



BOARD OF REGISTRATION AND ELECTIONS APPROVED MINUTES

REGULAR MEETING – JANUARY 11, 2024

The Fulton County Board of Registration and Elections met in Regular Session on Thursday, January 11, 2024, at 11:00 a.m.

**The meeting was recorded and is available for your review on
FGTV YouTube Channel**

<https://www.youtube.com/channel/UCYH7E0jH6HxE-3KTRluH8SQ>

Board Members Present Mr. William Michael Heekin, Vice Chairperson
Mr. Aaron Johnson
Mrs. Teresa Crawford

Absent Board Members

Mrs. Patrise Perkins-Hooker, Chairperson
Vacant Seat 8.2023

Staff Attending: Mrs. Nadine E. Williams, Director; Mrs. Sharon Benjamin, Deputy Election Chief; Mrs. Kathryn Glenn, Registration Manager; Mrs. Jodi Brittan, Absentee Manager; Mrs. Shoshauna Goins, Absentee Supervisor; Ms. Janice Dickenson, Administrative Manager; Mrs. Janell Barganier, Financial Systems Manager; Ms. LaShandra Little, VEO Manager; Mr. Thomas Johnson, Registration Supervisor; Mr. Corey Henson, Elections Equipment Manager; Ms. Regina Waller, Division Manager; Mr. James Reese, FGTV Production Manager; Mr. Darryl Peek, Mr. Tyree Spencer, Mr. James Artis

Guest: Jean-Pierre Irie (Canopy Atlanta), Helen McLaughlin (ACLU), Rachel LaStringe (ACLU), Lauren Waits (Fulton Democrats), Yvonne Pharm (ACLU), Alesha Bell (Common Cause)

ACRONYMS:

BRE- Board of Registration and Elections
DRE- Department of Registration and Elections
EHOC- Elections Hub and Operations Center
BOC- Board of Commissioners
ABM- Absentee by Mail
L&A- Logic and Accuracy Testing
VEO- Voter Education and Outreach
REIF- Reporting Elections Systems Issue Form

BMDs- Ballot Marking Devices
SOS- Secretary of State's
SEB- State Election Board
DDS- Department of Driver Services
CERA- Certified Elections Registration Administrator
GARViS- Georgia Registered Voter Information System

#1– APPROVAL OF AGENDA

Vice-Chair Heekin entertained a motion to approve the agenda as amended. The motion was made by **Mrs. Crawford**, seconded by **Mr. Johnson**, and carried by a vote of 3-0.

#2-COMMUNICATIONS AND PUBLIC RESPONSE

Mr. Earl Ferguson complained about the decision made on his challenge during the last BRE meeting. Mr. Ferguson mentioned he filed a complaint with the State Election Board (SEB).

OLD BUSINESS

#3– APPROVAL OF MINUTES

- Special Meeting- December 5, 2023
- Special Meeting- December 8, 2023
- Regular Meeting – December 14, 2023

Vice-Chair Heekin entertained a motion to approve the proposed minutes of December 5, 8, and 14, 2023. The motion was made by **Mrs. Crawford** and was seconded by **Mr. Johnson** and carried by a unanimous vote of 3-0.

#4– MONTHLY OPERATIONS REPORT FOR DECEMBER 2023

GEORGIA VOTER REGISTRATION AND ELECTION OFFICIALS (GAVREO) CONFERENCE UPDATE

Director Williams greeted the Board members and provided a brief overview of current operations:

- No additional information to report from the Certification meeting of December 8th
- Runoff was conducted successfully
- Leadership Team attended the GAVREO Conference
 - Training on various topics and best practices
- Preparation for the (Presidential Preference Primary) PPP election has been on-going

Director Williams reported on the activities of the Deputy Director on behalf of Deputy Eskridge:

- Attended the GAVREO state conference: December 10-14
- Coordinated Call Center Training for all assigned personnel: WEBEOC with Emergency Management Center Personnel
- Participated in planning & coordination meetings for security coverage for the 2024 election cycle
- Oversaw fiscal activities for the 2023 budget year-end closeout

Mrs. Brittian reported on the activities in **Absentee Division:**

- Weekly Meetings with the Division’s personnel
- Processed all applications and ballots received
- Vendors engaged during **December 2023**
 - Quadient, Tattnall, HBSolutions, Pitney Bowes, and TriTek

GARViS

- (REIF) Reporting Election-Systems Issue Form:
Presidential Preference Primary Election date not populating

Attended

- **GAVREO Region 3 Meeting**
- **State Elections Board Hearing**
- Georgia Association of Voter Registration and Election Officials Conference 2023

FIRST DAY TO MAIL ABSENTEE BALLOTS FOR THE PRESIDENTIAL PREFERENCE PRIMARY ELECTION. The board of registrars shall mail or issue official absentee ballots no more than 29 days, but not less than 25 days prior to any general primary election. O.C.G.A. § 21-2-384(a)(2)	JANUARY 23,2024 (UOCAVA) FEBRUARY 12,2024 (civilian)
DEADLINE FOR VOTER REGISTRATION/CHANGE OF ADDRESS FOR THE MARCH 12, 2024, PRESIDENTIAL PREFERENCE PRIMARY ELECTION. The last day for a person to register and be eligible to vote in the Presidential Preference Primary election shall be at the close of business on the fifth Monday prior to the date of the election. O.C.G.A. §§ 21-2-224; 21-2-501	FEBRUARY 12, 2024

Ms. Dickenson reported on activities in the Administration Division:

Performed routine administrative functions:

- Processed requisitions to establish purchase orders to provide good and services
- Submitted invoices for payment.
- Process P-Card purchases and T-Card travel / training expenses.

Performed various HR functions:

- Processed payroll
- Processed requisitions for recruitment
- Processed separated employees from HR system

PERSONNEL VACANCIES:		
TITLE	POSITION TYPE	STATUS OF RECRUITMENT
Information Systems Analyst I	New	Recruitment request submitted for processing.
Elections Systems Specialist	Existing Position	Job Announcement posted.
Absentee Officer	Existing Position	Job Announcement posted.
Registration Officer	Existing Position	Recruitment will resume in 2024.
Registration Chief	Existing Position	Recruitment will resume in 2024.
Courier (Time limited position)	Existing Position	Recruitment will resume in 2024.
CAMPAIGN CONTRIBUTION DISCLOSURE REPORT		
The campaign contribution disclosure reports for all candidates are due		

December 31, 2023, with a grace period deadline on January 9, 2024.

All late and non-filers will be reported to the State Finance Commission.

Mrs. Benjamin reported on activities with Advance Voting/ Early Voting:

- December 5th Runoff, Advance voting event was very successful and over 7,000 voters participated in this election
- Preparation for the Presidential Preference Primary (**PPP**) election
- Main goals are to recruit, recruit AV staff to support all AV locations
- Conducted an assessment of the newly implemented Poll Pad voter processing system along with GARVIS
- Revising our training materials and training curriculum for implementation in the upcoming election
- Completed Renewal of Certified Election Registration Administrator (**CERA**) December 2023

Attended:

- Georgia Association of Voter Registration and Election Officials Conference 2023

Chief Ross reported on the activities in the Election Division and Election Day:

Summary of our key activities:

- Submitted the November 7th Municipal Election Reconciliation Report
- Formulated December 5th Runoff Election Reconciliation Report
- Finalized Polling Place Changes for March 12, 2024, Election
- Formulated Outreach Advance Voting Schedule for March 12, 2024
- Organized the return equipment leased by the City of Milton

Attended:

- Georgia Association of Voter Registration and Election Officials Conference 2023

<ul style="list-style-type: none"> ▪ Recruited all Poll Managers for the March 12, 2024, Election. ▪ Managers will send their list of Poll Workers on January 12, 2024 ▪ January 20th Poll worker ▪ Recruitment ends on February 2, 2024 ▪ Training concludes on March 2, 2024 				
Election Date:		March 12, 2024		
POSITION NEEDED	QUANTITY	# RECRUITED TO DATE	# TRAINED DATE	TO
Poll Manager	182	182		

Mrs. Crawford asked about the training schedule?

Chief Ross responded that a drafted schedule can be provided at the conclusion of this meeting.

Mrs. Barganier reported on the Department’s Finances:

- Completed the 2024 Elections and Operations budgets provided the 2024 Elections and Operations funding in the AMS accounting system
- Tracking the 2023 budget to actual costs analysis to ensure we adhere to the budget
- Continuing to process vendor invoices received for the 2023 election
- December 5, 2023, municipal general run-off election:
 - 4 cities- Atlanta, East Point, Roswell, and South Fulton
 - Run-off budget of \$1.85 million, to reflect the decreased voting precincts for Election Day and reduced the advanced voting sites
- received all of the run-off election payments from all 4 cities- Atlanta, East Point, Roswell, and South Fulton

Below are the 2024 Elections and Operations budgets:

2024 Budgets as of 01/04/2024:	
Operations Budget	\$5.2 Million
Presidential Preference Primary (PPP) MARCH 12, 2024	\$9.5 Million
Presidential Primary MAY 21, 2024	\$8.75 Million
Presidential Primary Run-off JUNE 18, 2024	\$4.8 Million
Presidential General Election NOV 5, 2024	\$12.6 Million
Presidential General Run-off Election DEC 3, 2024	\$5.8 Million

Mr. Gilstrap reported on the activities in the Information Systems (Elections Division):

December 5th General Municipal Runoff Election:

- Conducted and completed Logic and accuracy on voting equipment for the General Municipal Runoff Election, provided technical support during Advance Voting and Election Day
- Successfully tabulated and reported the election results that were certified on December 8th.

Voting Equipment Inspection:

- Received in all voting equipment that was used in the Runoff Election.
- Conducted a physical inspection on all voting equipment received to make sure that any physical damage to the voting equipment was fixed or replaced.

Georgia Association of Voter Registration and Election Officials Conference:

Information Systems Supervisors attended the conference from December 10th through December 13th.

- Attended sessions and training regarding preparing for the upcoming 2024 Presidential Election cycle.

Vice Chair Heekin inquired about the physical inspection of the equipment?

Mr. Gilstrap responded the equipment is in good standing, no visible physical damages occurred during this election cycle.

Mr. Henson reported on the activities of Supplies and Logistics (Election Division):

Completed preparation the December 05, 2023, Municipal Runoff by doing the following:

- Delivering all the Election Day Equipment to all the Election Day Polling Locations.
- Preparing all the supplies for the December 5, 2023, Municipal Runoff.
- Completed the retrieval of all the equipment and Supplies used during the December 5, 2023, Municipal Runoff.
- Completed all post-election duties including reconciliation and preparation of all election materials for retention.

Completed the following duties after the completion of the December 5, 2023, Municipal Runoff.

- Unpacked all supply bags, bins and sorted all items to their corresponding locations.
- Returned all Rental Trucks and vehicles used during the 2023 Election cycle.
- Started inventory on all the supply items in the warehouse in preparation for the upcoming 2024 Election cycle.
- Started inventory on all logistics items in the warehouse in preparation for the upcoming 2024 Election cycle.
- Conducted a review of the 2023 Municipal election preparations to implement any changes needed for the 2024 Election Cycle.
- The Supply and Logistics Manager attended the December 2023 GAVREO conference.
- Continued preparing for the 2024 Election Cycle by performing the following duties:
- Contacted and confirmed the last Election Day Polling locations to verify reservations for the upcoming 2024 Election Cycle.
- Updated contact information as Election Day site reservation forms were returned for the 2024 Election cycle.
- Contacted and visited potential Advance Voting and Election Day polling locations to confirm the sites' availability as a polling location.
- Contacted and visited Advance Voting locations to confirm the reservations for the upcoming 2024 Election Cycle.

Attended:

- Georgia Association of Voter Registration and Election Officials Conference 2023

SUPPLY & INVENTORY STATISTICS	
111 Election Day Precincts	Election Equipment delivered to the polling locations
111 Election Day Precincts	Election Equipment picked up and returned to the Warehouse
111 Election Day Precincts	Prepared Provisional and Supply Bags
Supply and Logistics Warehouse	Full end of the year inventory

Mrs. Crawford asked about polling locations in the school that were moved to alternate locations in the facility with limited cellular service?

Director Williams responded that due to classes being in session, those locations were moved to alternate locations within the facility but that should not occur again. The DRE has coordinated with the schools for the calendar year in 2024, to close or provide remote learning on Election Day.

Mrs. Glenn reported on the activities of the Voter Registration Division:

The primary activities the VR staff worked on in December.

- Researched street issues
- Processed returned mail
- Support resource for Early Voting and Election Day Poll Workers
- Processed new applications December 11th and the backlog of DDS was 22,400, Team have worked the backlog down to under 5,000
- Processed 1802 voter challenges which entailed verifying the voter status and mailing notices to the voters informing them of the challenge.
- Registration staff continue processing all items on the county's GARVIS (**Georgia Registered Voter Information System**) dashboard and auditing and updating the voter roll

Attended:

- Georgia Association of Voter Registration and Election Officials Conference 2023

December 1, 2023	through	December 31, 2023	
VOTER REGISTRATION APPLICATIONS RECEIVED		921	
ACTIVE VOTERS		726,574	
INACTIVE VOTERS		139,851	
TOTAL OF REGISTERED VOTERS		866,425	
APPLICATIONS TO BE PROCESSED		5,588	
NEW REGISTRATIONS TO FULTON COUNTY		2,781	
TRANSFERS TO FULTON COUNTY		9,537	
TRANSFERS FROM FULTON COUNTY		765	
REMOVALS FROM FULTON COUNTY		796	

Ms. Little reported on the activities of Voter Education and Outreach (Administration Division):

- Focused on outreach to senior centers, colleges, universities, and municipalities
- Contacted all municipalities to gauge interest in hosting poll worker recruitment fairs and hosted Poll worker recruitment Fairs at the North and South election offices
- Created a database of senior centers in Fulton County in preparation for assisting with voter education for the 2024 election cycle
- Partnership with the High Museum of Art on outreach events at the facility during December and January to promote the 2024 election cycle
- Focused on collateral material for the 2024 election cycle for outreach events
- Conducted Deputy Registrar Training for all new staff members and offering training to the public.

Attended:

- Georgia Association of Voter Registration and Election Officials Conference 2023

VOTER EDUCATION ACTIVITIES		
Activity	Total for the Month	Year Total
Deputy Registrar Training	41	442
Voter Registration	49	1001
Poll Worker Recruitment	26	30
Voter Identification Cards	0	12
Outreach Events	16	345
Absentee Application	5	147
Deputy Registrar Events	3	35
Connections for VEO.	150	810
Event Interactions	1220	17,571
Media Inquiries	10	70

Mrs. Crawford commended the VEO Team.

#5- UPDATE ON ADVANCE VOTING LOCATIONS FOR THE 2024 PRESIDENTIAL PREFERENCE PRIMARY

The Advanced Voting period for the Tuesday, March 12, 2024, Presidential Preference Primary (PPP) Election will be held:

Director Williams informed the Board of changes that need to be made:

- Removing the Northpoint Parkway locations due to ongoing renovation
- Adding Fulton County Customer Service Center at Maxwell Road
- Original proposal: **19** days and the operation hours: **7am-7pm**
 - Changing the operation hours due to budgetary restraints
- **Monday February 19 to Friday March 8, 2024**
Hours Include:
 Monday – Friday from 9 a.m. until 7 p.m.
 Saturdays - February 24 and March 2 from 9 a.m. until 5 p.m.
 Sundays - February 25 and March 3 from 12 p.m. until 5 p.m.

Mr. Johnson asked about the Old Adamsville Shelter location due to the proximity to the CT Martin Recreation Center?

Director Williams responded that was the DRE’s intent, to provide alternate locations for the locations that historically have high turnout, such as Alpharetta Library and various other locations.

Mr. Johnson inquired about the hours of Early Voting and the number of sites that will be available from February 19- March 8, 2024?

Director Williams responded to alleviate voter confusion the hours are as listed, and there will be 37 locations.

Mrs. Crawford commented on the hours of operation.

Director Williams reminded the BRE that there are part-time hours available for Early Voting personnel.

Vice-Chair Heekin entertained a motion to approve the changes to the Advance Voting Locations and the proposed hours of operation. The motion was made by **Mrs. Crawford** and was seconded by **Mr. Johnson** and carried by a unanimous vote of 3-0.

NEW BUSINESS

#6- REDISTRICTING UPDATE

Mrs. Glenn reported:

- The Registration Division is actively engaged in the redistricting process which includes 13 of the 15 Cities and Unincorporated Fulton
- GIS is actively engaged and very helpful

Mrs. Crawford asked for the anticipated date for completion?

Mrs. Glenn responded that the deadline from the Secretary of State's (SOS) Office is February 9, 2024; and she does not want to be more ambitious than the date provided.

Mrs. Crawford asked about the timeframe to mail out precinct cards.

Mrs. Glenn responded yes; the cards will be mailed timely. The precinct cards will inform the voters for the General Primary Election on May 21, 2024.

Mrs. Crawford asked about that process once redistricting is complete.

Mrs. Glenn mentioned that the Secretary of State's office is responsible for printing of the precinct cards; however, if that does not occur the DRE has a back-up plan.

Mrs. Crawford asked what was the back-plan?

Mrs. Glenn responded that with the assistance of External Affairs Department and an outside vendor, the DRE will request to use those services.

Vice-Chair Heekin asked who pays for the precinct cards if we use the vendor, Dove?

Mrs. Glenn responded the County.

Mr. Johnson mentioned that even if SOS provide the precinct cards the County is still responsible for paying the postage.

Mrs. Crawford communicated that it's those unfunded mandates that is hard to deal with.

Mr. Johnson asked about notifying voters of the changes because it appears there will be major impact throughout the county, and will all the voters receive a precinct card?

Mrs. Glenn responded that the law states that only the impacted voters require notification.

Mr. Johnson asked was the percentage of voters impacted approximately 70% based on the list of changes provided?

Mrs. Glenn responded yes, more than 70%.

Mr. Johnson encouraged the DRE to send postcards to everyone.

Director Williams mentioned the DRE is currently working with External Affairs to draft head of household notice for all voters.

Mr. Johnson encouraged the DRE regarding the mailing of precinct cards because he fears that there will be voter confusion during the May Election.

Director Williams noted that the Registration Division is partnering with all the impacted cities to assist in updating their voters of the changes. She mentioned that the VEO Team will also disseminate information regarding all redistricting changes.

EXECUTIVE SESSION

The Board did not convene into Executive Session.

ADJOURNMENT

Vice-Chair Heekin entertained a motion to adjourn **Mr. Johnson** moved to adjourn the meeting. **Mrs. Crawford** seconded the motion. There being no further business on the agenda, the Board adjourned the meeting at 11:35 a.m.

The meeting adjourned.

Prepared by:

Mariska Bodison, Board Secretary