



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for February 2025

DATE: March 11, 2025

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 February 2025 and activities since the last Board meeting. The priorities were centered on Post-Election Day activities associated with the 2024 General and Pre-Election tasks for the March Special Elections, processing voter registration applications, audits, reconciliation of election returns; voter education events, open record requests, and trainings.

ELECTIONS

BOARD MEETING MINUTES UPDATE – DECMEBER 2024

Director Dozier requests to table the Board meeting minutes from the December 2024 Regular Board meeting in order to provide additional detail in the minutes per the request of Board Member Pullar. The minutes have been adjusted and were tabled at the February Regular Board meeting to be presented at the March 2025 Board meeting.

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.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

No updates regarding renovations for this meeting. Marty Fox has been appointed as the Director for Building and Maintenance.

2025 BOARD OF REGISTRATION & ELECTION RETREAT:

The Board of Elections and Registration Board Members will reschedule their Board retreat at a new recommended date/time at the upcoming meeting.

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

The GAVREO annual training conference is scheduled to be held August 10, 2025 – August 14, 2025 in Savannah, GA for your planning purposes. Director Dozier serves as the Immediate Past President and will be the panelist for the New Board Member Session scheduled Sunday, August 10, 2025. More details regarding the conference will be forthcoming.

2025 BOARD OF REGISTRATION & ELECTION CALENDAR/RECOMMENDED CHANGE:

Below are the scheduled Regular Board Meeting dates set per bylaws for the second Tuesday of each month for your planning purposes. This does not include any special called meetings. Any special called meetings will be determined per the Board's approval as needed. The August Regular Board Meeting is scheduled during the time of the GAVREO Conference. We recommend moving the August Meeting to *Wednesday, August 6, 2025 instead of August 12, 2025.

JANUARY 14, 2025
FEBRUARY 11, 2025
MARCH 11, 2025
APRIL 8, 2025
MAY 13, 2025
JUNE 10, 2025
JULY 8, 2025
*AUGUST 12, 2025
SEPTEMBER 9, 2025
OCTOBER 14, 2025
NOVEMBER 11, 2025
DECEMBER 9, 2025

2025 ELECTION CALENDAR:

ELECTION	ELECTION DATE	ADVANCE VOTING DATES	REGISTRATION DEADLINE
Special Election	March 18, 2025	February 24 – March 14	2/17/2025
Special Election Runoff	April 15, 2025	As soon as possible, but no later than April 7 – April 11	2/17/2025
Special Primary Public Service Commissioner (PSC) /Special Election	June 17, 2025	May 26 – June 13	5/19/2025
Special Primary Runoff Public Service Commissioner (PSC)/Special Election Runoff	July 15, 2025	As soon as possible, but no later than July 7 – July 11	5/19/2025
Special Election	September 16, 2025	August 25 – September 12	8/18/2025
Special Election Runoff	October 14, 2025	As soon as possible, but no later than October 6 – October 10	8/18/2025
Municipal General /Special Election – Public Service Commissioner (PSC)	November 4, 2025	October 13 – October 31	10/6/2025
Municipal General /Special Election Runoff – Public Service Commissioner (PSC)	December 2, 2025	As soon as possible, but no later than November 24 – November 28	10/6/2025

2025 MARCH SPECIAL ELECTIONS POLL WORKER TRAINING DATES:

Poll Worker Training commenced February 09, 2025 and will continue until March 11, 2025.

2025 MARCH SPECIAL ELECTIONS LOGIC AND ACCURACY TESTING DATES:

Logic and Accuracy Testing commenced, February 13, 2025 and will continue until completion.

2025 MARCH SPECIAL ELECTIONS VOTE REVIEW PANEL DATES:

The Registration and Elections Department will need Board Members to serve on the Vote Review Panels for the City of Forest Park and the Board of Education panels for this election. The dates are as follows:

- Tuesday, March 18, 2025 @ 4:00 PM
- Friday, March 21, 2025 @ 4:00 PM

REGISTRATION

VOTER REGISTRATION:

As of March 1, 2025, there are 218, 528 (189, 605 Active: 28,923 Inactive) Voters.

FELON LIST

Number scheduled for March Hearing: 0

DEPUTY REGISTRAR TRAINED	DEPUTY REGISTRAR CLASSES	DEPUTY REGISTRAR DRIVES
0	0	0

For future events, please submit request to under our Registration Drives and Community Outreach Tab on our website: <https://www.claytoncountyga.gov/government/elections-and-registration/registration-drives-and-community-outreach/> or at 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.

HIGH SCHOOL VOTER REGISTRATION MONTH:

Reminder, April is High School Voter Registration Month across the State of Georgia. We are in the process of planning activities around the county for April. Additionally, the Registration and Elections Department will be scheduling Deputy Registrar Training for the Clayton County Public Schools' as well as local college/universities within the county to attend the training.

FELON LISTING ON AGENDA (OLD BUSINESS):

Board Member Grant requested that the Voter Registration department rename the Felon item listing on the Board of Registration and Elections agenda. We have a recommendation for the upcoming agenda.

VOTER EDUCATION/OUTREACH & DEPUTY REGISTRAR ACTIVITIES:

EVENT DATE	TYPE	EVENT	LOCATION	COMMISSION DISTRICT
02/21/25	Outreach	J. Charley Griswell Senior Center Registration Drive	2300 Highway 138 E, Jonesboro, GA 30236	1,2,3,4 At Large
02/20/25	Outreach	Northwest Branch Library Registration Drive	6131 Riverdale Rd, Riverdale, GA 30274	1,2,3,4 At Large
02/19/25	Outreach	Forest Park Library Registration Drive	4812 West Street Forest Park, GA 30297	1,2,3,4 At Large
02/18/25	Outreach	Frank Bailey Senior Center Registration Drive	6213 Riverdale Road Riverdale, GA 30274	1,2,3,4 At Large
02/17/25	Outreach	South Clayton Recreation Center Registration Drive	1837 McDonough Road Hampton, GA 30228	1,2,3,4 At Large
02/04/25	Outreach	Lovejoy High School Registration Drive	1587 McDonough Road Hampton, GA 30228	1,2,3,4 At Large

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Post-Election Voter Registration Processing
- Post-Election Activities for the 2024 November General and Special Election
- Pre-Election Activities for the 2025
- Street Audits
- Precinct Boundary Line Change Request(s) If Necessary
- Open Records Request
- Plan Voter Education/Outreach Events

NEXT SCHEDULED BOARD MEETING EVENTS:

The Board Retreat will be rescheduled for a later date.

Recommended Special Called Board meeting for Friday, March 21, 2025 at 3:00 PM for the Reconciliation Meeting.

Recommended Special Called Board meeting for Friday, March 21, 2025 at 5:30 PM to certify the Election Results of the March Special Elections.

The next scheduled Regular Board meeting is scheduled for Tuesday, April 8, 2025.