



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for May 2020

DATE: June 16, 2020

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 May 2020 and activities since the last Board meeting.

The priorities were centered on Election Day activities associated with the 2020 Presidential Preference, General Primary and Special elections, processing voter registration as well as absentee ballot applications, Poll Worker training, Logic & Accuracy Testing, Early Voting, election coordination, and rearrangement of elections tasks due to the global pandemic COVID-19, postponement of the May 19, 2020 combined Presidential Preference, General Primary and Special Elections.

ELECTIONS

PERSONNEL STAFFING:

We are heavily recruiting for Seasonal/Temporary as well as Poll Workers to serve during the 2020 Election Year. If you are aware of anyone who is interested in working, please inform them to apply on the Clayton County Website under Human Resources for Seasonal/Temporary positions and the Elections and Registration website to serve as a Poll Worker.

STAFFING PROFESSIONAL DEVELOPMENT AND TRAINING:

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

We would like to provide a special thanks to Registration & Elections Official, Monique Taylor. Ms. Taylor created our sample ballots for the combined elections. Typically, the Secretary of State Elections Office provides us with a composite sample ballot to use for our Advance Voting locations but at this time, we were not provided those services. Ms. Taylor took on the project and created our composite sample ballots. If it were not for Ms. Taylor, we would not be in compliance with providing sample ballots during our advance voting period.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

There are no updates at this time. We will provide updates in future reports.

2020 ELECTION UPDATES:

LOGIC & ACCURACY TESTING – 2020 GENERAL PRIMARY RUNOFF:

The Logic and Accuracy Testing dates have not been set at this time. An update will be provided at the next board meeting.

POLL WORKER TRAINING – 2020 PRESIDENTIAL PREFERENCE & GENERAL PRIMARY:

Typically, for a Runoff election we are not required to conduct training. However, we will schedule Poll Worker Training for the runoff; those dates will be provided at the next board meeting.

ADVANCE VOTING – 2020 GENERAL PRIMARY RUNOFF:

The new dates for Advance Voting for the General Primary Runoff has been set by Secretary of State Raffensberger to begin July 20, 2020 and will end August 3, 2020.

Based on the size of the Runoff, the Board will need to provide a recommendation for the number of Advance Voting locations. Once the locations have been determined, we will provide a flyer to the Board to advertise the advance voting dates and times.

SECURE ABSENTEE BALLOT DROP BOXES – STATE ELECTION BOARD (SEB) RULE: 183-1-14-0.6-.14

The State Election Board has issued a rule that provided for elections held June 9, 2020. County Registrars are authorized to establish one or more drop box locations as a means for absentee by mail electors to deliver their ballots to the county registrars with no contact service due to COVID-19. We installed the Official Drop Box and made it available for Absentee Voters on May 18, 2020. Information Technology set up a surveillance camera to monitor the drop box 24 hours a day.

Ballots were picked up at least once a day (including Saturday/Sunday) by our Staff. The last pick up was set at 7:00 PM, Election Day June 9, 2020 as provided by the State Election Board Rule. The total number of Voters that utilized the Official Ballot Drop Box was 3,296.

PERSONAL PROTECTIVE EQUIPMENT (PPE):

The county has been providing all county employees PPE since the reconstitution of governance in the county beginning May 13, 2020.

We have received mask for each Staff as provided from Emergency Services (biweekly) and one plexi glass barrier for our front counter from Building and Maintenance. We decided to shift our front counter to a smaller area in the office in order to have full coverage to protect our Staff and constituents due to the size of the plexi glass barrier.

By doing so, this provides additional protection for our Staff without increasing their exposure. Our front counter is wall-to-wall and the plexi glass barrier provided only covered ¼ of the counter space, which would still allow potential exposure to our Staff and constituents.

Initially, Director Dozier reported to the Board that the office would receive PPE Barriers for Advance Voting and for Election Day Polling for Building and Maintenance. However, those barriers were not provided.

As a fix, the office received 300 face shields from Emergency Services. Additionally, the elections office found a vendor that could provide 36 PPE Barriers to cover our Advance Voting locations at short notice.

This allowed us to provide more protection against COVID-19 exposure to our Staff and Voters. We could not turn a Voter away from voting if they were not wearing a mask (although masks recommended) nor if a Voter displayed any symptoms associated with COVID-19 nor any other illness. Therefore, it was important to our office to do what we could to protect both the Staff and Voters.

In addition to what was provided our office purchased PPE items as well as provided each polling location with cleaning supplies that was labeled for Staff on where they could specifically use each product.

Further, the Secretary of State Elections Office provided counties with cloth mask and hand sanitizer approximately five (5) days before Election Day for usage.

We have received request from organizations that are interested in donating PPE to our office in the future and will provide you an update at the next Board Meeting.

REQUEST TO NO LONGER SERVER AS POLLING LOCATION – FOREST PARK 5 (FP5):

Reverend Gena Gibson of Victory Point International Ministries, Inc. (FP5) informed us that the church could only accommodate us as an Election Day Polling Location for the June 9, 2020 via email on May 8, 2020. We have corresponded back to Revered Gibson regarding her decision with the hope to ensure that we can continue to use the facility in accordance to House Bill 316. Otherwise, we are in jeopardy of changing a polling location in the middle of an election year between the Presidential Preference Primary, General Primary and the General Primary Election, which is scheduled for August 11, 2020. The Board will be provided with a future update as discussions unfold.

REGISTRATION

VOTER REGISTRATION:

As of June 1, there are 198,010 (185,038 Active; 12,972 Inactive) voters in Clayton County.

FELON LIST

There have been changes in procedures on how we conduct felon hearings in accordance to House Bill 316. We will have a discussion regarding the changes in the next Regular Scheduled Board meeting.

Number scheduled for June Hearing: None

VOTER REGISTRATION DEADLINE:

Secretary of State Raffensberger, set the new Voter Registration deadline for the June 9, 2020 General Primary election was Monday, May 11, 2020.

Should there be a Runoff for the General Primary the deadline will remain as Monday, May 11, 2020. Should there be a General Primary Runoff Election for Federal Offices the Voter Registration Deadline has been set for July 13, 2020.

VOTER EDUCATION/OUTREACH:

All in-person voter education events have been postponed due to COVID-19. We will begin scheduling trainings after the Shelter in Place ordinances have been lifted and we feel it is safe. If you are aware of any events, please provide this information to Director Dozier.

DEPUTY REGISTRAR ACTIVITIES:

All trainings have been postponed due to COVID-19. We will begin scheduling trainings after the Shelter in Place ordinances have been lifted and we feel it is safe. For future events, please submit request to Ms. Trivis Houston, at elections@claytoncountyga.gov.

VOTER EDUCATION/OUTREACH EVENTS:

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

DATE OF EVENT	EVENT	LOCATION	COMMISSION DISTRICT COVERAGE
May 28	Radio Interview – All Things Clayton	MIXX 106 Radio	Chair - 1, 2, 3 & 4
June 4	Clayton Excels Virtual Town Hall Meeting	Via Zoom Meeting	District 3
June 16	Clayton County Youth Services Tour and Deputy Registrar Training	Via Zoom Meeting	Chair - 1, 2, 3 & 4

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

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