



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for May 2019

DATE: June 7, 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 May 2019 and activities since the last board meeting. The priorities were centered on processing applications, voter education events, personnel evaluations, packing in preparation of renovations, training and other deadline driven tasks.

ELECTIONS

PERSONNEL STAFFING:

We have 3 Part Time positions vacant and are utilizing temporary/seasonal Staff to assist us in our pre/post-election activities.

The Office of Youth Services has collaborated with Eckerd Connect and Hearts to Nourish Hope in an Internship Project. The Department submitted a request to receive an Interns. We anticipate the first Intern to start on June 11, 2019.

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: Defensive Driving, Personnel, Webinars and Risk Safety Coordinator's Workshops.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

Construction of the Election/IT Data Center is 90% complete. An update will be provided at a future meeting. On June 8, 2019 IT is scheduled to start their move which will prompt our scheduled move to to the former IT Data Center to allow the renovations to be conducted on the bunker for Archives.

2019 ELECTION UPDATES :

The City of Riverdale and Jonesboro are interested in entering into an Intergovernmental Agreement with the Clayton County Board of Elections to use our voting equipment to conduct their 2019 Municipal elections. The Board of Commissioner's approved the City of Jonesboro's IGA at the June 4th Regular Meeting.

The City of Riverdale's IGA was pulled as a result of an amendment request. Ms. Sylvia Vaughn, Municipal Clerk, City of Riverdale submitted an amendment to their IGA request on May 17, 2019 (After the BRE meeting held on May 14th). The amended request will be provided to the Board at the meeting for consideration. The Board of Commissioner's is scheduled to consider the IGA at the June 18, 2019 Regular Meeting.

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. We plan to increase the number of Staff attending due to training sessions on the new voting equipment. If a Board Member is interested in attending, please let us know. Hotel reservations can be made starting May 1, 2019 online.

REGISTRATION

VOTER REGISTRATION:

As of June 1, there are 192,841(176,982 Active; 15,859 Inactive) voters in Clayton County.

FELON LIST

State law requires counties to review felon reports and to conduct hearings for those voters with matching data that raises questions regarding their eligibility to vote in accordance with O.C. G.A. 21-2-228. All reports must be processed in accordance with O.C.G.A. 21-2-231.

Number scheduled for June Hearing: 484

NATIONAL CHANGE OF ADDRESS (NCOA) CONFIRMATION NOTICIES:

In accordance with O.C.G.A. § 21-2-233 the NCOA notices will be provided to the county to mail. The Board of Elections will receive and mail an estimated 11,607 NCOA Confirmation notices at an estimated cost of \$5,687.43 to those impacted.

NCOA confirmation notices will be mailed to electors whose addresses have changed with the United States Postal Service but does not match the elector's address in Voter Registration. Due to the change in the NCOA process we received two reports for confirmation notices.

The State Elections Division requested for each county to mail the NCOA confirmation notices on the same day. We began the process of mailing the confirmation notices on June 6, 2019 with a mailing deadline of June 10, 2019. All notifications were confirmed to have been mailed June 7, 2019. The Elections Office will process the confirmation notices as received. We will continue to provide updates regarding the returned notices to the Board at future Board Meetings.

Clayton County NOCA Confirmation Notice Breakdown:

NCOA CONFIRMATION NOTICE TYPE	ESTIMATED TOTAL COUNTY WILL RECEIVE FROM STATE ELECTIONS	COUNTY COST TO MAIL NCOA CONFIRMATION NOTICES COUNTY
Out of County	6,695	\$3,280.55
Within County	4,912	\$2,406.88
TOTAL	11,607	\$5,687.43

VOTER EDUCATION/OUTREACH EVENTS & DEPUTY REGISTRAR ACTIVITIES:

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.

VOTER EDUCATION/OUTREACH EVENTS:

Date of Event	Event	Location	Commission District Coverage
May 17, 2019	MayFest	South Clayton Recreation Center	Chair - 1, 2, <u>3</u> & 4
May 18, 2019	A Taste of Clayton	South Clayton Recreation Center	Chair - 1, 2, <u>3</u> & 4
May 31, 2019	Graduate Intern Job Fair	Hearts to Nourish Hope	Chair - 1, 2, <u>3</u> & 4
June 6, 2019	Clayton County Minister's Conference	Clayton County Community Service	Chair - 1, <u>2</u> , 3 & 4

HIGH SCHOOL VOTER REGISTRATION MONTH UPDATE:

April was High School Voter Registration Month across the State of Georgia. The Clayton County Public Schools' Deputy Registrars submitted a total of 296 between May 10 – May 20, 2019. The applications have been processed as received.

DEPUTY REGISTRAR ACTIVITIES:

There were no classes conducted during this time frame, however, if you are aware of any organization, group or concerned citizen that would like to receive training please provide this information to Mr. Kamardi Carter, Elections & Registration Official.

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Preparations on Policy Implementation on House Bill 316
- Precinct Audits/ADA Surveys of Polling Locations
- Preparing for 2019/2020 Election Events
- Plan Voter Education/Outreach Events
- List Maintenance – Confirmation Notices
- Partial Elections Office Move Due to Renovations to Elections/IT Data Center