



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for January - 2025

DATE: February 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 January 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 will be presented at the February 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 NEW BOARD APPOINTMENTS:

Chair Anderson-Henry, At-Large has appointed Board Member Arvis Walker to represent her on the Board of Registration and Elections Board. Chair Anderson-Henry made her Board appointment at the January 21st Business meeting replacing Board Member Patricia Pullar. Board Member Walker served on the Board of Registration and Elections prior to this appointment. Board Member Walker's first meeting will be at the February 2025 Regular Board meeting.

Commissioner Gail Hambrick, Commission District 2 has reappointed Board Member Carol Wesley to represent her on the Board of Registration and Elections Board. Commissioner Hambrick made her Board appointment at the February 4th Business meeting.

2025 BOARD OF REGISTRATION & ELECTION RETREAT:

The Board of Elections and Registration Board Members will have a Board retreat in preparation for the 2025 Election Year on Wednesday, February 19, 2025 at the South Clayton Recreation Center from 10:00 AM to 4:00 PM.

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:

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.

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

SPECIAL ELECTION MARCH 18, 2025: CLAYTON COUNTY BOARD OF EDUCATION AND CITY OF FOREST PARK, WARD 2

The Board of Registration and Elections gave Director Dozier a directive to request that the City of Forest Park and the Clayton County Board of Education consider extending early voting hours and add the Sunday Voting dates to be consistent with what the Elections Department's standard hours of operation. The City of Forest Park and the Clayton County Board of Education considered the suggestions. The days and hours of operation will be Monday – Friday 8:00 AM – 5:00 PM; Saturday 9:00 AM – 5:00 PM. At the following locations:

MARCH 2025 ADVANCE VOTING LOCATIONS
MORROW CITY HALL
CARL RHODENIZER RECREATION CENTER
VIRGINIA BURTON GRAY RECREATION CENTER
SOUTH CLAYTON RECREATION CENTER
HISTORIC COURTHOUSE – ELECTIONS OFFICE
LAKE SPIVEY RECREATION CENTER
CITY OF FOREST PARK SENIOR CENTER

Advertising this information has commenced and will continue through Election Day.

TEMPORARY POLLING PLACE CHANGE - EXTENDED

The Elections department has been informed that Now Faith Apostolic Ministries is still under renovations therefore, we are still unable to use this location as a polling place for our March Special Elections. We recommend the continued use of Carl Rhodenizer Recreation Center. We presented this as a recommendation at the October 2024 Regular Board meeting. This does not require any action of the Board of Registration and Elections.

PROPOSAL NO. 03/24 MO10

FROM:

MO10 Now Faith Apostolic Ministries
3406 Rex Road, Rex

TO:

MO10 Carl Rhodenizer Recreation Center
3499 Rex Road, Rex

TEMPORARY EMERGENCY POLLING PLACE CHANGE

The Elections department was informed that the Greater St. Peter AME Church no longer wants to serve as a Polling location. As a result, we recommend a temporary move to accommodate the upcoming March Special election. Further, we recognize this location is off a main street, therefore we are prepared to install additional directional signage to navigate our voters to the new location.

PROPOSAL NO. 02/25

JB21

FROM:

JB21 Greater St. Peter AME Church
 9540 Fayetteville Road
 Jonesboro, GA 30238

TO:

JB21 Jim Huie Recreation Center
 9045 Tara Blvd
 Jonesboro, GA 30236

REGISTRATION

VOTER REGISTRATION:

As of February 1, 2025, there are 218, 779 (189, 646 Active: 29,133 Inactive) Voters.

FELON LIST

Number scheduled for February 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.

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:

DATE OF EVENT	EVENT	LOCATION	COMMISSION DISTRICT
01/20/25	Martin Luther King, Jr. Day Parade	745 Forest Parkway Forest Park, GA 30297	1,2,3,4 At Large
2/2/25	National Association of State Election Directors – Speaking Engagement (Director Dozier)	Conrad Hotel 950 New York Avenue NW Washington, DC 20001	National
2/10/25	Committee for Safe and Secure Elections (CSSE) Member Meeting – Speaking Engagement (Director Dozier)	Via Zoom	National

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 is scheduled for Wednesday, February 19, 2025.

The next scheduled Regular Board meeting is scheduled for Tuesday, March 11, 2025.

Recommended Special Called Board meeting for Friday, March 21, 2025. (To be Determined)