



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for June 2019

DATE: July 5, 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 June 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 would like to thank Ms. Brianna Garrett, Administrative Assistant for her service to the Clayton County Board of Elections and Registration. Ms. Garrett resigned June 11, 2019. Ms. Garrett's last day was June 28, 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, and Webinars regarding the procedure changes in House Bill 316.

BOARD APPOINTMENT TO GEORGIA ASSOCIATION OF VOTER REGISTRAR'S ELECTION OFFICIAL (GAVREO):

Director Dozier was appointed to serve as the Secretary of the Georgia Association of Voter Registrar's Election Official Executive Board to fill the unexpired term of Fran Leathers (Oconee County). Director Dozier's appointment commenced June 12, 2019. Director Dozier also serves as a Co-Chair for the Conference Planning Committee for the upcoming 2020 Annual Conference meeting held in December 2019.

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 College Park is interested in entering into an Intergovernmental Agreement with the Clayton County Board of Elections to conduct their 2019 November General Election. Once an IGA has been approved by the City of College Park City Council it will be presented to the Board.

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 July 1, there are 192,282 (176,542 Active; 16,740 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 July Hearing: 0

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. 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 STATUS UPDATE:

NCOA CONFIRMATION RETURNED	MAILED OUT OF COUNTY	MOVED OUT OF STATE
3,758	90	12

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
June 12, 2019	Spalding County Board Retreat	Spalding County Senior Services Center	N/A
June 22, 2019	Chairman's Show on the Road	South Lake Mall	Chair - 1 , 2, 3 & 4

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