



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for November 2019

DATE: December 6, 2019

The following report represents a summary and recap of major operations and activities that we have completed or are on going within Elections and Registration for the month of November 2019 and activities since the last board meeting. The priorities were centered on Pre/Post Election Day activities associated with the 2019 November General Elections, Pre/Post Election Day Activities associated with the 2019 December General Runoff Elections, processing applications, voter education events, the partial move as a result of the IT Data Center renovations, election coordination with the Clayton County Municipalities, rearrangement of elections tasks due to the impact of the cease of operations in Georgia (ES&S), coordination of delivery of new Dominion Voting System as well as training and other deadline driven tasks.

ELECTIONS

PERSONNEL STAFFING:

We would like to thank Ms. Shamira Marshall for her service as the Elections & Registration Official Supervisor. Ms. Marshall's last day with the office was November 29, 2019.

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 Clayton County Board of 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. Additionally, Staff attended the following trainings since the last Board Meeting: Dominion Voting System Training and Webinars regarding the procedure changes in House Bill 316.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

Construction of the Election/IT Data Center is 90% complete. We moved all of our voting equipment back to the bunker for L & A Testing and preparations for the 2019 November General Elections. Ben Hopkins has completed creating a 5,000 square foot space for the department to use as we transition into the delivery of the new voting system and maintain the current voting system until we have completed the election cycle. We will be utilizing this space to house our equipment as we prepare for renovations of 1285 Government Circle which will be the future Elections Center in 2021. An update will be provided at future meetings.

2020 GEORGIA ASSOCIATION OF VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE:

The 2020 GAVREO conference will be held December 8 - 11, 2019 at the Savannah Marriott Riverfront.

Director Dozier will be presenting at the conference on Third Party Voter Registration.

Director Dozier was also appointed to serve as the Secretary for the GAVREO Association and will be serving in this capacity at the conference.

Registrars Houston and Pierce along with Technician Brown have volunteered to serve on the Welcome Committee for the conference.

This is the 1st Annual Meeting of the new combined conference since VRAG & GEOA organizations agreed to combine to one organization in March 2019.

NEW VOTING MACHINE UPDATE:

Our office has been attending trainings with Dominion on the new voting equipment. We received a demo unit on September 26th to use in preparation of performing demonstrations. We receive another Ballot Marking Device to conduct demonstrations since the last board meeting. We are scheduling an open house to our Poll Workers to see the voting equipment prior to their training as well as making plans for community events around the county. We are also awaiting instructions as well as dates of delivery of the voting equipment from Dominion and the Secretary of State's office. In the meantime, more Staff are attending training with Dominion which also included training on the new Poll Book held December 2, 2019 in Macon, Georgia.

2020 ELECTION UPDATES:

POLLING PLACE SURVEYS AND RESERVATIONS:

We are in the process of securing the reservations for the 2020 Polling Locations. In addition to surveying them to ensure they are ADA accessible as well as have a power source needed for the new Dominion Voting System. We have identified two polling locations that we will provide recommendations to the Board for approval at the next Regular scheduled Board meeting in preparation for the March 24, 2020 Presidential Preference Primary.

2020 TENTATIVELY SCHEDULED ELECTIONS & EARLY VOTING DATES:

A draft of the 2020 tentative Election schedule will be provided to the Board for review and consideration at the next Regularly scheduled Board meeting in January.

2020 QUALIFYING FEES:

Director Dozier has prepared the request for the Board of Commissioners to set the qualifying fees at the first regularly scheduled Board of Commissioners meeting in January 2020.

2020 ELECTION DAY JUDGES:

Director Dozier is preparing the notice to request the 2020 Election Day Judges for the Election Year. Upon receiving the notice an update will be provided to the Board of Elections.

REGISTRATION

VOTER REGISTRATION:

As of November 1, there are 199,222 (177,173 Active; 22,049 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 November Hearing: 0

VOTER REGISTRATION DEADLINE: The Voter Registration deadline for the 2019 November General and December 3, 2019 Runoff Elections was Monday, October 7, 2019.

NO ACTIVITY FOR 2 GENERAL ELECTIONS: (NGE) PROCESS NOTICE TO INACTIVE STATUS VOTERS:

The Georgia General Assembly passed additional laws in 2019 requiring election officials to mail a personalized notice to the last known address of people prior to removing them from the voter rolls due to a change in address. A registration is moved to "inactive" status when the person fails to respond to a pre-addressed, postage paid confirmation card asking them to confirm or update their information. The confirmation card is required to be sent to people who have filed a National Change of Address Card with the U.S. Postal Service indicating that they have moved to a new address, had election mail returned as undeliverable, or did not have any contact with election officials (including not voting) for the three prior years.

The new NGE notices that are being mailed out to people eligible for the NGE process were mailed by the Secretary of State Elections Division on November 6, 2019. House Bill 316 added the new requirement to send these NGE notices 30-60 days prior to running the NGE process (moving records from inactive to cancelled status per O.C.G.A Section 21-2-235). There are 7, 853 notices will be mailed to Clayton County Voters. A copy of the spreadsheet of all Voters impacted is available to download on the Secretary of State's website.

A link of the spreadsheet has been provided on the Clayton County Board of Election's website for the public to review.

VOTER EDUCATION/OUTREACH:

The Elections & Registration's goal is to conduct non-partisan voter education/community events in each Commission District at least twice a month. The office is seeking non-partisan community opportunities in each Commission District. If you are aware of any events, please provide this information to Director Dozier.

DEPUTY REGISTRAR ACTIVITIES:

The following activities were conducted:

Deputy Registrars Trained	Deputy Registrar Classes	Deputy Registrar Drive(s)
5	5	0

If you are aware of any organization, group or concerned citizen that would like to receive training please provide this information to Ms. Koreen Gibbs, Administrative Assistant or email us at elections@claytoncountyga.gov.

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Preparations on Policy Implementation on House Bill 316
- Precinct Audits/ADA Surveys of Polling Locations
- Street Audits
- Preparing for 2019/2020 Election Events
- Plan Voter Education/Outreach Events