



BOARD OF REGISTRATION AND ELECTIONS

REGULAR MEETING - AUGUST 12, 2021 @ 10:00AM

Fulton County Government Center
141 Pryor Street, SW
Assembly Hall

Call to Order - Presiding: Alex Wan, Chairman

Board Members:

Alex Wan
Chairman

Dr. Kathleen Ruth
Vice Chairperson

Aaron V. Johnson

Mark Wingate

Teresa K. Smith Crawford

Director:

Richard L. Barron

MOTTO:

Because we care, we serve!

MISSION STATEMENT:

To ensure that the registration and elections process is efficient and effectively provided to all eligible citizens of Fulton County.

Main Office:

130 Peachtree St., SW
Suite 2186
Atlanta, GA 30303
404-612-7020

RULES:

Cell Phones are to be turned off prior to the meeting.

Citizens are allowed to voice requests, concerns, opinions, etc. during the Communication and Public Response portion of the meeting of the Board of Registration and Elections. Before speaking, each participant must obtain a speaker's card from Ms. Mariska Bodison, fill out the card and return it to Ms. Bodison prior to the beginning of this meeting. **Speakers will be granted up to TWO MINUTES each.**

1. Approval of Agenda
2. Communications and Public Response

OLD BUSINESS

3. Approval of Minutes:
 - Regular Meeting- July 8, 2021
 - Executive Session Meeting- July 8, 2021
4. Monthly Operations Report for July 2021 – Richard Barron
5. Bylaws Discussion- Conflict of Interest and Party Liaison

NEW BUSINESS

6. County Auditor Review
7. Communication Update
8. Approval of Intergovernmental Agreement (IGAs) to Conduct General Municipal Election on November 2, 2021 and General Municipal Runoff Election on November 30, 2021
 - Alpharetta, Atlanta, Chattahoochee Hills, College Park, East Point, Fairburn, Hapeville, Johns Creek, Milton, Roswell, Sandy Springs, South Fulton, Union City, TSPLOST
 - Atlanta Board of Education and Fulton County School Board: ESPLOST
9. Approval of Polling Place Changes:
 - 20.21, 23.21, 24.21

EXECUTIVE SESSION

Personnel Matters and/or Discussion of Litigation if necessary

ADJOURN



APPROVED MINUTES

BOARD OF REGISTRATION AND ELECTIONS REGULAR MEETING – JULY 8, 2021

The Fulton County Board of Registration and Elections met in Regular Session on Thursday, July 8, 2021 at 10:00 a.m.

**Please join the meeting from your computer, tablet or smartphone.
FGTV YouTube Channel**

<https://www.youtube.com/channel/UCYH7E0jH6HxE-3KTRluH8SQ>

**Swearing- In of Chairperson, Democratic and Republican Board Members
Term: July 1, 2021- June 30, 2023**

Conducted By: The Honorable Cathelene “Tina” Robinson, Clerk of Court

Newly Appointed:

Teresa K. Crawford, Democrat

Reappointed:

Alex Wan, Chairman

Dr. Kathleen Ruth, Republican

Mr. Aaron V. Johnson, Democrat

Mr. Mark Wingate, Republican

The Honorable Cathelene “Tina” Robinson administered the Sworn Oaths:

- **The Official Oath of the Member Board of the County of Elections**
- **The Loyalty Oath**

Teresa Crawford also known as Terri introduced herself.

"I've lived in Georgia since 2007 I have four daughters, four grandchildren and husband. I'm very happy to be nominated to be on this board. I've been on a several boards before. The biggest one is a Board of Education in New York, so I know how boards work, and I'm really interested in helping further Fulton County's Elections to get better and more productive. So thank you very much.

Presiding: Mr. Alex Wan, Chairman

Other Board Members Present:

Ms. Dr. Kathleen Ruth, Vice Chairperson

Mr. Aaron V. Johnson

Mr. Mark Wingate

Mrs. Teresa Crawford

Staff Attending: Mr. Richard Barron, Director; Mr. Patrick Eskridge, Deputy Director; Mr. Ralph Jones, Registration Chief; Ms. Nadine E. Williams, Elections Chief; Ms. Sharon Benjamin, Deputy Elections Chief; Ms. Shamira Marshall, Registration Manager; Ms. Brenda McCloud, Administrative Manager; Ms. Breauna Jenkins, Administrative Coordinator I; Mr. Johnny Harris, Elections Officer; Mr. Axiver Harris, Elections Officer; Mrs. Cheryl Ringer, County Attorney; Mr. David Lowman, County Attorney; Mr. James Reese, Production Manager; Jessica Corbitt, PIO; Regina Waller, Senior Public Affairs Officer

County Personnel: Nicholas Cotten (Chief Deputy - Public and Media Relations)

Guest Attending: Bridgette Thorne, Aimee Uphues

#1- APPROVAL OF AGENDA

Chairman Wan entertained a motion to adopt agenda. The motion was made by Mr. Wingate, seconded by Mr. Johnson and carried by a unanimous vote of 5-0.

#2- COMMUNICATIONS AND PUBLIC RESPONSE

Aimee Uphues

I have been a resident and voter of Fulton County since 2011. And I would like to voice my strong opposition to the renewing of the contract with happy faces to the agencies to run our elections.

There's several reasons for this:

The election workers should be local stakeholders in the community where the election is held, not a paid temp agency. And who are these people from Happy Faces the temp agency hires, what are their qualifications. We've all seen the video of Ruby Freeman and her daughter at the State Farm arena, and various other videos she posted online mishandling the mail in ballots. We're still awaiting an investigation and accountability for the numerous irregularities in the 2020 election, the citizens of Fulton County should return to having our residents, work the early voting polling in all aspects of the voting process. We should not pay a temp agency from another county to run our elections, Happy Faces temp agencies head quartered in Tucker Georgia, which is it's a DeKalb County.

Bridget Thorne and Aimee Uphues share the same views on this matter.

OLD BUSINESS

#3- APPROVAL OF MINUTES

- Regular Meeting- June 17, 2021

Chairman Wan entertained a motion to approve the Regular minutes from June 17, 2021. The motion was made by Mr. Wingate, seconded by Mrs. Crawford and carried by a unanimous vote of 5-0.

- Executive Session Meeting- June 17, 2021

Chairman Wan entertained a motion to approve the Executive Session minutes from June 17, 2021. The motion was made by Mr. Johnson, seconded by Dr. Ruth and carried by a unanimous vote of 5-0.

#4- MONTHLY OPERATIONS REPORT FOR JULY 2021

Mr. Barron reported:

- Municipalities' Packets was distributed, packets that included:
 - Projected budget cost
 - Advanced Voting Locations
 - Timelines of documentation due dates
- TSPLOST/ESPLOST revision to the budget of Atlanta Board of Education and Fulton County School Board
- Inventory System purchase completed
- **SB 202** reduce the amount of drop boxes countywide

- **SB 202** made Mobile voting currently obsolete, **VEO** will utilize for Education and Outreach
- Rewrapping the Mobile buses for Voter Education and Outreach
- Revisions to Poll Worker training due to **SB 202**
- SOS Forum on July 15th personnel will attend for the latest guidance
- Memos sent to all Municipalities with regards to DRE's ability to conduct elections without supplemental staff
- Recall Petition was processed:
 - City of Atlanta Mayor, Keisha Lance Bottoms
 - 93 valid signatures
- A legal hold remains on the **DRE** voting units from the April 18, 2017 and June 20, 2017 6th Congressional Special Election and Runoff Special Election (**Relocated to offsite facility**)
- **555** randomly selected AMB envelopes for UGA Researchers Audit Match
- Total voter registration applications received in 2021: **47,709**
- **8,511** voter registration applications received in June
- As of June 1st, **857,612** (820,750 active and 36,862 inactive) registered voters reside in Fulton County
- SOS completed the NGE's (See page # 6 of Monthly Operations Report)
- SOS will run a National Change of Address (NCOA) late summer
- Total New Applications: **10,976**
- Felon Hearings: **0**
- Felon Letters Mailed: **79**
- Municipalities updated and returned their Street Files July 2021
- Administration maintaining expenditures from County Budgets
 - 2021 Processing Invoices
 - Reconciling Grant Funds
 - Processing a Refund for remaining funds
 - Expired on June 30, 2021
- County Auditor completed their Audits
 - Findings pending
- Personnel Vacancy:
 - Registration Officer
- Pending Soundings Item:
 - Requesting (9) Additional Positions

Mr. Barron provided the Board an overview of Staffing Plans:

- Supplemental personnel will be called a full time limited term staff
- Paid medical benefits.
 - Personnel working (6) or more months
- Staffing for 11 months next year
- Hiring personnel six months to the end of the year will be seasonal
 - Warehouse personnel would be considered seasonal
- Board of Commissioners approves Happy Faces next week
- Onboarding for the remainder of the year,
- The **DRE** will explore other options for next year
- If the agenda item fails
- Human Resources route will be utilized
- Felicia strong Whittaker, the director of purchasing is also looking at other agencies.
 - Some of those agencies indicated in the past they don't have the capability of filling all these slots
 - Utilize multiple agencies
- Ability to have BOC approved a secondary agency
- Concerns are time it will take staff and Human Resources to onboard personnel
 - HR will commit 12 people to help with interviews
- Staff will be required to interview approximately 435 to 440 positions between now and middle of August to get everyone on by September
- Early Voting training was scheduled for July, and Election Day Training will begin in early August,
- Some positions with vacancies and we're going to get behind by for (4-6) weeks, in some aspects.

But with the meeting we had with Human Resources (HR) yesterday was encouraging they've already drafted positions for us, as backup. It's just going to take some time to get everyone on board, since they're seasonal they're not required to go through orientation which is usually a two day process, and we may do group interviews, we can probably bring them on, and hire people directly. The day that they're interviewed, and then get them on board, quicker. Hopefully we can deal with some of these processes, get most of our personnel on by the middle of August. I think the early voting workers, I know Mr. Wingate mentioned getting 100 people, of course that's going to help getting the early voting workers lined up

Mr. Barron reiterated the plans and mentioned the only obstacle is timing

Chairman Wan mentioned legal concerns that will be discussed in Executive Session and inquired about financial impacts

Mr. Barron mentioned the Director of Human Resources, Kenneth Herman directed key personnel to provide cost implications. Some of our supplemental personnel has already worked this year which means they will receive medical insurance. The **DRE** would be required to do a soundings Request for those funds from the BOC.

Chairman Wan mentioned an additional challenge is the interview process, but Mr. Barron said that HR would be willing to assist. **Mr. Chairman** noted **Mr. Wingate's** suggestion from the last meeting that political parties provide candidates for recruitment, this method would help.

Mr. Wingate inquired about the onboarding process.

Let me reiterate Fulton County Republican Party, certainly wants to onboard as many that go through the process and qualify as possible and that is upheld through laws in the state of Georgia. So, my assumption is that you'll know, or everybody will know sometime. I'll say this theoretically, then we could start in motion on 15th of July because you're really against the clock.

Mr. Barron responded the **DRE** will post all the positions once the positions are posted, the recruitment process begin and then we can start the interviews

Mr. Wingate clarified that the individuals the Republican party are recruiting will be for Early Voting

Mr. Wingate inquired about the BOC possible decision to approve the Happy Faces at least for an extended period of time.

The people that the Republican Party would submit would fall under Happy Faces, is that correct? And here's the issue in my mind that in doing that. If Happy Faces on boards and then is it correct to say that then they're actually employees of Happy Faces

Mr. Barron answered yes

Mr. Wingate So there is a built in cost, over and above for benefits.

Mr. Barron Yes, they have a fee that they charge on top of the hourly rate, but that includes benefits.

Mr. Wingate I think we just need to check that out because again that's a financial consideration that needs to be addressed.

Mr. Barron mentioned that the **DRE** send names to Happy Faces and they put them on the priority list and the **DRE** get a reduction in the fee that they charge

Mr. Johnson expressed apprehension for using Happy Faces/ Temporary agencies and expounded on **Mr. Wingate** inquiry of cost. **Mr. Johnson** inquired about cost benefits to using a temporary agency versus hiring directly

Mr. Barron explained the cost difference because the County cannot employ anyone without adhering to the Affordable Care Act (ACA), 17-18% benefits cost, Worker's Compensation, and Unemployment Insurance per employee

Mr. Johnson mentioned receiving a couple of phone calls when the **DRE** sent the memo out to the mayor's last week. **Mr. Johnson** mentioned a few City Council members have reached out, asking are we trying to throw the elections on them? **Mr. Johnson** mentioned that he explained the circumstances surrounding the decision to send out that memo. **Mr. Johnson** inquired about the options allow to get the cities to do their own elections

Mr. Barron responded that after yesterday, that is no longer an options. Although, the **DRE** is behind the eight ball, at least (4-6) weeks behind where the **DRE** wants to be at this point.

Mrs. Crawford inquired about a cost analysis to all the plans presented

Mr. Barron responded that the Director of H.R., **Kenneth Herman**, has directed his personnel to complete the cost analysis for these plans as discussed.

Dr. Ruth inquired about presenting both plans to the BOC at the upcoming meeting

Mr. Barron responded yes and we will give them that cost analysis but the agenda item deals specifically with Happy Faces Not-to-Exceed amount. **Mr. Barron** explained that he can't go and alter the item at this point, but in the presentation there will be discussion of the costs that are different.

Mr. Wingate asked about the disposition of the \$350K the **DRE** owes Happy Faces

Mr. Barron responded that the **DRE** was unable to pay due to the Not-to-Exceed item pending with the BOC

Mr. Wingate inquired about the CTCL Funds

Mr. Barron answered the funds expired and of the 10.7 Million the remaining funds were approximately \$15,000.00.

Chairman Wan inquired about if the Happy Faces item does not pass, what happen to the remaining balance owed to the agency? Is that something we can discuss in Executive Session?

Attorney Ringer and **Lowman** nodded yes in response.

Mr. Wingate commended **Ms. Benjamin** on the information that was submitted regarding Early Voting positions. **Mr. Wingate** inquired about the hourly rate and who set the rate

Ms. Benjamin responded that the rates are established by the **DRE** and budgeted accordingly

Mr. Barron introduced **Ms. Shamira Marshall** to the **BRE**.... **Ms. Marshall** is a former employee then she went to the Clayton County to work for one of my former Chiefs and now she's back as the new Registration Manager

Ms. Marshall:

Good Morning Board. My name is Shamira Marshall. Happy to be here. I am currently being baptized by fire. I'm no stranger to the elections, as **Mr. Barron** stated, I was a permanent staff for six years prior to leaving and I was not gone long term. So I look forward to working with you.

Mrs. Crawford inquired about the voters listed under Moved Out of State

Mr. Jones responded that the numbers come from SOS but that number has always been low

Dr. Ruth inquired about poll worker training plan

Mr. Barron mentioned all items should be uploaded to AchieveIT. **Mr. Barron** asked if all members had access to the system?

Dr. Ruth answered yes but she did not locate a plan

Mr. Barron intend to contact **Mr. Robert Frady** (The Strategic Office) to ensure that the **BRE** has access to the uploaded items

Dr. Ruth asked does the Happy Faces issue affect poll worker plan

Mr. Barron responded the Happy Faces issue affected our schedules. It is affecting the recruitment of all workers for the **DRE**, at this point, it is affecting everything. The **DRE** will need to revise the training schedules, and the **DRE** is behind on recruiting for not only early voting personnel but for Election Day workers as well.

Dr. Ruth inquired about L&A testing and notice to the public

Mr. Barron mentioned that notice is posting at the Election Preparation Center (EPC), Government Center, and on the County's/ Department's website. **Mr. Barron** noted L& A Testing begin on September 27th but official notice will be provided.

NEW BUSINESS

#5- ELECTION OF VICE-CHAIRPERSON

➤ **TERM: ONE YEAR**

Mr. Wingate explained this particular year is the Republicans turn. I submit, Dr. Kathlene Ruth as our Vice Chair for this upcoming term.

Dr. Ruth opposed jokingly

Chairman Wan entertained a motion to appoint Dr. Ruth to serve a one year term as Vice Chairperson of the Board of Registration and Elections. The motion was made by Mr. Wingate, seconded by Mr. Johnson and carried by a unanimous vote of 5-0.

#6- EXTERNAL AFFAIRS' COMMUNICATION UPDATE

Ms. Jessica Corbitt welcomed the Board of Registration and Elections to the newly renovated Assembly Hall.

Ongoing communication plan for the **DRE**:

I think this year is we're continuing to deal with some of the challenges that 2020 brought us with elections and government operations in general. There is still I get calls. Still, almost every week from reporters who are following up on issues that came about in 2020. And so, we are kind of at a place where we have to pivot and focus on the future, and what we have prepared we're kind of in a planning stage of the communications for the 2020 election. And Dr. Ruth made this suggestion as this was a follow up to the discussion we had about voter education and public information about the changes brought forward by SB 202. And so, we will have really developed the messages that support that, and are really tied to the two ways.

- **Early Voting** (providing locations and operational hours)
- **Vote by Mail** (Absentee By Mail) impacted by SB 202
 - Communicate the timeline to voters
 - How to return their ballots.
- **Know Before You Go** (Every Election Mantra) impacted by SB 202
 - Inform voters there are consequences for going to the wrong Polling location before five o'clock

We have been very fortunate to have a really strong digital communication approach. So we've already begun the work of updating the election website, and we are removing content that will now this now outdated, for example, the voting, mobile voting schedule, we will have that this, the drop box locations that is going to be very different, as well. So those kinds of parts that we already know are not going to develop and we're just going ahead and clearing the decks. But what we will be communicating is what to do. So again, what are we voting are confirmed, the dates and times where the absentee ballot process. Those are part of important elections.com, our social media, as well as the Fulton coach app. And then you will also be doing a direct mail piece which we did last year which was very successful. Again, our goal is to communicate wherever possible directly with the voters so there's, I think this helps us, regardless of the political persuasion, I'm trying to be very careful about how I say this. There's a lot of misinformation in the world, you know, from across the political spectrum, I'm not trying to blame anyone party or organization or group that we deal with a lot of misinformation. I feel like when we can communicate facts directly to the further that we can kind of cut through some of the clutter and get that empower people with information. And then the third piece is advertising, I've worked with the elections team to develop a modest advertising budget that again, dates and facts, where do you go. What do you use or how many are we putting locations. There is the most important about vote by mail, is the fact that the deadline is much early, obviously that's going to be part of that communication as well. So those are kind of the kind of core elements of that. We obviously mentioned in the planning phase, and monitoring how does stopping. Early voting schedule look like. I'm sure both pieces are will be plugged in and the next phase into production, start to actually develop all the collateral that we would love to bring back to you, to draft with our next meeting and be able to show you some of our work, and then being postpaid, I'm starting to the market in September. So we're out a good month before early voting Yang's and really getting that information. You have directly delivered directly to the president, excuse me, in addition to some of those pieces I've just talked about, we have been collaborating with Patrick Eskridge talking about supporting the voter education teams, again as they begin to onboard personnel, and also in discussion about Poll worker recruitment with Johnny Harris. We've had a lot of really robust communication about that. Also our graphics team has been working on developing a rebrand of Poll Worker training as Poll Worker University. We will elevate that experience for Poll workers to really support the changes that the poll workers will see this year because, again, behind the scenes while the voter experience will be similar for many voters. The worker experience there are a lot of additional regulations, and that they need to be aware of certain rules. We have always weighed on collaboration with the team, and we'll continue to do that I will follow up.

Dr. Ruth commended **Ms. Corbitt** on the great work. **Dr. Ruth** suggested External Affairs calendar the election events as a part of election integrity

Ms. Corbitt expressed the suggestion was great. **Ms. Corbitt** noted that the public is more aware of the elections and the processes that happen behind the scenes than they may have been in the past and this is a great opportunity to demystify the process, which I hope will further help address the problem

Ms. Corbitt mentioned not talking about the media relations of our communications. There is an entire press corps in Atlanta, and we actually have a pretty strong following in the national press as well. I definitely want to build in some briefings, give as much opportunities to the Media Outlets to see behind the scenes and see the hard work that goes into supporting an election. 1000s of people, 1000s of pieces of equipment, and a lot of regulation.

Chairman Wan suggested:

- What can't you do the same anymore this year
- Dates on Early voting and Vote by Mail
- ID requirement

Methods:

- Mailers
- Additional Advertisement
- Phone: Robo calls/ Texts
- Events In-person

Ms. Corbitt responded:

I guess one blessing and curse of this, is that our team has been very engaged in the vaccines and closing the vaccination gap in Fulton County; where the effects of health disparities have become very clear, unfortunately. And because of that we are in the community more than ever and in some ways, so there are a lot of opportunities. Again, as we're kind of sorting through some of the staffing issues we've talked about there's some really great opportunities for us to collaborate together and can be co-located with some of those events so we will sharpen our pencils, a little bit more. But thank you all for all you do. Congratulations **Dr. Ruth** on your appointment as vice chair very well deserved. And we will see you next month.

#7- APPROVAL OF (24) EARLY VOTING LOCATIONS

Ms. Benjamin explained that the list presented to the Board has (28) locations and of the amount the Board needs to approve (24). **Ms. Benjamin** mentioned that the High Museum of Arts has been moved to pending status.

Ms. Benjamin recommended the removal of (4) locations as Early Voting locations:

- College Park Library.
- Welcome All Recreation Center.
- Johns Creek Environmental Campus
- High Museum of Arts

Mr. Wingate questioned the need for voting (2) Saturdays and (2) Sundays during a Municipal Election

Mr. Barron explained the listing is proposed and can be altered

Chairman Wan agreed with **Mr. Johnson** that election for City of Atlanta is going to be very active, we know that the number of candidates that are running in different races. This is not a typical midterm and I do think there is going to be carryover effect from what happened in 2020. **Mr. Chairman** believed that the **DRE & BRE** would do ourselves a disservice to not be over prepared for it rather than underprepared.

Mrs. Crawford agreed with **Mr. Chairman** and added the additional days will give more voters the opportunity to vote early. **Mrs. Crawford** forecast that the **BRE/ DRE** seeing high Early Voting turnout for this Municipal Election.

Mr. Johnson agreed with **Chairman Wan** and **Mrs. Crawford** comments.

Dr. Ruth asked about the drop box at CT Martin Natatorium and Recreation Center

Ms. Williams responded yes

Mr. Barron provided clarity in his response. All (38) drop boxes have been removed, there will be (8) boxes re-installed inside the approved Early Voting locations discussed last meeting. (See list below)

Mr. Wingate requested an update list of the approved Early Voting locations

ADVANCE VOTING LOCATIONS & HOURS

Tuesday--Friday	October 12 th to October 15 th	9am – 6pm
Monday - Friday	October 18 th to October 22 nd	9am- 6pm
Monday - Friday	October 25 th to October 29 th	9am- 6pm
Saturday	October 16 th & October 23 rd	9am – 6pm
Sunday	October 17 th & October 24 th	9am – 6pm

Location	Address	
Adams Park Library (ABSENTEE BALLOT DROP BOX)	2231 Campbellton Road, SW	Atlanta 30311
Alpharetta Branch Library (ABSENTEE BALLOT DROP BOX)	10 Park Plaza	Alpharetta 30009
Buckhead Library (ABSENTEE BALLOT DROP BOX)	269 Buckhead Avenue, NE	Atlanta 30305
C.T. Martin Recreation Center (ABSENTEE BALLOT DROP BOX)	3201 Martin Luther King Jr. Dr.	Atlanta 30311
Chastain Park Recreation Gym	140 Chastain Park Avenue NW	Atlanta 30342
East Point Library	2757 Main Street	East Point 30344
East Roswell Branch Library (ABSENTEE BALLOT DROP BOX)	2301 Holcomb Bridge Road	Roswell 30076
Etris-Darnell Community Recreation	5285 Lakeside Drive	Union City 30291
Gladys S. Dennard Library at South Fulton	4055 Float Shoals Road	Union City 30291
Metropolitan Library	1332 Metropolitan Parkway	Atlanta 30310
Milton Library	855 Mayfield Road	Milton 30009
New Beginnings Senior Center (ABSENTEE BALLOT DROP BOX)	66 Brooks Drive	Fairburn 30213
North Fulton Service Center	7741 Roswell Road	Sandy Springs 30350
Northside Library	3295 Northside Parkway, NW	Atlanta 30327
Northwest Branch at Scotts Crossing	2489 Perry Boulevard, NW	Atlanta 30318
Palmetto Library	9111 Cascade Palmetto Hwy	Palmetto 30268
Park Place at Newtown	3125 Old Alabama Road	Johns Creek 30022
Ponce De Leon Library	980 Ponce De Leon Ave NE	Atlanta 30306
Robert F. Fulton Ocee Library	5090 Abbotts Bridge Road	Johns Creek 30005
Roswell Branch Library	115 Norcross Street	Roswell 30075
Sandy Springs Library (ABSENTEE BALLOT DROP BOX)	395 Mount Vernon Hwy NE	Sandy Springs 30328
South Fulton Service Center	5600 Stonewall Tell Road	College Park 30349
Southwest Arts Center	915 New Hope Road, SW	Atlanta 30331
Wolf Creek Library (ABSENTEE BALLOT DROP BOX)	3100 Enon Road, SW	Atlanta 30331

Chairman Wan entertained a motion to approve the recommended 24 locations. The motion was made by Mr. Johnson, seconded by Mrs. Crawford and carried by a unanimous vote of 5-0.

#8- APPROVAL OF POLLING PLACE CHANGES

➤ 1/21, 2/21, 3/21, 4/21, 6/21, 8/21, 9/21, 10/21, 11/21, 13/21, 14/21, 15/21, 16/21, 17/21, 18/21, 19/21, 21/21

Proposal #	Precinct (s)	Facility Name	Reason	Proposed Facility	Number of Voters Assigned	Mile(s) to New Location
1.21	PA01	Palmetto Library 9111 Cascade Palmetto Hwy	City of Palmetto will be conducting the Municipal Election at the City at Palmetto City Hall; The county election will remain at Palmetto Library	Municipal Election Only Palmetto City Hall 509 Toombs Street County Election to remain at Palmetto Library	# of voters 3088	1.0
2.21	08J	Sutton Middle School 2875 Northside Drive	Decrease number of voters assigned to Sutton Middle; precinct 08J Relocated to Northside Church; Precinct 08H to remain at Sutton Middle	Northside Church 2799 Northside Drive NW Atlanta 30305	08H Sutton Middle (2579) 08J Northside Church (3278)	0.2
3.21	02F 1/2	Ponce City Market 675 Ponce De Leon Ave	Facility is leasing voting area space therefore unable to accommodate	The Church on Ponce & Highland 1085 Ponce De Leon Ave Atlanta 30306	# of voters 4029	0.9
4.21	08C	Chastain Park Gymnasium 140 West Wieuca Road NW	Decrease number of voters assigned to facility; Precinct 08C to be relocated to Sutton Middle Six Grade Campus; Precinct 08B to remain at Chastain Park Gymnasium	Sutton Middle Six Grade Campus 4360 Powers Ferry Road Atlanta, 30327	08B Chastain Park Gymnasium (3524) 08C Sutton Middle Six Grade Campus (1510)	0.6
6.21	08B	Chastain Park Gymnasium 140 West Wieuca Road NW	We were advised of an address change for Chastain Park	Chastain Park Gymnasium 140 Chastain Park Avenue	# of voters 3524	n/a
8.21	02A1	Historic Academy of Medicine 875 West Peachtree St	Facility declined usage due to staff shortage	All Saints Episcopal Church 634 W. Peachtree Street NW	# Voters 711	1.7
9.21	02L2 03I	Georgia Tech McCamish Pavilion 965 Fowler Street	Facility declined usage due to event conflict for possible runoff date	Georgia Tech Ferst Center 349 Ferst Drive NW Atlanta 30332	02L2/ 03I Georgia Tech Ferst Center (3629)	1.2
10.21	06L1 06L2	Peachtree Christian Church 1580 Peachtree Street	Decrease number of voters assigned to facility; Precinct 06L1&06L2 to be relocated to Christ Church Presbyterian; Precinct 02W&03F will remain at Peachtree Christian Church	Christ Church Presbyterian 1740 Peachtree Street NW Atlanta 30309	02W / 03F Peachtree Christian Church (3350) 06L1&06L2 Christ Church Presbyterian (1729)	0.4
11.21	FC01	West Lake High School 2400 Union Road	House Bill 445 boundary change for City of South Fulton; Precinct FC01 relabeled to Precinct SC31; No change to polling location	SC31 West Lake High School	SC01 A/B/C & SC31 West Lake High School (4651)	n/a
12.21	FC02	Aviation Community Cultural Center 3900 Aviation Circle	House Bill 445; By annexation north of I-20 Fulton County Airport Area is still Fulton County Property and will remain FC02; below south of I-20 relabeled SC32; no change to polling location	SC32 Aviation Community Cultural Center	FC02 & SC32 Aviation Community Cultural Center (591)	n/a

Unapproved Minutes

Regular Meeting- July 8, 2021

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13.21	FC03	Sandtown Park Gym 5230 Campbellton Road	House Bill 445 boundary change for City of South Fulton ; Precinct FC03 relabeled to Precinct SC33; No change to polling location	SC33 Sandtown Park Gym	# of voters 17	n/a
14.21	07A	Sarah Rawson Smith School 370 Old Ivy Road NE	Decrease number of voters assigned to facility; split 07A1 created and relocated to Peachtree Road United Methodist; 07A to remain at Sarah Rawson Smith School	07A1 Peachtree Road United Methodist 3180 Peachtree Road NE Atlanta 30305	07A Sarah Rawson Smith (5236) 07A1 Peachtree Road United Methodist (2131)	1.8
15.21	07D	Buckhead Library 269 Buckhead Avenue NE	Decrease number of voters assigned to facility; split 07D1 created and relocated to Peachtree Road United Methodist; Precinct 07D to remain at Buckhead Library	07D1 Peachtree Road United Methodist 3180 Peachtree Road NE Atlanta 30305	07D Buckhead Library (3420) 07D1 Peachtree Road United Methodist (1540)	0.5
16.21	10D	CT Martin Recreation Center 3201 Martin Luther King Jr. Dr.	Decrease number of voters assigned to facility; split 10D1 created and relocated to Harper Archer Elementary ; 10D to remain at CT Martin Recreation Center	10D1 Harper Archer Elementary 3399 Collier Drive Atlanta 30331	10D CT Martin Recreation Center (2898) 10D1 Harper Archer Elementary (2111)	1.6
17.21	12A	Metropolitan Library 1332 Metropolitan Parkway	Decrease number of voters assigned to facility ; Split precinct 12A to 12A and 12A1; merge 12A1 to existing 12A1 at Sylvan Middle; 12A to remain at Metropolitan Library	12A1 - Sylvan Middle 1461 Sylvan Road	12A Metropolitan Library (4079) 12A1 Sylvan Middle (1505)	1.1
18.21	06D	Morningside Baptist Gym 1700 Piedmont Road	Decrease number of voters assigned to facility : Split precinct 06D to 06D and 06D2; merge 06D2 to existing 06D2 at Haygood Memorial United Methodist; 06D& 06E to remain at Morningside Baptist Gym	06D2 - Haygood Memorial United Methodist 1015 E Rock Springs Road	06D & 06E Morningside Baptist Gym (7693) 06D2 Haygood Memorial United Methodist (1742)	3.0
21.21	SC16A	Sandtown Park Gym 5230 Campbellton Road	Decrease number of voters assigned to facility; split SC16B created and relocated to Sandtown Middle School; precinct SC16A to remain at Sandtown Park Gym	Sandtown Middle School 5400 Campbellton Road Atlanta, 30331	SC16A & SC33 Sandtown Park Gym (3435) SC16B Sandtown Middle School (1788)	0.6

Chairman Wan entertained a motion to approve the Polling Place changes as discussed. The motion was made by Mr. Johnson, seconded by Mrs. Crawford and carried by a unanimous vote of 5-0.

EXECUTIVE SESSION

Chairman Wan entertained a motion to close the regular session and convene into executive session to discuss Personnel Matters and Pending Litigation. The motion was made by Mr. Wingate, seconded by Chairman Wan and carried by a unanimous vote of 5-0.

After executive session, Chairman Wan entertained a motion to resume into regular session. The motion was made by Mr. Johnson, seconded by Mrs. Crawford and carried by a unanimous vote of 3-0.*

*Dr. Ruth and Mr. Wingate did not return from Executive Session.

ADJOURNMENT

With no other items requiring the Board's action, Chairman Wan entertained a motion to adjourn. Mr. Johnson moved to adjourn the meeting. Mrs. Crawford seconded the motion. Collectively, the Board agreed to adjourn at 12:35 p.m.

The meeting adjourned.

Prepared by,

Mariska Bodison, Board Secretary



INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Richard L. Barron, Director, Registration and Elections
Nadine Williams, Elections Chief
Ralph Jones, Registration Chief
Brenda McCloud, Administrative Manager

RE: **Monthly Operations Report – JULY 2021**

DATE: August 3, 2021

ELECTIONS DIVISION

During the month of July the focus of the Election Division activities were on the following tasks:

November 2, 2021 General / Municipal Election:

The municipalities' office build surveys and resolutions have been forwarded to CES and the SOS as received for election and ballot building. Elections is awaiting the resolution for the ESLPOST and TSPLOST for forwarding.

Polling Locations:

Proposed precinct changes to date will be presented to the board at the August board meeting. The proposals will include two location changes which will decrease the Election Day polling sites to 259.

Check In Locations:

We are attempting to increase the number of check locations to a total of nine in an effort to continue decreasing the amount of precincts reporting to one location and to expedite the check in and election reporting process. Staff is currently scouting additional locations.

- Frederick Douglass High School – new location
- Holcomb Bridge Middle – new location
- Liberty Point Elementary – to replace South Annex
- Maynard Jackson High School – to remain
- North Springs United Methodist Church – to replace North Annex
- Paul D. West Middle – to remain
- Vickery Mill Elementary – to replace Roswell City Hall
- TBD
- TBD

Advance Voting:

All municipalities have been advised of the approved Advance Voting locations for the November 2nd election. Staff is currently revising training material to include SB202 procedural changes to include Advance Voting Manager duties regarding the absentee ballot drop boxes.

Absentee Ballot Drop Boxes:

We are compiling information from the SOS to ensure Advance Voting Manager training will include the SB202 absentee ballot drop box procedures.

Poll Worker Recruitment & Training:

Election Officers are in the process of revising class curriculums to ensure SB202 procedures are included and awaiting SOS guidance on procedures and new forms to finalize. We are working with the Communications Department to rebrand all Advance Voting and Election Day training material and presentations, to include training videos regarding form completion. The SOS has approved usage of the Know Ink electronic fee schedule to expedite poll worker payroll, these procedures will be included in poll worker training.

Election Preparation Center & Hapeville Annex:

L&A will be conducted at the Election Preparation Center. Staff is currently drafting procedures regarding chain of custody for all equipment and documents and COVID -19 protection guidelines. Staff is currently assisting with the numerous ORR request received by searching, sorting, and scanning copies of documents as requested. The WDS inventory system purchase has been completed. In-person training and virtual training is being conducted by the vendor.

Mobile Voting Units:

We are working with Communications to change the wrapping of the mobile voting units to remove the words "Vote here". Units will be utilized for voter education, Election Day emergency use, if approved, and loaned to other county departments upon request.

Post-Election Plan Assessment:

	Due Date	Completion Status
Develop an Annual Automated Elections Project Plan		
<ul style="list-style-type: none"> Develop Elections Project Plan for Election Division operations to include warehouse operations, equipment deployment, polling site selection etc. 	2/26	Completed
<ul style="list-style-type: none"> Develop detailed Elections Project Plan for Early Voting operations to include staffing, site selection, recruitment plan, equipment deployment, etc. 	2/26	Completed
Poll Worker Staffing Plan for Election Day Workers		
<ul style="list-style-type: none"> Fully implement and utilize poll worker staffing plan 	2/26	Completed
<ul style="list-style-type: none"> Develop database for poll workers to include those recruited on-line and by the SOS 	2/26	Completed
<ul style="list-style-type: none"> Develop communications plan for poll worker recruitment 	3/31	Completed
<ul style="list-style-type: none"> Develop poll worker assignment process 	3/31	Completed
Implementation of Poll Worker University for Election Day and Early Voting Staff	7/15	Completed
Enhanced Poll Worker and Election Technician Screening Process		
<ul style="list-style-type: none"> Work with temp agencies to further develop and refine screening process of all election workers; submit action plan 	3/31	Completed
Automate Poll Worker AMS Entry and Pay		
<ul style="list-style-type: none"> Investigate a method to automatically populate fields in AMS poll worker data entry; work with HR 	3/31	Completed
<ul style="list-style-type: none"> Contact IT and HR to determine an automated pay option for poll workers 	3/31	Completed
<ul style="list-style-type: none"> Investigate options for outsourcing poll worker pay 	3/31	To remain in-house
Implement Early Voting Staffing Plan		
<ul style="list-style-type: none"> Develop early voting desk procedures 	3/31	Completed
<ul style="list-style-type: none"> Define written early voting recruitment plan 	3/31	Completed
<ul style="list-style-type: none"> Define written early voting recruiting assignment 	3/31	Completed
<ul style="list-style-type: none"> Develop early voting training outline/plan 	3/31	Completed
Document Polling Location Selection Process		
<ul style="list-style-type: none"> Define and submit written procedures on the polling place selection process (document should include eligibility, restrictions and any supporting documents for signature) 	3/15	Completed
Create an Equipment Inventory and Tracking Process		
<ul style="list-style-type: none"> Investigate inventory tracking system for election equipment 	3/31	Completed
<ul style="list-style-type: none"> Inventory all election equipment 	8/30	In progress
Revise Elections Check-In Lists for Election Equipment Return		
<ul style="list-style-type: none"> Develop written audit procedures and refine checklist for election equipment return on election night 	8/30	In progress
<ul style="list-style-type: none"> Secure additional check-in sites 	3/31	Completed
<ul style="list-style-type: none"> Develop written process for securing additional check-in sites 	3/31	Completed

Tasks to Be Performed for Future Reporting Periods:

- Confirming Achieve IT work duties are on task
- Virtual meeting conducted for election planning, preparation, and processes
- Meeting and review of Elections Division internal processes and procedures
- Organize warehouse spaces
- Implement an automated inventory management system
- Create directory of poll workers
- Reorganize check in procedures
- Meetings with Task Force regarding creation of Election Central

AREAS OF FOCUS THROUGH 2021

1. Absentee Ballots

Ensuring that we process absentee ballot requests with accuracy and in a timely manner is of upmost importance. Chain of custody and accountability are areas in which we opportunities for improvement.

Completed

- Worked with United States Digital Response (USDR) to create a portal for Fulton County voters in 2020 to aid us in absentee ballot processing and delivery, which complemented the SOS portal.
- Purchased software from Quadiant to allow us to send ballots to Bluecrest in batches (versus previously having to select ballots individually) to print, which will make the process simpler, more efficient, and quicker.
- Worked with County Manager's office, Finance and Human Resources to reconfigure an Absentee Ballot Division in our department. Hired new Deputy Director Patrick Eskridge in June 2021.
- The WDS inventory system has been purchased. It includes an absentee voting module. Training on the basics of the new inventory system in underway.

To Complete

- Fulton County IT and USDR are completing the finishing touches on an update which will automate the delivery of faxed, emailed and mailed applications to Absentee Officers for processing.
- Bluecrest will update software security features in mid-August to our ballot delivery and receipt system. Once completed, Bluecrest will return for a mock election by the first week of September, with a second mock election slated for later in September, to test our procedures and chain of custody documents.
- After successful testing, we will begin mailing ballots to November General Municipal Election voters on October 12.
- Review applicants and begin interviews for the Absentee Manager, Absentee Supervisor and four Absentee Officers positions for the new Absentee Ballot Division. Team to be in place in September.
- Complete contracting process for Business Process Review RFP, slated for Board of Commissioner approval on August 18. Consultant will work with Mr. Eskridge to develop documenting standard operating procedures (SOPs) and providing industry best practices.

2. Supplemental Staff

We will continue to shift away from our reliance on supplemental staff to conduct our elections. Following the recommendation of the SEB monitor, we will focus on bringing more middle managers onto our permanent, full-time staff to oversee supplemental staff.

Completed

- We requested and received authorization from the BOC for nine new positions in summer 2021. In addition to the Absentee Ballot Division position mentioned, we will also be adding the following positions: IT Manager, Financial Systems Manager and a Voter Education and Outreach Manager. This will bring our capacity to 46 full-time staff.
- Posted positions. All have closed. Awaiting registers from Human Resources.
- Created Deputy Director position in winter 2021, and then gained approval from HR, Finance and BOC in Spring 2021.
- Deputy Director hired and started in June 2021.

To Complete

- Interview candidates and make hires for all new positions.
- We plan to submit a request for 12 new positions ahead of the 2022 election cycle to bring our permanent staffing level to 58 full-time positions.

- Work with the Business Process Review consultant, the County Manager's executive team, and Fulton County Human Resources to determine the optimal combination of permanent staff and supplemental staffing contractors.

3. Contingency Planning

Completed

- Communication with staffing partner regarding excess recruitment in case of a staffing shortage due to COVID or other factors.
- Staffing agency will recruit extra workers to be on stand-by for Election Day, early voting, and internal purposes such as logic and accuracy testing or absentee by mail processing.
- Staffing agency will team with partner to provide technical staff if needed for Election Day technicians or systems specialists for duties such as logic and accuracy testing.
- Purchased critical software updates for cyber security purposes.
- Have EasyVote in place for processing voters during early voting should eNet have major performance issues as it did during early voting in October 2020.

To Complete

- Mobile units (Governor declared emergencies) readied for deployment on Election Day or during early voting should a state of emergency be declared.
- Determining exact numbers for each major position where excess recruitment is necessary as a contingency.
- Creating standard operating procedures surrounding contingency plans.

4. Voter Education

Completed

- 2021 Elections Communication Plan
- Posted Voter Education and Outreach Manager position. Reviewing candidates for interviews.
- Post-Election Assessment Voter
- Events Scheduled This Summer And Fall
- Early Voting Complete

To Be Completed

- Poll Worker University Quick Reference Guide in Development
- SB202 Quick Reference Flyer for Voters and Candidates
- Polling Place Changes and Early Voting Sites Posted to web site
- Myths v Facts web site under development
- Standard Operating Procedures being Updated, Edited and Developed
- Public Events May Be Switched to Virtual Events
- Exploring Zoom Options for Voter Education Events for the Fall

REGISTRATION DIVISION

This Monthly Report provides a summary of the critical registration activities, workload levels and voter statistics for the Registration Division of the Fulton County Registration & Elections Department for July 2021. The primary activities upon which we worked in July were processing voter registration applications, confirmation notices, researching street issues, municipal voter/street audits as well as voter registration applicant processing problems, preparing notices to voter registration applicants, scanning, indexing registration cards, and training.

VOTER REGISTRATION

The total number of voter registration applications we have received in 2021 is **55,883**. We received **8,174** voter applications in July. We are processing those applications.

As of August 1st, 848,903 (823,606 active and 25,297 inactive) registered voters reside in Fulton County.

The Historic Overview of Registration Applications for the Months of June/July are as follows:

Year	June Voter Registration Applications	July Voter Registration Applications
2012	13,395	21,077
2013	4,992	6,918
2014	18,951	12,444
2015	7,165	9,465
2016	22,335	26,238
2017	23,937	24,350
2018	25,761	28,740
2019	21,165	27,958
2020	28,562	27,260
2021	8,511	8,174
Total Applications for 2021		55,883
Total Applications Processed 2021		55,415
Total New Applications for 2021		17,820

WORKLOAD STATISTICS FOR July:

Voter Registration Applications Needed to be Processed		
Total Applications needed to be processed		468
DDS Applications		368
Online Applications		0
Paper Applications		100
Confirmation Letters		0

Completed Voter Registration Applications Processed for July		
Total Number of Processed Applications		11,798
Total New Registrations to Fulton County		6,844
New Registration (1st Time)		3,565
DDS Applications	2903	
Online Applications	181	
Paper Applications	481	
Transferred into Fulton		3,279
DDS Applications	2,819	
Online Applications	125	
Paper Applications	335	
Total Number of Changes to Fulton County		4,954
Address Changes Only	3,468	
Name & Address Changes	496	
Duplicate (No Changes)	437	
Name Changes	553	
Total Number of Removals of Fulton County		15,037
Felons	82	
Moved out of State	9	
Duplication	80	
Error	9	
Hearing	0	
Not Verified Deletion	8	
Requested	15	
Transfers out of county	2,612	
Vital Records	452	
Mental Incompetent	0	
Inactive to Deletion	11,770	

REGISTRATION REPORTS:

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.G.C.A 21-2-228. All reports must be processed in accordance with O.C.G.A. 21-2-231.

Number scheduled for August Hearing 0.

We mailed 72 letters to voters who are suspected felons. If they do not respond, they will be removed from the voting rolls.

DEPUTY REGISTRAR ACTIVITIES

The Registration Division completed the following Voter Education Activities for the Month of July:

Deputy Registrars Trained	Deputy Registrar Classes	Deputy Registrar Drives
0	0	0

We issued 80 TVICs. We sold 2 voter list CD's.

PERSONNEL/STAFFING:

We have a total of 15 permanent employees and 3 managers currently. Ralph Jones has resigned as of August 6, 2021. The Registration Chief position has posted. Interviews will be forth coming. Our new Registration Manager is Shamira Marshall. We have 2 Registrar Officers vacant position because of the promotion of Shamira Marshall and the resignation of Sante Askin. We will start conducting interviews on Aug 10, 2021.

NGE TRAINING PRESENTATION FROM SOS

Voters that are in Inactive status and have no contact through two general election cycles are then subject to be removed from the voter list. This process is referred to as NGE. As an example, a voter that is Inactive as of July 1, 2017, and does not vote in the remainder of 2017, 2018, 2019 and 2020 is eligible for this process. Voters numbering 11,770 were removed from the rolls on July 28, 2021

NO CONTACT CONFIRMATION CARDS

We received notices that were mailed on August 2, 2021 as part of the No Contact list maintenance process. These notices were sent to voters who have not had any type of contact with election offices in at least 5 calendar years (O.C.G.A. 21-2-234). If a voter is mailed a No Contact notice, they must respond within 30 days to avoid being moved to inactive status.

There are 185,666 voters on the No Contact list statewide. Fulton has 32,460 voters on the list.

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Notifications of Hearing for Felons
- Coordinating Deputy Voter Registration Drives as Requested
- Continue List Maintenance Activities
- Continue Review / Update Voter Registration procedures
- Continue Indexing, Scanning Voter Registration Applications
- Continue to Perform / Conduct performance counseling sessions
- Respond to State Election Investigations
- Continue Precinct Card Mailings and other Correspondences
- Staff Training

ADMINISTRATION DIVISION

This report provides specific administration and election tasks performed during the month of July 2021. Standard operations and activities from the Administrative Division include: personnel, payroll, procurement, finance, travel and training coordination and support to the Board of R&E and Registration and Elections Divisions.

Zoom Meetings Attended

Department Supervisor's Meeting - Weekly
 County Manager's Strategy Team - Weekly
 Municipal Election Review – Budget, Contract & Timeline
 Finance Meeting - Weekly
 Purchasing Meeting – Weekly

Personnel Vacancies and New Positions

Title	Type Positions	Status of Recruitment
Registration Officer	Existing Positions (2)	Posted, received qualified list, preparing for interviews
Registration Chief	Existing Position	Posted, will close 8.9.21
Absentee Ballot Manager, Supervisor and Officers	New Positions and New Division	Posted, will close on 8.8.21
Financial Systems Manager	New Position	Posted, will close on 8.8.21
Voter Education Manager	New Position	Posted, will close on 8.8.21
Information Systems Manager	New Position	Posted, will close on 8.8.21

Grants Update

There were two grants awarded from the same organization, Center for Tech and Civic Life. The deadline to expend funds was June 30, 2021 and the grant report was due by July 31, 2021. We are in the process of reconciling the budget to refund any unused funds.

Happy Faces' Outstanding Invoices

The Board of Commission approved the spending authority with Happy Faces for the 2021 Elections, at its Regular Meeting on July 14, 2021. We were then able to process all outstanding invoices for payment, and will start preparing assignments and start dates of supplemental staff.

Elections Budgets

The election budget was setup by Finance for the November 2, 2021 elections only. We were still waiting on flat-rate contributions from a few municipalities.

Election Description	General Fund
Municipal/Special Elections, Nov 2	\$ 7,384,191
Municipal Runoffs, Nov 30	\$ 4,266,390
Total Election Costs	\$11,650,581
Municipal Payments	\$ 4,251,151

Voter Education and Outreach

The VEO plan was drafted and submitted to the County Manager's team for review. Following that submission the County Manager team, requested a number of edits, revisions, and additional information for several areas within the plan. We are currently working on making those corrections, and will revisit the review with the CM team, once all edits have been made.

We have received several VEO requests to begin in August, and staff have been meeting regularly to discuss and plan event details and attendance, and are awaiting confirmations for dates. Staff is also working toward identifying new/upcoming opportunities for outreach.

The VEO Manager position has been posted, and upon the conclusion of the advertisement, we will plan to begin conducting interviews around Mid-August.

Absentee Division

This Division is new within the Department, approved by the BOC in July 2021. All positions are posted for hiring.

BYLAWS

BOARD OF REGISTRATION AND ELECTIONS FULTON COUNTY, GEORGIA

ARTICLE I

Purpose

These Bylaws are adopted by the Board of Registration and Elections of Fulton County, Georgia (the "Board"), to provide operational and ethical guidance to assist the Board and its members in the accomplishment of the following duties and responsibilities:

- To carry out the Board's obligations under state and local law;
- To select, support and periodically assess the performance of the executive director (the "Director") of the Department of Registration and Elections of Fulton County (the "Department");
- To provide financial oversight for the Department, and to advocate for resources sufficient to carry out the Department's obligations;
- To ensure that elections administered by the Department comply with applicable federal and state law and are worthy of the public's trust;
- To articulate the Department's goals and accomplishments to the public and to the elected bodies to which the Department answers so that the public and elected officials maintain confidence in elections administered by the Department.

ARTICLE II

Officers

Section 1. The officers of the Board shall be a chairperson and a vice chairperson.

Section 2. The chairperson shall be appointed in the manner prescribed by law and shall serve for a term as provided by such law until his/her successor is duly appointed and qualified. The chairperson:

- Shall convene and conduct all Board meetings, and shall call special Board meetings when necessary or advisable;
- Shall prepare and distribute the agenda for Board meetings;
- Shall work in partnership with the Director to ensure that Board policies and directives are carried out;
- Shall act as spokesperson for the Board consistent with Board policies and directives, and shall convey the Board's policies and directives to the Director;
- Shall coordinate an annual performance evaluation of the Director;
- May vote on any matter presented to the Board membership, but shall not be authorized to present a main motion at a meeting of the Board.

Section 3. The vice chairperson shall be elected annually by majority vote at the July Board meeting of each year, and shall serve for one year or until his or her successor is duly elected. Any member of the Board shall be eligible to serve as vice chairperson; provided, however, that only an appointee of one political party shall be entitled to succeed an appointee of the other political party who served during the prior calendar year as vice chairperson. The vice chairperson shall perform the duties of the chairperson of the Board in the event of the absence or disability of the chairperson.

Section 4. Vacancies in the office of the vice chairperson shall be filled by majority vote at any meeting of the Board at which a quorum is present and voting.

ARTICLE

III Meetings

Section 1. Except as provided herein, the Board shall meet monthly on the second Thursday of each month at 10 a.m. Additionally, the Board shall meet at 6:30 p.m. on the days of elections conducted by the Department, to oversee election returns, and at 10 a.m. on the Saturday following any such election, to certify results. The Board shall hold such other meetings as may be necessary upon the call of the chairperson, or by any two members of the Board, with proper notice given pursuant to O.C.G.A. § 50-14-1. The chairperson may change the date and time of any single meeting by prior electronic communication to members and in compliance with O.C.G.A. § 50-14-1.

Section 2. Notice of the time and place for each regular meeting of the Board shall be served in writing by electronic notification upon each member of the Board, at least 18 hours prior to the scheduled time. Such notice shall contain, so far as practicable, an agenda approved by the chairperson upon which are listed the various items of business to be discussed at such meeting and the issues to be voted upon. It is the responsibility of each member of the Board to file with the Director, and to update, his or her current electronic address as necessary.

Section 3. Special-called meetings may be scheduled by giving actual notice of the time, place and purpose of such meeting to each member of the Board by the Director, and shall additionally comply with applicable law for open meetings. Any and all notice to members of the special-called meeting must be transmitted electronically at least 24 hours in advance of such meeting. Attendance of any member at any special-called meeting shall of itself constitute waiver of notice and waiver of any and all objections to the time and place of the meeting and the manner in which it has been called or convened, except where a member attends a meeting solely for the purpose of stating, at the beginning of the meeting, any objection to the transaction of business.

Section 4. Each meeting shall provide time for public comment, during which citizens may voice voter registration and election-related requests, concerns, questions and opinions to the Board, provided that the total time for public comments shall not exceed one hour, provided further that each speaker must fill out a speaker card, prior to the commencement of the meeting, and shall not be allowed to speak for more than two minutes (or such longer period as the Board may approve),

and further provided that speakers are required to refrain from abusive, profane or derogatory language.

Section 5. Three members of the Board shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 6. All actions of the Board shall require a vote of the majority of the members present and voting at any meeting.

Section 7. Meetings shall be conducted in accordance with the most recent edition of Robert's Rules of Order, Newly Revised, which shall govern the Board in all cases to which such rules are applicable, and not inconsistent with these by-laws, the Constitution of the State of Georgia of 1983, the United States Constitution, general or special acts of the legislature or any other applicable law, which shall take precedence over such rules.

Section 8. The ability of this Board to discharge its duties and responsibilities depending on a sufficient number of members to constitute a quorum at its meetings, the Board reserves the right to seek the removal of any member whose nonattendance prevents a quorum at regular meetings.

Section 9. The Board shall designate a secretary of the Board, who may be an employee of the Department, to keep a journal of all decisions of the Board and minutes of its meetings. Such records, once approved by the Board, shall constitute the official records of Board decisions.

Article IV

Training

Each Board member is obligated, in cooperation with other members, to ensure that at least one member of the Board obtains the annual training required by state law codified at O.C.G.A. §21-2-100. In addition, each Board member is obligated to make his or her best efforts to obtain such training each year on an individual basis.

Article V

Political Activities

The Board and its members have the responsibility to administer all elections in which Fulton County voters cast ballots in an impartial and fair manner, and to avoid any appearance of conflict and/or impropriety. All Board members shall comply with the limitations of political activities set forth in O.C.G.A. Section 21-2-214(c), which prohibits their engagement in any political activity on behalf of a candidate, political party or body,

or question while conducting the duties of such person's office. As interpreted by the Board, this prohibits any Board member from being a declared or qualified candidate, or forming an exploratory committee for, any elected public office, or from serving while such member's parent, spouse, child, brother, sister, father-in-law, mother-in-law, son-in-law, brother-in-law, or sister-in-law is a declared or qualified candidate for any office for which Fulton County voters will cast ballots. No Board member may serve in a visible leadership capacity or position in any campaign for any declared or qualified political candidate seeking election in a contested primary, general or special election to any public office for which Fulton County voters will cast ballots. Visible leadership positions include, but are not limited to, campaign officer positions, honorary campaign officer positions, campaign planning or steering committee positions, campaign finance committee positions, campaign fundraiser host or campaign representative soliciting financial support. No Board member shall publicly endorse any candidate for any elective office for which Fulton County voters will cast ballots. In addition, no Board member shall distribute campaign literature, wear badges, buttons or clothing with partisan messages, or engage in any communication that advocates or criticizes a particular candidate, officeholder, or political party or body while conducting the duties of such person's office. The chairperson of the Board shall not hold any office in a political party at any level of such political party, as prohibited by O.C.G.A. Section 21-2-75. The Board does not interpret O.C.G.A. Section 21-2-214(c) to prohibit any Board member from voting in any primary or election or making financial contributions to candidates or political parties or attending, in an individual capacity, any political or campaign event, meeting, forum or function.

Article VI

Employees

Section 1. The Board hereby delegates the powers and duties of the superintendent and the board of registrars, as provided in O.C.G.A. § 21-2-70 and § 21-2-212, to the Director, pursuant to Sec. 14-42 of the Fulton County Code of Ordinances; provided, however, that the Board acknowledges its ultimate responsibility for the discharge of these powers and duties.

Section 2. The Director is hereby authorized, and has the duty, to direct and supervise the employees of the Department.

Section 3. No individual Board member is authorized to direct the work of the staff, or to discipline any staff member. In the absence of the Director or his or her designee, or in the absence of pertinent Board policy or directive, the Chairperson may exercise supervision only until the return of the Director or his or her designee or until the next Board meeting at which any policy or directive issue can be resolved.

Section 4. No employee of the Department shall take direction relating to the discharge of the duties and responsibilities of the Department except from the Director or his or her designee, and as provided above.

Article VII

Amendments

The Bylaws may be amended at any time by an affirmative vote of no fewer than three members of the Board at any regular or special meeting, provided that any such amendment shall have first been presented in writing to each member at least fifteen days prior to the meeting at which the amending vote is taken. These bylaws shall be amended at any time necessary to conform to applicable law.

Article VIII

Resolution of Conflicting Provisions

To the extent that any rule within these Bylaws conflicts with any applicable provision of state or county law, the Board acknowledges that such law supersedes any provision herein.

Amended and Adopted by the Fulton County Board of Registrations and Elections the 11th day of February, 2021.

Fulton County Board of Registration and Elections:

Alexander Wan, Chairman

Vernetta Keith Nuriddin, Vice Chair

Members:

Kathleen Ruth

Aaron V. Johnson

Mark Wingate



**FULTON
COUNTY**
REGISTRATION
& ELECTIONS

Board Members:

Alex Wan
Chairman

Dr. Kathleen Ruth
Vice Chairperson

Aaron V. Johnson

Mark Wingate

Teresa K. Smith Crawford

Director:

Richard L. Barron

MOTTO:

Because we care, we serve!

MISSION STATEMENT:

To ensure that the registration and elections process is efficient and effectively provided to all eligible citizens of Fulton County.

Main Office:

130 Peachtree St., SW
Suite 2186
Atlanta, GA 30303
404-612-7020

BOARD OF REGISTRATION AND ELECTIONS

REGULAR MEETING - AUGUST 12, 2021 @ 10:00AM

**Fulton County Government Center
141 Pryor Street, SW
Assembly Hall**

Call to Order - Presiding: Alex Wan, Chairman

RULES:

Cell Phones are to be turned off prior to the meeting.

Citizens are allowed to voice requests, concerns, opinions, etc. during the Communication and Public Response portion of the meeting of the Board of Registration and Elections. Before speaking, each participant must obtain a speaker's card from Ms. Mariska Bodison, fill out the card and return it to Ms. Bodison prior to the beginning of this meeting. **Speakers will be granted up to TWO MINUTES each.**

1. Approval of Agenda
2. Communications and Public Response

OLD BUSINESS

3. Approval of Minutes:
 - Regular Meeting- July 8, 2021
 - Executive Session Meeting- July 8, 2021
4. Monthly Operations Report for July 2021 – Richard Barron
5. Bylaws Discussion- Conflict of Interest and Party Liaison

NEW BUSINESS

6. County Auditor Review
7. Approval of Intergovernmental Agreement (IGAs) to Conduct General Municipal Election on November 2, 2021 and General Municipal Runoff Election on November 30, 2021
 - Alpharetta, Atlanta, Chattahoochee Hills, College Park, East Point, Fairburn, Hapeville, Johns Creek, Milton, Roswell, Sandy Springs, South Fulton, Union City, TSPLOST
 - Atlanta Board of Education and Fulton County School Board: ESPLOST
8. Approval of Polling Place Changes:
 - 20.21, 23.21, 24.21

EXECUTIVE SESSION

Personnel Matters and/or Discussion of Litigation if necessary

ADJOURN

Proposal #	Precinct (s)	Facility Name	Reason	Proposed Facility	Number of Voters Assigned	Mile(s) to New Location
-	-	-	-	-	-	-
20.21	RW03	Vickery Mill Elementary 1201 Alpharetta Street	Decrease number of voters assigned to facility; split RW03A to be created and relocated to St Andrew Catholic Church; RW03 to remain at Vickery Mill Elementary	St. Andrews Catholic Church 675 Riverside Road Roswell, 30075	RW03 Vickery Mill Elementary (2886) RW03A St. Andrew Catholic Church (2352)	3.7
23.21	10P	Collier Park Recreation 3691 Collier Drive SW	Voter safety concerns	Harper Archer Elementary 3399 Collier Drive Atlanta 30331	10D1 & 10P Harper Archer Elementary (3644)	0.5
24.21	06D2	Haygood Memorial United Methodist 1015 E Rock Springs Road	Church no longer able to accommodate	Morningside Presbyterian Church 1411 North Morningside Drive	06D1 & 06D2 Morningside Prebyteian Church (4570)	0.7

FIGURE 20B
PROPOSED PRECINCTS

RW03 & RW03A

PROPOSED POLLING PLACE
RW03

VICKERY MILL ELEMENTARY SCHOOL
1201 ALPHARETTA STREET

PROPOSED POLLING PLACE
RW03A

SAINT ANDREW CATHOLIC CHURCH
65 RIVERSIDE ROAD

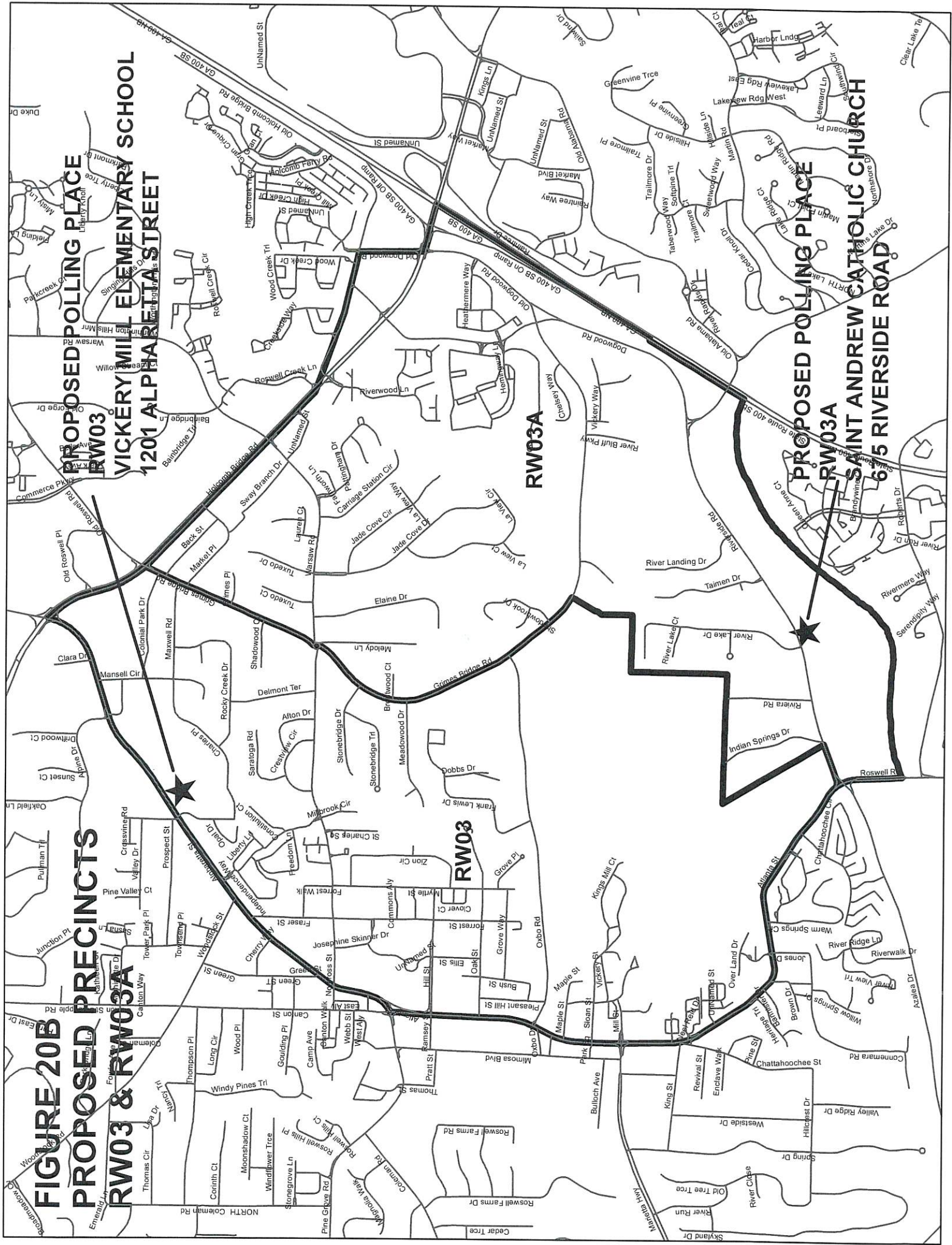
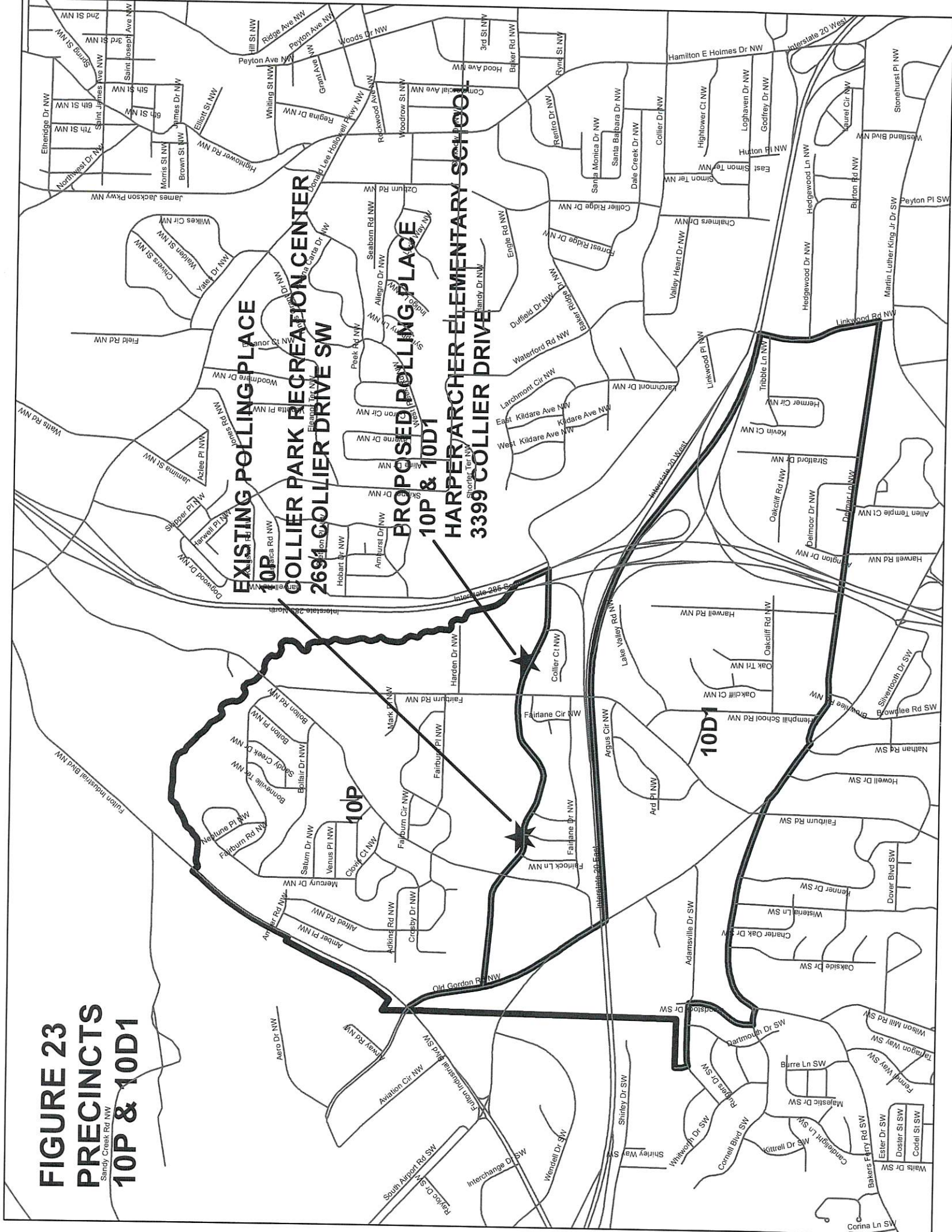


FIGURE 23
PRECINCTS
Sandy Creek Rd NW
10P & 10D1



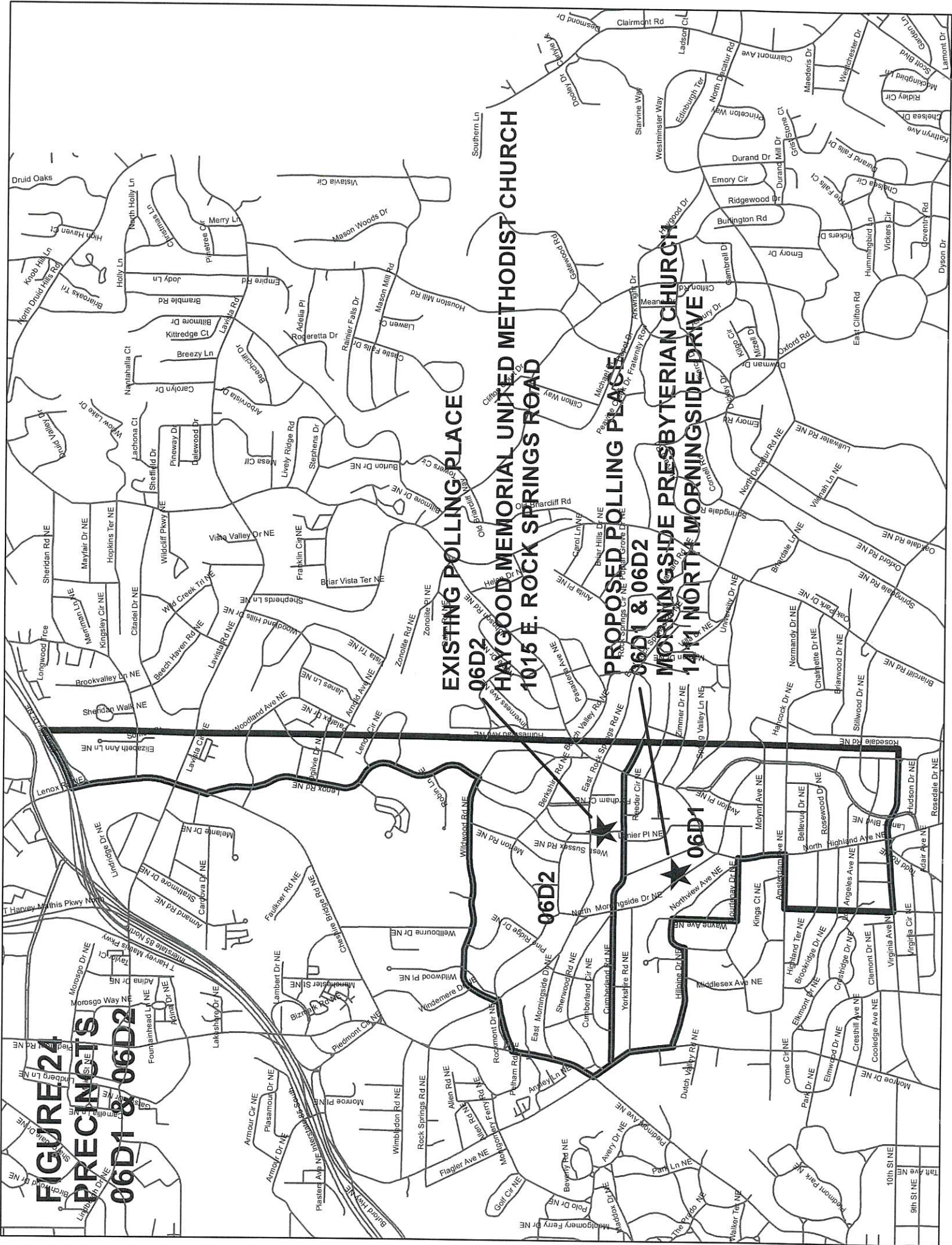


FIGURE 24
PRECINCTS
06D1 & 06D2

EXISTING POLLING PLACE
06D2
HAY GOOD MEMORIAL UNITED METHODIST CHURCH
1015 E. ROCK SPRINGS ROAD

PROPOSED POLLING PLACE
06D1 & 06D2
MORNINGSIDE PRESBYTERIAN CHURCH
1411 NORTH MORNINGSIDE DRIVE

06D1

06D2

10th St NE
 9th St NE