



## INTER-OFFICE MEMORANDUM

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

**FROM:** Shauna Dozier, Elections Director

**RE:** Operations Report for October - 2023

**DATE:** November 14, 2023

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 October 2023 and activities since the last Board meeting. The priorities were centered on Pre-Election, and Post-Election Day activities associated with the 2023 November General Elections, processing voter registration applications, open record requests, trainings, performance evaluations and renovations.

### 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. Since the last Board meeting, the Office Team has undergone their performance evaluations and been submitted to Human Resources.

#### **2024 GEORGIA ASSOCIATION OF VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE:**

The conference will be held December 10, 2023 – December 13, 2023 in Athens, GA. Director Dozier serves as President and would like for Board Members to attend the upcoming conference if available.

#### **2023 DECEMBER REGULAR BOARD MEETING DATE/TIME CHANGE REQUEST:**

The December Regular Board meeting is scheduled for Tuesday, December 12, 2023. However, this is at the same time as the upcoming GAVREO Conference. The recommendation is to conduct the Special Called Board meeting to certify the elections on Friday, December 8, 2023 and move the Regular Board meeting to the same day to hold immediately after certification.

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

Our office was informed on Friday, November 10, 2023 that work will commence on the ceiling on the second floor of the Ceremonial Courthouse room. This is where we are set to conduct early voting for the Runoff for the 2023 November General. However, we were informed that the work has to start as of a result, we are relocating our Early Voting activities solely on the Main Floor.

#### **2023 ELECTION CALENDAR:**

ELECTION	ELECTION DATE
Municipal General/Special Election Runoff	December 5, 2023*

**2023 NOVEMBER GENERAL RUNOFF ELECTION ADVANCE VOTING DATES/TIME:**

Director Dozier's recommendations below include expanding Early Voting locations across the county to (2) two early voting locations to accommodate the runoff election in the City of Morrow.

The recommendation for dates/times is to be determined by the next Board meeting. At the locations below:

<b>PROPOSED ADVANCE VOTING LOCATION</b>	<b>ADDRESS</b>
<b>MORROW CITY HALL</b>	1500 MORROW ROAD MORROW, GA
<b>HISTORIC COURTHOUSE – ELECTIONS OFFICE</b>	121 S. MCDONOUGH STREET JONESBORO, GA 30326

**REGISTRATION**

**VOTER REGISTRATION:**

As of November 1, 2023, there are 208,281 (180,185 Active: 28,096 Inactive) Voters.

**VOTER REGISTRATION DEADLINE:**

The Voter Registration Deadline for the 2023 November General Runoff remains the same: Tuesday, October 10, 2023.

**FELON LIST**

**Number scheduled for November Hearing: None**

**VOTER EDUCATION/OUTREACH & DEPUTY REGISTRAR ACTIVITIES:**

For future events, please submit request to [elections@claytoncountyga.gov](mailto:elections@claytoncountyga.gov). All in-person events have been adjusted for reduced contact due to the COVID-19 pandemic. Some trainings associated with Deputy Registrar activities may be conducted via Zoom Meeting due to COVID-19.

<b>DATE OF EVENT</b>	<b>TYPE</b>	<b>EVENT</b>	<b>LOCATION</b>	<b>COMMISSION DISTRICT</b>
10/05/2023	Outreach	Youth Commission Luncheon	Forest Park High School	1,2,3,4 –At Large
10/07/2023	Outreach	Youth Empowerment Summit	Clayton County Information Technology Building	1,2,3,4 –At Large
10/18/2023	Outreach	Health Fair Exhibition	Frank Bailey Senior Center	1,2,3,4 –At Large
10/21/2023	Outreach	Walk A Mile In Her Shoes 5K	Lake Spivey Recreation Center	1,2,3,4 –At Large
10/26/2023	Outreach	Clayton County Show on The Road	Southlake Mall	1,2,3,4 –At Large
10/27/2023	Outreach	Halloween Carnival	Rex Park	1,2,3,4 –At Large
10/31/2023	Outreach	Trunk or Treat	Clayton County Justice Center	1,2,3,4 –At Large

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

- Preparations for 2023 November Runoff Elections
- Preparations for 2024 Elections
- Street Audits
- Precinct Boundary Line Change Request(s) If Necessary
- Open Records Request
- Plan Voter Education/Outreach Events

**NEXT SCHEDULED REGULAR BOARD MEETING:**

The next scheduled Regular Board meeting is scheduled for Tuesday, December 12, 2023.