



## INTER-OFFICE MEMORANDUM

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

**FROM:** Shauna Dozier, Elections Director

**RE:** Operations Report for June 2020

**DATE:** July 10, 2020

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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 June 2020 and activities since the last Board meeting.

The priorities were centered on Election Day activities associated with the 2020 Presidential Preference, General Primary and Special elections, processing voter registration as well as absentee ballot applications, Poll Worker training, Logic & Accuracy Testing, Early Voting, election coordination, and rearrangement of elections tasks due to the global pandemic COVID-19, postponement of the May 19, 2020 combined Presidential Preference, General Primary and Special Elections.

### ELECTIONS

#### **PERSONNEL STAFFING:**

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 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.

We would like to provide a special thanks to Registration & Elections Official, Monique Taylor. Ms. Taylor created our sample ballots for the combined elections. Typically, the Secretary of State Elections Office provides us with a composite sample ballot to use for our Advance Voting locations but at this time, we were not provided those services. Ms. Taylor took on the project and created our composite sample ballots. If it were not for Ms. Taylor, we would not be in compliance with providing sample ballots during our advance voting period.

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

Director Dozier met with the Chief Operating Officer along with Department Heads regarding the Facility Use and Moves within the county. The new plan includes moving the Elections warehouse to 1117 Battlecreek instead of 1285 Government Circle as initially planned. This location is currently used to store voting equipment. This location is scheduled to be renovated to suit the needs of our operations. The move will not start until after the 2020 election year has ended which could be February 2021. Further, Elections will occupy the second floor offices within the ceremonial courthouse. The Early Voting location is housed in this location. Currently, Planning & Zoning occupies those office spaces. The transition to occupy this office space could start within 2020. An update to the Board will be provided as this unfolds.

**2020 ELECTION UPDATES:**

**2020 GENERAL DEMOCRATIC PRIMARY RUNOFF – BOARD OF EDUCATION DISTRICT 7:**

Clayton County will conduct a Democratic Runoff Election in School Board District 7. Voters in School Board District 7 that declared a party preference as democrat or did not declare a party preference (i.e. selected a non-partisan preference or did not vote in the General Primary) might participate in the runoff elections. The following precincts are involved in the School Board District 7 Democratic Runoff:

Forest Park 3	Fountain Elementary School
Forest Park 4	Babb Middle School
Forest Park 5	Victory Point International Ministries
Jonesboro 15	William J Lee Library
Morrow 2	Morrow Municipal Complex
Riverdale 6	Tara Elementary School

**LOGIC & ACCURACY TESTING – 2020 GENERAL PRIMARY RUNOFF:**

The Logic and Accuracy Testing commenced July 7, 2020 and shall continue until completion.

**POLL WORKER TRAINING –GENERAL PRIMARY RUNOFF:**

Typically, for a Runoff election we are not required to conduct training. However, we will schedule Poll Worker Training for the runoff. Poll Worker Training is scheduled from July 21 – August 1, 2020.

**ADVANCE VOTING – 2020 GENERAL PRIMARY RUNOFF:**

Advance Voting for the General Primary Runoff has been scheduled for July 20, 2020 to August 7, 2020.

The Elections and Registration Department requested the Board of Commissioners to approve the usage of the following facilities for conducting Advance Voting with extended operating days/hours for the General Primary Runoff Election to be held August 11, 2020.

- Historic Courthouse Ceremonial Courtroom
- Forest Park Branch Library

To give the Voters in Board of Education District 7 (the only race involved in the runoff) a facility that is within the School Board District 7. The Forest Park Branch Library is within 7 miles of each of the School Board District 7 Polling Locations.

The following locations will not be used in the Runoff as Early Voting Locations:

- South Clayton Recreation Center
- Morrow Municipal Complex
- Virginia Burton Gray Recreation Center
- William Lee Headquarters Library
- Carl Rhodenizer Recreation Center

STATE ELECTION BOARD (SEB) EMERGENCY RULES: 183-1-14-0.6-.14 AND 183-1-14-0.7-.15 RENEWED

The State Election Board has voted to extend the emergency rules regarding official absentee drop boxes and early scanning of absentee ballots through the rest of the year. Therefore, it is now safe for our office to purchase additional absentee ballot drop boxes. We are working on purchasing additional drop boxes and will give an updates at future meetings.

PRECINCT BOUNDARY CHANGES (ADDITIONAL PRECINCTS):

Director Dozier will be presenting (6) proposals to create 6 additional precincts in Clayton County in an attempt to reduce lines on Election Day. Upon approval, the changes will go into effect for the upcoming 2020 November General Elections.

REQUEST TO NO LONGER SERVER AS POLLING LOCATION – FOREST PARK 5 (FP5):

Reverend Gena Gibson of Victory Point International Ministries, Inc. (FP5) informed us that the church could only accommodate us as an Election Day Polling Location for the June 9, 2020 via email on May 8, 2020. We have worked out an agreement that will expire after the August 11, 2020 Runoff election. This polling site is associated with the General Democratic Primary Runoff in School Board District 7. A polling place change proposal will be presented to the Board at the upcoming Board meeting as a recommendation for a new polling site.

CARES ACT AND HAVA GRANT:

Director Dozier has submitted grant applications for reimbursement from the Secretary of State's Office for the Coronavirus Aid, Relief & Economic Security (CARES) Act as well as the Help America Vote Act (HAVA) grants.

Under the CARES grant, there are two available programs for the grant reimbursement:

**Personal Protective Equipment (PPE)/Sanitizing Disinfectant Supplies** - This grant is intended to help counties purchase PPE. Examples of PPE include masks, gloves, shields, disinfectant materials, alcohol wipes, etc. These are for elections offices and polling locations. One specific rule around this grant is these supplies may not be used outside of an election environment. Therefore, materials purchased under this grant may not be shared with other county offices. This will be a 1 to 9 match up to \$3,000.

**Secure Drop Boxes** - This grant is intended to help counties purchase and install secure drop boxes. To accommodate the increased use of absentee ballots and allow voters to deliver them without having to interact with others. The State Elections Board passed a rule allowing secure drop boxes to receive absentee ballots. This will be a 1 to 3 match up to \$3,000. All grant decisions will be solely at the Secretary's discretion.

Under the HAVA grant, there are three available programs for the grant reimbursement: **Security** (both physical and cyber) such cameras and access control; **Accessibility** (ADA) such as enhanced wheelchair access or touchscreen mounts to lower to wheelchair level; and **General Implementation**, such as shelving, tables, booths, etc. Both Security and Accessibility will be reimbursed at 3 to 1 up to \$15,000, while General Implementation will be reimbursed at a rate of 1 to 1 up to \$10,000.

**REGISTRATION**

**VOTER REGISTRATION:**

As of July 10, there are 201,464 (189,161 Active; 12,303 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 July Hearing: None**

**VOTER REGISTRATION DEADLINE:**

*Updated Voter Registration Deadline for Primary Runoffs Given Conflicting Federal and State Laws:*

Secretary of State Raffensberger, set the new Voter Registration deadline for the August 11, 2020 General Primary Runoff election for all registrants as Monday, July 13, 2020. We were informed of this decision on July 6, 2020. Our office has an estimated 12,000 Voter Registration Applications to process by the new July 13, 2020 Voter Registration Deadline. As of this date, Staff have processed 9, 000 of the 12,000 applications within (5) five days working in an overtime capacity.

**VOTER EDUCATION/OUTREACH:**

All in-person voter education events have been postponed due to COVID-19. We will begin scheduling trainings after the Shelter in Place ordinances have been lifted and we feel it is safe. If you are aware of any events, please provide this information to Director Dozier.

**DEPUTY REGISTRAR ACTIVITIES:**

All trainings have been postponed due to COVID-19. We will begin scheduling trainings after the Shelter in Place ordinances have been lifted and we feel it is safe. For future events, please submit request to Ms. Trivis Houston, at [elections@claytoncountygga.gov](mailto:elections@claytoncountygga.gov).

**VOTER EDUCATION/OUTREACH EVENTS:**

Due to COVID-19 limited in person, activities were held during this time.

<b>DATE OF EVENT</b>	<b>EVENT</b>	<b>LOCATION</b>	<b>COMMISSION DISTRICT COVERAGE</b>
July 2	Radio Interview – All Things Clayton	MIXX 106 Radio	Chair - 1, 2, 3 & 4

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

- Street Audits
- Preparing for 2020 Post/Pre Election Events
- Plan Voter Education/Outreach Events
- Poll Worker/Seasonal Staff Recruitment
- Poll Worker Procedural Writing and Training