



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for December - 2021

DATE: January 7, 2022

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 December 2021 and activities since the last Board meeting.

The priorities were centered on Post-Election Day activities associated with the 2020 June Primary Elections November General & Special Post Election Day request as well as the January 5, 2021 Special and General Runoff Elections, processing voter registration applications, open record requests, confirmation notices, the election activities for the Post - Special Runoff Election and the November General Municipal elections, training renovations, redistricting preparations, pre-election activities associated with the 2022 election year and the rearrangement of elections tasks due to the global pandemic COVID-19.

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.

ELECTIONS AND REGISTRATION JOB RECRUITMENT FAIR: JANUARY 11 – 13, 2022

The Clayton County Board of Elections and Registration Department will be conducting a job recruitment fair for temporary/seasonal positions as well as poll officials for the 2022 election year. The job fair has been scheduled for Tuesday, January 11 – January 13, 2022 from 9:00 AM – 3:00 daily. Our goal is to recruit Election Day Poll Officials, Absentee Clerks and Managers to work during our absentee voting period as well as Election Day. Some scheduled interviews will be conducted on site if an application has been submitted. We will provide the Board with a flyer to distribute to your respective communities.

ELECTION CENTER BOARD OF DIRECTORS NOMINATION:

The Election Center Board of Directors' Nomination Committee nominated Director Dozier as a newly appointed Board Member. The Election Center Board of Directors represents an experienced body of individuals bringing together their respective expertise from such diverse fields as business, government, jurisprudence and academia.

Orientation for New Board members was conducted November 8, 2021. Director Dozier was scheduled to attend the JELOC meeting in Arlington, Virginia from January 12 – January 16, 2022 for the first Board meeting as well as serve on a new Board Member panel, however, as a result of the increased presence on the COVID-19 variant, the conference has been cancelled. The conference will be rescheduled at a later date. In the meantime, the Board will meet via zoom to hold a business meeting on January 13, 2022.

The mission of the Election Center is to promote and support continuous improvement in the administration of elections and voter registration through research, professional education, conferences, networking and consulting. Director Dozier has been a Certified Elections/Registration Administrator through the Election Center's Professional Education Program since 2016 and looks forward to serving on the Board of Directors.

UPCOMING OBSERVED HOLIDAYS IN CLAYTON COUNTY:

In observance of the 2022 Martin Luther King Jr. holiday, the office will be closed Monday, January 17, 2022.

2022 ELECTION UPDATES:

2022 ELECTION CALENDAR:

As of this date the 2022 Election Calendar will remain as established. Below are the 2022 Election Year dates. These dates are subject to change and all do not necessarily yield an election in Clayton County. This information has been placed on our website.

2022 ELECTION EVENTS/DATES

Elections	Voter Registration Deadline	Election Date
Special Election	February 14, 2022	March 15, 2022
Special Election Runoff	February 14, 2022	April 12, 2022
General Primary	April 25, 2022	May 24, 2022
General Primary Runoff	April 25, 2022	June 21, 2022
General Primary Runoff (Federal)	May 23, 2022	June 21, 2022
General Election	October 11, 2022	November 8, 2022
General Election Runoff	October 11, 2022	December 6, 2022
General Election Runoff (Federal)	November 7, 2022	December 6, 2022

2022 ELECTION CYCLE ADVANCE VOTING DATES/TIME:

Ms. Dozier plans to submit a Resolution to the Board of Commissioners in March to set the Advance Voting dates and time for the 2022 Election Cycle pending the Board of Elections approved recommendation.

2022 QUALIFYING FEES:

The Board of Commissioners set the qualifying fees at the first regularly scheduled Board of Commissioners meeting in January 4, 2022.

Qualifying for the 2022 Primary/Nonpartisan and Independent/Political Body Candidates for the November General Election is set to commence at 9:00 AM on Monday, March 7, 2022 and end at 12:00 PM on Friday, March 11, 2022. Information regarding qualifying will be posted to our county website.

2022 ELECTION DAY JUDGES:

Director Dozier will provide the list of the 2022 Election Day Judges for the Election Year when the list has been provided.

REDISTRICTING:

Governor Kemp signed the redistricting maps into law on December 30, 2021. We have been given a deadline of completion for February 18, 2022. Our current focus is to meet this deadline.

Please be advised that we may need to call a special called meeting in order to ensure we have enough time to make all of our deadlines and get the information out to the public as soon as possible prior to qualifying. This is contingent upon the legislature's decision to maintain the current 2022 election calendar or change the dates. We will continue to provide the Board with updates as this process unfold.

2021 GEORGIA ASSOCIATION OF VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE:

The 2022 conference is scheduled March 20, 2022 – March 23, 2022 and will be held in Athens, Georgia.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

There were renovations completed during this time period (September/October 2021) in the main office. Additionally, arrangements were made for the office to temporarily utilize (4) four office spaces on the second floor for storage as well as for our expanding office staff until November 30, 2021.

UPDATE: We moved out of this space by December 20, 2021 in order to allow Human Resources to occupy. We are currently awaiting Community Development's move out of our space in order to occupy. In order for Community Development to move renovations have to be completed to their building on Stephens Road. We will continue to provide updates to the Board.

POLLING PLACE SURVEYS AND RESERVATIONS:

We are in the process of securing the reservations for the 2022 Polling Locations. If needed, we will provide recommendations to the Board for approval at upcoming Regular Scheduled Board meetings in preparation for future elections. We anticipate providing recommendations for new polling locations for the February 8, 2022 Regular Board meeting.

UGA ABSENTEE BALLOT SIGNATURE MATCH STUDY:

The Secretary of State Elections office is partnering with the University of Georgia to conduct a statewide review of signature match during the November 2020 General Election.

The Secretary of State Elections office has requested that they need all counties to scan and send to liaisons copies of all completed absentee ballot cure forms from the November 2020 General.

The department met the deadline to submit the information to the Secretary of State's Office. There are no further updates currently.

REGISTRATION

VOTER REGISTRATION:

As of January 1, 2022, there are 203,202 (177, 487 Active: 25,715 Inactive) Voters.

FELON LIST

Number scheduled for January Hearing: None

NATIONAL CHANGE OF ADDRESS CONFIRMATION NOTICES (NCOA):

On January 4, 2022 the Secretary of State will be conducting an NCOA mailing as part of our list maintenance processes. Our county office is responsible for paying postage for mailing the notices. The estimated number of notices Clayton mailed:

OUT OF COUNTY	4,897
OUT OF STATE	2,282
WITHIN COUNTY	4,219
TOTAL NCOA MAILED	11,398

VOTER EDUCATION/OUTREACH:

All in-person events have been adjusted for reduced contact due to the COVID-19 pandemic.

DEPUTY REGISTRAR ACTIVITIES:

All trainings associated with Deputy Registrar activities will be conducted via Zoom Meeting due to COVID-19. For future events, please submit request to elections@claytoncountyga.gov.

VOTER EDUCATION/OUTREACH EVENTS/MEDIA COVERAGE: None.

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Street Audits
- Deputy Registrar Training – Clayton County Public Schools New Educators
- Preparing for 2020/2021 Post Election Events
- Redistricting Activities
- Open Records Request
- List Maintenance Preparations/Confirmation Notices
- 2021 Elections and 2022 Elections Planning
- Plan Voter Education/Outreach Events
- Poll Worker/Seasonal Staff Recruitment
- Poll Worker Procedural Writing and Training

NEXT SCHEDULED REGULAR BOARD MEETING:

The next scheduled Regular Board meeting is scheduled for Tuesday, February 8, 2022.