 for your planning purposes:

<b>Elections</b>	<b>Voter Registration Deadline</b>	<b>Election Date</b>
General Election Runoff for Federal Offices	December 7, 2020	January 5, 2021
Special Election	February 16, 2021	March 16, 2021
Special Election Runoff	February 16, 2021	April 13, 2021
Special Election	May 17, 2021	June 15, 2021
Special Election Runoff	May 17, 2021	July 13, 2021
Special Election	August 23, 2021	September 21, 2021
Special Election Runoff	August 23, 2021	October 19, 2021
General Election/Special Election	October 4, 2021	November 2, 2021
General Election/Special Election Runoff	October 4, 2021	November 30, 2021

**2021 ELECTION DAY JUDGES:**

Director Dozier will provide the list of the 2021 Election Day Judges for the Election Year at the next Regular scheduled Board meeting in February.

**POLLING PLACE SURVEYS AND RESERVATIONS:**

We are in the process of securing the reservations for the 2021 Polling Locations. If needed, we will provide recommendations to the Board for approval at upcoming Regular Scheduled Board meetings in preparation for future elections.

**REGISTRATION**

**VOTER REGISTRATION:**

As of January 1, 2021, there are 206,590 (197,064 Active; 9,526 Inactive) Voters.

**FELON LIST**

**Number scheduled for January Hearing: None**

**VOTER EDUCATION/OUTREACH:**

All in-person events have been adjusted for reduced contact due to the COVID-19 pandemic.

**DEPUTY REGISTRAR ACTIVITIES:**

All trainings associated with Deputy Registrar activities will be conducted via Zoom Meeting due to COVID-19. For future events, please submit request to Ms. Trivis Houston, at elections@claytoncountyga.gov.

**VOTER EDUCATION/OUTREACH EVENTS/MEDIA COVERAGE:**

Due to COVID-19 limited in person, activities were held during this time.

<b>DATE OF EVENT</b>	<b>EVENT</b>	<b>LOCATION</b>	<b>COMMISSION DISTRICT COVERAGE</b>
December 29, 2020	Clayton County Municipal Round Table	Via Zoom	Chair - 1, 2, 3 & 4
January 9, 2021	Speaking Engagement: Philadelphia Alumni Chapter of North Carolina Central University	Via Zoom	National

**2021 GEORGIA ASSOCIATION OF VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE:**

The 2021 GAVREO conference is scheduled for August 29 – September 1, 2021. Save the date for your planning purposes. There are no updates regarding any changes due to COVID-19.

**TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:**

- Street Audits
- Preparing for 2020/2021 Post Election Events
- Plan Voter Education/Outreach Events
- Poll Worker/Seasonal Staff Recruitment
- Poll Worker Procedural Writing and Training
- Deputy Registrar Training for Educators