



INTER-OFFICE MEMORANDUM

TO: Clayton County Board of Elections and Registration

FROM: Shauna Dozier, Elections Director

RE: Operations Report for July 2020

DATE: August 17, 2020

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 July 2020 and activities since the last Board meeting.

The priorities were centered on Election Day activities associated with the Post-Election Activities of the 2020 Presidential Preference, General Primary and Special elections, Pre/Post-Election Day Activities with the General Primary Runoff Election, 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. Further, deadline driven task associated with the newly added election to be held in September.

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.

REQUEST FOR OFFICE AIDE:

The Elections & Registration Department has submitted a request for an Office Aide position to handle the demand for Open Records Request along with having a designated Staff to handle all record retention schedules along with the Information Technology Archives Director.

STAFFING PROFESSIONAL DEVELOPMENT AND TRAINING:

Deadline driven task from the redistribution of daily operations continue to receive priority training which included Staff Training.

RENOVATION OF ELECTION CENTER/FORMER 911 BUNKER:

We have no further updates at this time. An update to the Board will be provided as this unfolds.

2020 ELECTION UPDATES:

2020 SPECIAL ELECTION CONGRESSIONAL DISTRICT 5 – SEPTEMBER:

Governor Kemp issued a writ of election to the Secretary of State for a special election to be held on Tuesday, September 29, 2020 to fill the vacancy in Georgia's Fifth Congressional District for the United States House of Representatives pursuant to 21-2-543. The Clayton County Board of Elections was provided the writ on July 27, 2020.

Congressional District covers portions of Clayton, DeKalb and Fulton counties.

2020 SPECIAL ELECTION CONGRESSIONAL DISTRICT 5 – SEPTEMBER CONT:

Because of the newly added Special Election, we will be required to conduct Post-Election activities associated with the August Runoff simultaneously with the start of mailing ballots for the Special Election. Additionally, several Pre Election Day activities associated with the Special Election will overlap Election deadline driven activities associated with the November General. The Board of Elections and Registration Team will require additional monies to conduct this election as well as work a significant amount of overtime to perform all duties associated with the multiple elections. Should there be a Runoff, it will be held December 1, 2020.

LOGIC & ACCURACY TESTING – 2020 SEPTEMBER SPECIAL:

The Logic and Accuracy Testing will commence August 24, 2020 and shall continue until completion.

POLL WORKER TRAINING – 2020 SEPTEMBER SPECIAL:

Poll Worker Training is scheduled from September 9 – September 21, 2020.

ABSENTEE BY MAIL & ADVANCE VOTING – 2020 SEPTEMBER SPECIAL:

UOCAVA ballots were mailed August 14, 2020. We will continue to mail ballots as requested until the last day to request a ballot, September 25, 2020. The official absentee drop box is available for voters whom wish to have a free and contactless service option to drop off their ballot. Advance Voting has been scheduled for September 8, 2020 to September 25, 2020. September 7, 2020 is a county holiday.

The Elections and Registration Department will upon Board of Elections approval request the Board of Commissioners to approve the usage of the following facilities for conducting Advance Voting with extended operating days/hours for the September Special to be held September 29, 2020.

- Historic Courthouse Ceremonial Courtroom
- Virginia Burton Gray Recreation Center
- Carl Rhodenizer Recreation Center
- Morrow City Hall has already been approved from the City of Morrow

To give the Voters in Congressional District 5 (the only race involved) a facility that is within the District.

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

- South Clayton Recreation Center
- William Lee Headquarters Library

We will have a Saturday and Sunday Voting Day in accordance to Georgia Election Code and the Board of Elections Board Policy regarding a Federal Candidate on the Ballot. The dates are as follows: Saturday, September 19, 2020 and Sunday, September 20, 2020.

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 have purchased (4) four additional official absentee drop boxes to be placed at the following locations:

- Carl Rhodenizer Recreation Center – District 1
- Virginia Burton Gray Recreation Center – District 2
- South Clayton Recreation Center – District 3
- Newly Added Recreation Center in Commission District 4 (upon opening)

The newly added official absentee drop boxes will be installed to be used starting with the 2020 November General Elections upon delivery by the vendor. Monies have been secured from the Clayton County Board of Commissioners grant under the CARES ACT.

PRECINCT BOUNDARY CHANGES (ADDITIONAL PRECINCT):

Director Dozier will be presenting (1) proposal to create 1 additional precincts from LJ3 in Clayton County in an attempt to reduce lines on Election Day as provided in the July Regular Board Meeting. We were able to secure another location in Lovejoy post-Board meeting. 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. The Polling Place change will go into effect for the newly added September Special Election in Congressional District 5. FP 5 is associated with the September Special Election. Under the unique circumstances, we started notifying Voters impacted at the polls on Election Day by providing them with a handbill and flyers advertising the change and will send notifications, new precinct cards and send out to communications in order to ensure that impacted voters are notified in multiple ways. On Election Day, the former polling site will also display signage indicating the new location.

CARES ACT AND HAVA GRANT:

Clayton County Board of Elections received a reimbursement of \$5,072.25 from the Secretary of State under the CARES ACT for the purchase of the official absentee drop box, PPE supplies and election materials associated with the new voting equipment. The reimbursement has been submitted to the Finance Department.

STATE ELECTION BOARD - ONLINE ABSENTEE BALLOT PORTAL:

Georgia's State Election Board unanimously voted to approve a rule authorizing the Secretary of State's upcoming online absentee ballot request form portal. The online portal, which is currently undergoing testing, will make it easier for both Georgia voters to request absentee ballots in the future and for county officials to process the dramatic increase in absentee ballots seen during the COVID-19 pandemic.

STATE ELECTION BOARD - ONLINE ABSENTEE BALLOT PORTAL CONT:

The new rule authorizes Raffensperger “to create a system that allows registered voters to submit an absentee ballot application via an online portal.” The requester’s identity will be verified by “matching the voter’s name, date of birth, and Georgia driver’s license or state identification card number” with information contained on file in the state voter registration system.

All other absentee ballot applications will require a voter’s signature that matches the signature on file. The online portal is currently undergoing testing and is on track for public release later this month.

REGISTRATION

VOTER REGISTRATION:

As of August 14, 2020, there are 200,297 (188,135 Active; 12,162 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 Board meeting.

Number scheduled for August Hearing: None

VOTER REGISTRATION DEADLINE - 2020 SEPTEMBER SPECIAL:

The Voter Registration Deadline for the September Special Election for Congressional District 5 is set for August 31, 2020.

VOTER EDUCATION/OUTREACH:

All in-person voter education events have been adjusted for reduced contact due to the COVID-19 pandemic. We are working on events associated with National Voter Registration Day with other departments and organizations. We will provide the Board with flyers.

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 Ms. Trivis Houston, at elections@claytoncountyga.gov.

VOTER EDUCATION/OUTREACH EVENTS:

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

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