



## INTER-OFFICE MEMORANDUM

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

**FROM:** Shauna Dozier, Elections Director

**RE:** Operations Report for February - 2023

**DATE:** March 13, 2023

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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 February 2023 and activities since the last Board meeting. The priorities were centered on Pre-Election Day activities associated with the March Special Elections, processing voter registration applications, open record requests, trainings, renovations, audits; as we navigate in our temporary space due to the December 2022 weather conditions that impacted our main office.

### ELECTIONS

#### **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.

#### **2023 GEORGIA ASSOCIATION OF VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE:**

The conference was held February 12, 2023 – February 15, 2023 in Jekyll Island, GA.

Director Dozier presented on continuing education in Elections Administration during the conference training.

Director Dozier was sworn in as the President of GAVREO during this conference. This is the first time the county has held the executive board position in Clayton County Board of Registration & Elections.

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

The conference will be held December 10, 2023 – December 13, 2023 in Athens, GA.

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

No update for this meeting. We will continue to provide updates to the Board as this process unfolds.

#### **TEMPORARY CLOSURE OF REGISTRATION & ELECTION MAIN OFFICE:**

Due to extreme cold weather conditions over the Christmas holiday, the office experience severe water damage to all floors of the Main Office located in the Historic Courthouse in Annex II on December 27, 2022. As a result, the office was temporarily relocated to 1285 Government Circle.

Although the office is not fully renovated, due to the upcoming elections the main office reopened to the public February 16, 2023.

**2023 ELECTION CALENDAR:**

<b>ELECTION</b>	<b>ELECTION DATE</b>
Special Election	March 21, 2023
Special Election Runoff	April 18, 2023*
Special Election	June 20, 2023*
Special Election Runoff	July 18, 2023*
Special Election	September 19, 2023*
Special Election Runoff	October 17, 2023*
Municipal General/Special Election	November 7, 2023
Municipal General/Special Election Runoff	December 5, 2023*

\*These dates reflect the scheduled elections dates for the State of Georgia. Clayton County may not have a scheduled election on the above dates. Subject to change.

**2023 ELECTION DAY JUDGES:**

Director Dozier will provide the list of the 2023 Election Day Judges for the Election Year in the Board's Packet. Should there be a need for the appointed Election Day Judges the Director and Attorney Reed will contact them on Election Day.

**2023 MARCH SPECIAL ELECTION POLL WORKER TRAINING DATES:**

Poll Worker Training commenced February 20, 2023 and will continue until March 20, 2023.

**2023 MARCH SPECIAL ELECTION LOGIC AND ACCURACY TESTING DATES:**

Logic and Accuracy Testing commenced, February 9, 2023 and will continue until completion.

**POLLING PLACE SURVEYS AND RESERVATIONS:**

Director Dozier submitted (2) Polling Place Change Proposal recommendations to the Board for approval at upcoming March Regular Scheduled Board meeting in preparation for future elections.

The City of Jonesboro submitted their request to change their polling location for their Special Election to be held March 21, 2023 on March 2, 2023. The proposals are listed below:

PROPOSAL NO. 01/23                      LJ8

FROM:

   LJ8                      Word of God Christian Ministries  
                                1207 McDonough Road, Hampton

TO:

   LJ8                      The Church at Hampton  
                                1207 McDonough Road, Hampton

PROPOSAL NO. 02/23                      CITY OF JONESBORO (JB)

FROM:

   JB                      Lee Street Elementary School  
                                178 Lee Street, Jonesboro

TO:

   JB                      Jonesboro City Hall  
                                1859 City Center Way, Jonesboro

**2023 NOVEMBER GENERAL ELECTIONS**

**CITY OF LAKE CITY:**

The City of Lake City has expressed their interest in the Clayton County Board of Registration and Elections office conducting their 2023 Municipal Elections to be held November 7, 2023.

**REGISTRATION**

**VOTER REGISTRATION:**

As of March 1, 2023, there are 210,204 (183,200 Active: 27,004 Inactive) Voters.

**FELON LIST**

**Number scheduled for March Hearing:    None**

**NEW VOTER REGISTRATION SYSTEM LAUNCH GARViS:**

February 6, 2023 the Secretary of State launched the new voter registration system to the counties. The department is using GARViS for the first time during the March Special Elections.

**VOTER EDUCATION/OUTREACH & DEPUTY REGISTRAR ACTIVITIES:**

<b>DATE OF EVENT</b>	<b>TYPE</b>	<b>EVENT</b>	<b>LOCATION</b>	<b>COMMISSION DISTRICT</b>
3/14/2023	Outreach Voter Education	CCPS Civic Engagement Field Trip	South Clayton Recreation Center	1,2,3,4- At Large
2/22/2023	Outreach Voter Education	Goodwill Job Fair	South Clayton Recreation Center	1,2,3,4- At Large
2/18/2023	Outreach Voter Education/Voter Registration	Men's Health & Screening Event	Clayton County NW Branch 6131 Riverdale Road Riverdale, GA 30274	1,2,3,4- At Large
2/11/2023	Outreach Voter Education/Voter Registration	Clayton County Library Men's Health Event	Clayton County NW Branch 6131 Riverdale Road Riverdale, GA 30274	1,2,3,4- At Large
2/9/2023	Voter Registration	Senior Center Registration	Flint River Community Center 153 Flint River Rd 30274	1,2,3,4-At Large
2/4/2023	Outreach Voter Education/Voter Registration	HIRE –UP w/ Youth Commission	Flint River Community Center 153 Flint River Rd 30274	1,2,3,4 –At Large

For future events, please submit request to [elections@claytoncountyga.gov](mailto: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.

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

- Preparations for 2023 Elections
- Preparations for 2024 Elections
- Street Audits
- Open Records Request
- Plan Voter Education/Outreach Events
- High School Voter Registration Month

**NEXT SCHEDULED REGULAR BOARD MEETING:**

The next scheduled Regular Board meeting is scheduled for Tuesday, April 11, 2023.