

INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM:

Nadine Williams, Director
Patrick Eskridge, Deputy Director
John Ross, Elections Chief
Vacant, Registration Chief
Sharon Benjamin, Deputy Elections Chief
Kathryn Glenn, Registration Manager
Jodi Brittian, Absentee Manager
Corey Henson. Elections Equipment Manager
Janell Barganier, Financial Systems Manager
Janice Dickenson, Administrative Manager
Dominic Olomo, Information Systems Manager
Derrick Gilstrap, Election Systems Specialist Supervisor
LaShandra Little, Voter Education and Outreach Manager

RE: Monthly Operations Report – April 2024

DATE: May 1, 2024

DEPUTY DIRECTOR PROJECTS

DATE OF REPORT: 05.01.2024

WORK SUMMARY:

During the Month of April, I worked on the following items:

Internal Operations:

- Began working with appropriate departments to construct the departmental Emergency Preparedness Plan
- Worked with Director & Finance Manager to draft communications to Cities in regards to the 2023 Municipal election refunds
- Assisted with drafting an Elections Academy acknowledgement form
- Continued touchpoints with statewide vendors and Purchasing to procure needed supplies for the May Primary election.

ABSENTEE DIVISION		
DATE: 4/29/24		
PREPARATION FOR ELECTION / WORK SUMMARY:		
Monitoring all outlets for Absentee request, reviewing processes and proce Election cycle.	dures that impact the 2024	
ABSENTEE OPERATIONS:		
 Weekly Meetings with the Division's personnel Trained 		
Vendors engaged during April 2024		
Quadient, Tattnall, TriTek & HBsolutions		
On-going:		
 Notifying electors who will receive Provisional ballots due to incom Review of GARVIS enhancements/updates for training material 	plete/insufficient application	
SOS DEADLINE DATES:		
Earliest Day to apply for Absentee by Mail for the May 21st, 2024 General		
Primary election. DEADLINE FOR VOTER REGISTRATION/CHANGE OF ADDRESS FOR THE	March 4, 2024	
MAY 21^{st,} 2024 GENERAL 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	APRIL 22, 2024	
FIRST DAY TO MAIL ABSENTEE BALLOTS FOR THE GENERAL PRIMARYELECTION. The board of registrars shall mail or issue official absentee ballotsno more than 29 days, but not less than 25 days prior to any general primaryelection. O.C.G.A. § 21-2-384(a)(2)		
Last day to request an Absentee ballot O.C.G.A. § 21-2-381	MAY 10, 2024	
ADVANCED IN PERSON (EARLY) VOTING BEGINS FOR THE MAY 21ST, 2024 GENERAL PRIMARY ELECTION O.C.G.A. § 21-2-385(d)(1)	APRIL 29,2024	
Eligible Military and Overseas Voters (UOCAVA) Ballots must be received by 5pm. MAY 24, 2024		
ABSENTEE BY MAIL STATISTICS:		
APPLICATIONS ACCEPTED 3350		
APPLICATIONS REJECTED	22	
PROVISIONALS BALLOTS MAILED (CURE REQUIRED)	79	
TOTAL BALLOTS MAILED	2967	
BALLOTS ACCEPTED	46	
BALLOTS REJECTED	0	

ADMINISTRATION				
DATE OF REPORT: April 24, 2024				
PREPARATION FOR ELECTION / WORK SUMMARY:				
 The unit performed routine administrative functions such as: Procuring goods & services. Request PO and process payments of annual maintenance invoices. Processed and made payment for P Card allowable purchases. Processed and made payment for Travel Card expenses. Prepared monthly reconciliation reports for Purchase Card (P Card) and Travel Card (T Card). 				
	or recruitment & selection	of candidates.		
PERSONNEL VACANCIES: TITLE	POSITION TYPE	STATUS OF RECRUITMENT		
Information Systems Analyst I	New	Requisition processed. Awaiting register from HR to prepare for interviews.		
Elections Systems Specialist	Existing Position	Interviews conducted and selection processed.		
Absentee Officer	Existing Position	Requisition submitted for recruitment.		
Courier (Time limited position)	Existing Position	Requisition submitted for recruitment.		
Registration Officer	Existing Position	Recruitment to resume.		
Registration Chief	Existing Position	Recruitment to resume.		
CAMPAIGN CONTRIBUTION DISCLOSURE REPORT & PERSONAL FINANCIAL DISCLOSURE STATEMENTS:				

The next campaign contribution disclosure report was due April 30, 2024 (election year candidates), with a grace period deadline on May 7, 2024.

ADVANCE VOTING

DATE OF REPORT: 4.30.2024

PREPARATION FOR ELECTION / WORK SUMMARY:

For the month of April, we were conducting training, and preparing for the first day of Early Voting which began on April 29th. To date, it has been a slow turn out, but our main goal is continuing support for the 36 AV locations in the field. We developed and implemented real-time EV Location monitoring and review system, including hourly reconciliation of all our locations and putting corrective actions in place if any issued develop we are able to address them immediately. This allows us to rapidly identify errors, weaknesses or provide answer to time sensitive questions as needed.

And so far, the system has been going well and no substantial issue have arisen.

Runoff Election: June 18, 2024

ATE OF REPORT: 05.01.2024 REPARATION FOR ELECTION / WORK SUMMARY:				
	•			
April the election div	ision worked on the fo	bilowing items:		
Internal Operation	ons:			
Restructuring or	peration for Election D	ay Call Center Operatio	ons.	
		P election Reconciliatio		
• Formulate Lette	ers of Instruction for Ad	dvance Voting, Election	Day poll managers, and	
Election Check-i	n managers.			
		•	eneral Primary Election.	
-	• •	e May 21st General Prin	•	
	• •	d Sample ballot allocati	ons required for the May 21 st	
General Primary	/.			
	ELECTION	DAY OPERATIONS	2	
		DATOPERATIONS		
aining started on Apr	il 16, 2024, and will en	d on May 18, 2024. W	e have trained approximately	
-		d on May 18, 2024. Wo poll workers by May 18		
-		poll workers by May 18		
-		•		
3 Poll Workers and a Poll Workers and a POSITION NEEDED	re on track to train all	poll workers by May 18 # RECRUITED	sth	
3 Poll Workers and a	re on track to train all QUANTITY 177	poll workers by May 18 # RECRUITED TO DATE 177	Poll Workers Trained 119	
3 Poll Workers and a Poll Workers and a POSITION NEEDED	re on track to train all QUANTITY	poll workers by May 18 # RECRUITED TO DATE	Poll Workers Trained	
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3 Poll Workers and a POSITION NEEDED Poll Manager	re on track to train all QUANTITY 177	poll workers by May 18 # RECRUITED TO DATE 177	Poll Workers Trained 119	
3 Poll Workers and a POSITION NEEDED Poll Manager Assistant Manager	re on track to train all QUANTITY 177 354 794	# RECRUITED TO DATE 177 354	Poll Workers Trained 119 125	
3 Poll Workers and a POSITION NEEDED Poll Manager Assistant Manager Clerks	re on track to train all QUANTITY 177 354	poll workers by May 18 # RECRUITED TO DATE 177 354 794	Poll Workers Trained 119 125 388	
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3 Poll Workers and a POSITION NEEDED Poll Manager Assistant Manager Clerks Provisional Poll Workers	re on track to train all QUANTITY 177 354 794 177 (Dual Role)	poll workers by May 18 # RECRUITED TO DATE 177 354 794 177 (Dual Role)	Poll Workers Trained 119 125 388	
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3 Poll Workers and a POSITION NEEDED Poll Manager Assistant Manager Clerks Provisional Poll Workers Total	re on track to train all QUANTITY 177 354 794 177 (Dual Role)	poll workers by May 18 # RECRUITED TO DATE 177 354 794 177 (Dual Role) 632 693	Poll Workers Trained 119 125 388	

FINANCE

DATE OF REPORT: 04/26/2024 PREPARATION FOR ELECTION / WORK SUMMARY:

The Fulton County Board of Commissioners (BOC) approved 2024 Elections budget is funding for the 1st four election cycles. The Finance department's plan is to fund the December 2024 General run-off election, if needed, from the overall Fulton County underruns.

The Financial Systems manager has managed the two temporary staffing agencies to onboard temporary employees and to request billing reports for the temporary staff. We continue to meet with the temporary staffing agencies to coordinate their recruiting efforts to fill open temporary positions.

The remaining balances of the 2023 November and December municipal elections budget were rolled over into 2024 to fund the rest of the 2023 municipal election expenses. We are tracking the 2023 budget to actual costs analysis to ensure we adhere to the municipal election budget. We are continuing to process vendor invoices received for the 2023 municipal elections. We are following up with vendors who have not submitted their 2023 invoices to us.

2023 Municipal Budget balances rolled into the 2024 Municipal Budget:		
General Election Municipal Budget NOV 2023	\$1.5 Million	
General Run-off Election Municipal Budget DEC 2023	\$1.75 Million	

Below are the 2024 Elections and Operations budgets:

2024 Budgets approved by BOC:	
Operations Budget	\$5.2 Million
Presidential Preference Primary (PPP) MARCH 12, 2024	\$9.3 Million
Presidential Primary MAY 21, 2024	\$8.5 Million
Presidential Primary Run-off JUNE 18, 2024	\$4.2 Million
Presidential General Election NOV 5, 2024	\$12.2 Million
Presidential General Run-off Election DEC 3, 2024 (to be funded from Fulton County underruns, if it is needed)	\$5.6 Million

INFORMATION SYSTEMS

DATE OF REPORT: 05.01.2024

PREPARATION FOR ELECTION / WORK SUMMARY:

May 21st General Primary Election: The Information Systems staff begin preparation for the May 21st General Primary Election. The main items in preparation are listed below.

- Logic & Accuracy Testing Logic & Accuracy Testing begin on April 8th and will continue through May 16th. The Information Systems staff started and continue to conduct Logic & Accuracy Testing and program all equipment for Election Day. The Information Systems staff will conduct Logic & Accuracy testing and complete updates on all Poll Pads used at Election Day sites and have these Poll Pads completed by May 19th.
- Technical Support The Information Systems staff will provide technical support for Advance Voting which starts on April 29th and ends on May 17th. Systems Specialists will also provide technical support for all Election Day sites on Election Day, May 21st.
- **Sunday Pick Up** Provide Poll Pads, seals, precinct supply bags, and precinct binders to the Poll Manager for Election Day on Sunday, May 19th.
- Election Night Closing out advance voting tabulators. Uploading memory cards from each Advanced Voting and Election Day precinct and tabulate. Display results and send reports to the SOS.
- **Post-Election** Receive in all voting equipment that was used in the General Primary Election. Conduct final tabulation and prepare reports for certification.

REGISTRATION

DATE OF REPORT: April 30, 2024
PREPARATION FOR ELECTION / WORK SUMMARY:

This Monthly Report provides a summary of the critical registration activities, workload levels, and voter registration statistics for the Registration Division of the Fulton County Registration & Elections Department for April 2024. The primary activities the VR staff worked on in April were redistricting changes in GARVIS, researching street issues, processing all applications before the voter registration cut-off for the May 21, 2024, general primary election and processing all items on the county's GARVIS (Georgia Registered Voter Information System) dashboard and continuously auditing the voter roll.

REGISTRATION STATISTICS:

April 1, 2024	April 30, 2024
VOTER REGISTRATION APPLICATIONS RECEIVED	16,588
ACTIVE VOTERS	736,287
INACTIVE VOTERS	133,793
TOTAL OF REGISTERED VOTERS	870,080
APPLICATIONS TO BE PROCESSED	3,805
NEW REGISTRATIONS TO FULTON COUNTY	5,673
TRANSFERS TO FULTON COUNTY	7,220
TRANSFERS FROM FULTON COUNTY	1,759
REMOVALS FROM FULTON COUNTY	2,875

FRONT DESK OPERATIONS

April 1, 2024	April 30	. 2024	
			Total Number of
Reason for Visitin	g Voter Registration		Yellow Tickets
CERTIFICATE OF REGISTRATION			11
TEMPORARY VOTER ID CARD - AP	PLICATIONS		70
REGISTER TO VOTE - WALK-INS			157
PRECINCT CARD REQUESTS			49
VOTER STATUS ISSUES (CANCELL	ATION, INACTIVE, ETC.)		2
3RD PARTY/VOTER DRIVES (APPLIC	ATIONS)		3
LETTER RESPONSE			1
OUT OF COUNTY / OUT OF STATE I	NQUIRIES		8
VOTER LIST/STATS			1
OTHER – RANGES FROM VOTERS VOTERS, DROPPING OFF THEIR AE GENERAL QUESTIONS			56
	т	OTAL:	358
List Maintenance Update			
76 Felon Challenge Letters mailed 86- NGE 74 – Voter request 3 – REIF – Reporting Elections System	Not verified	oved Out	of State
Then - Reporting Elections System	5155001000		

SUPPLIES & LOGISTICS			
DATE OF REPORT 05.01.2024			
PREPARATION FOR ELECTION / WORK SUMMARY: Mr. Corey Henson			
For the month of April 2024, the Supply a			
completed the following:			
	bly boxes for all the May 21, 2024, General recincts.		
 Prepared all the signs and other su May 21, 2024, General Primary Ele 	pplies for the Advance Voting locations for the ection.		
 Delivered all the Advance Voting S Voting location for the May 21, 202 	upplies and Equipment to every Advance 4, General Primary Election.		
	ith setup for Advance Voting Precincts during		
	oort to all the Advance Voting polling locations ssistance as requested by the Advance Voting		
Provided absentee ballot drop box	support by picking up any absentee ballots droboxes and transferring them to the Absentee 2024, General Primary Election.		
 Completed preparation of all the El General Primary Election. 	ection Day supply boxes for the May 21, 2024,		
ready for Sunday Poll Manager Pic	tion Day supply bags and signs so they will be kup for the May 21, 2024, General Primary		
 Election. Completed preparations and conformations for Election Day equipment deliveries for the May 21, 2024, General Primary Election. 			
SUPPLY & INVENTORY STATISTICS Election Day Supply Boxes 177 Boxes			
Advance Voting Supply Boxes 72 Boxes			
Advance Voting Polling Locations Delivered 36 locations			
Advance Voting Support Provided 2 days			

VOTER EDUCATION

DATE OF REPORT: April 30, 2024 **PREPARATION FOR ELECTION / WORK SUMMARY:**

In April, the Voter Education and Outreach team focused on high schools and colleges within the county to ensure students had voter education opportunities prior to graduation. The VEO team continued collaborating with the Fulton County Libraries and the High Museum of Art to promote the upcoming Primary election. The VEO manager continues to conduct deputy registrar training for citizens who want to host voter registration drives. The VEO team will continue outreach to senior centers to ensure they know how to vote and provide identification card services if needed.

The Voter Education and Outreach Manager communicated to the Fulton County Delegation members and the Mayor, City Council, and City clerks across all cities with updated election collateral in preparation for the May 21st election. The manager is also obtaining a list of the Fulton County and APS principals so that she can send the election collateral to them.

The VEO Manager continues to meet with the external affairs team to discuss collateral for the 2024 election cycle and continues to work to coordinate any request for interviews. The VEO manager is also discussing different avenues to promote the upcoming election and has started creating PSAs that will be posted on the county's social media channels for promotion.

The VEO manager attended The National Association of Election Officials special workshop in Portland, OR, and participated in CERA Class 4, continuing to work on certification. The VEO manager will begin planning the upcoming civic holidays to ensure they are promoted and the public is aware.

The VEO team will continue to contact schools, communities, non-profit organizations, and government officials regarding scheduling future events. We are developing ongoing outreach opportunities with various groups to strengthen our impact on the community.

VOTER EDUCATION ACTIVITIES				
Activity	Total for the Month	Year Total		
Deputy Registrar Training	57	Total active = 600		
Voter Registration	315	777		
Poll Worker Recruitment	0	198		
Voter Identification Cards	1	24		
Outreach Events	56	235		
Absentee Application	39	470		
Deputy Registrar Events	6	43		
Connections for VEO.	200	715		

	nteractions	3	3500	12,510
Media Inquiries 1		10	35	
			April Events	
Date	Type of Event		Location	
4/2/2024	Deputy Registrar Training		virtual contact v	eo@fultoncountyga.gov
4/3/2024	Voter Education and		Kirkwood Branc	ch Library (11 Kirkwood Rd NE,
	Outreach		Atlanta, GA 303	317)
4/3/2024	Voter Registrat	ion Drive	True Light Bapt	ist Church, 47 Anderson Ave. SW
			Atlanta GA 3031	14
4/4/2024	Voter Educatio	n and	Bell Collier Villa	ge (1950 Howell Mill Rd NW, Atlanta,
	Outreach		GA 30318)	
4/5/2024	4 Voter Education and		High Museum of	f Art 1280 Peachtree St. NE Atlanta, GA
Outreach		30309		
4/6/2024	Mobile Outreach		Buggy Works 15	i13 Cleveland Ave, East Point, GA 30344
4/6/2024	Voter Education and		The Mall West E	End, 850 Oak St SW, Atlanta, GA 30310
Outreach				
4/7/2024 Voter Registration Drive		Zion Hill Baptist	t Church, 6175 Campbellton Road,	
		Atlanta, GA 30331		31
4/9/2024	Voter Education and		Mays High Scho	ol, 3450 Benjamin E Mays Dr. SW,
Outreach		Atlanta, GA 303	31	
4/10/2024	Voter Education and		Mays High Scho	ol, 3450 Benjamin E Mays Dr. SW,
	Outreach		Atlanta, GA 303	31
4/12/2024	24 Voter Education and		Auburn Neighbo	orhood Senior Center, 300 Edgewood
	Outreach		Ave, Se Atlanta, GA 30312,	
4/12/2024	Voter Educatio	n and	Spaces - Atlanta	- The Battery (800 Battery Avenue
	Outreach		Southeast, The B	Battery, Suite 100, Atlanta, GA 30339,
		United States)		

4/12/2024	Voter Education and	Old Turner Field - Grey Lot, 150 Ralph David
	Outreach	Abernathy Blvd, Atlanta, GA 30312
4/13/2024	Mobile Outreach	I-village At Mlk (2491 Ml King Jr Dr. SW, Atlanta, GA
		30311)
4/13/2024	Mobile Outreach	Welcome All Park 4255 Will Lee Rd. South Fulton, GA
		30349
4/13/2024	Voter Education and	15660 Freemanville Rd (15660 Freemanville Rd, Milton,
	Outreach	Georgia 30004)
4/13/2024	Voter Education and	Old Turner Field - Grey Lot 150 Ralph David Abernathy
	Outreach	Blvd, Atlanta, GA 30312
4/14/2024	Voter Education and	Old Turner Field - Grey Lot 150 Ralph David Abernathy
	Outreach	Blvd, Atlanta, GA 30312
4/14/2024	Deputy Registrar Training	Guilford Forest Clubhouse 4770 Guilford Forest Drive
		SW Atlanta, GA 30331
4/14/2024	Voter Registration Drive	Zion Hill Baptist Church,
		6175 Campbellton Road, Atlanta, GA 30331
4/15/2024	Voter Education and	Student Center,
	Outreach	223 James P Brawley Dr SW, Atlanta, GA 30314
4/15/2024	Voter Education and	The Sun Porch at Mount Vernon Towers, 300 Johnson
	Outreach	Ferry Road, NE, Sandy Springs 30328
4/15/2024	Voter Education and	Barge Road (2440 Barge Rd SW, Atlanta, GA 30331)
	Outreach	
4/15/2024	Deputy Registrar Training	virtual contact veo@fultoncountyga.gov
4/16/2024	Mobile Outreach	Enon Baptist Church (3550 Enon Rd, Atlanta, GA
		30349)
4/17/2024	Mobile Outreach	Atlanta Technical College Auditorium Bldg. C 2nd Floor
4/17/2024	Voter Education and	High Museum of Art 1280 Peachtree St. NE Atlanta, GA
	Outreach	30309

4/17/2024	Voter Education and	Old Turner Field - Grey Lot 150 Ralph David Abernathy
	Outreach	Blvd
		Atlanta, GA 30312
4/18/2024	Voter Education and	Old Turner Field - Grey Lot 150 Ralph David Abernathy
	Outreach	Blvd, Atlanta, GA 30312
4/18/2024	Voter Registration Drive	Rice Memorial Presbyterian Church (1515 Brewer Blvd
		SW, Atlanta, GA 30310)
4/18/2024	Deputy Registrar Training	virtual contact veo@fultoncountyga.gov
4/19/2024	Voter Education and	Peachtree Senior Tower (2240 Peachtree Rd NW,
	Outreach	Atlanta, GA 30309)
4/19/2024	Voter Education and	Veranda at Auburn Pointe (115 Hilliard St SE, Atlanta,
	Outreach	GA 30312)
4/19/2024	Voter Education and	High Museum of Art 1280 Peachtree St. NE Atlanta, GA
	Outreach	30309
4/20/2024	Voter Education and	Old Turner Field - Grey Lot 150 Ralph David Abernathy
	Outreach	Blvd, Atlanta, GA 30312
4/20/2024	Mobile Outreach	First Corinth Baptist Church - Parking Lot 2165 Donald
		Lee Hollowell Pkwy., NW Atlanta, Georgia 30318
4/20/2024	Deputy Registrar Training	Communication Workers Of America Local 3204 (279
		Logan St SE, Atlanta, GA 30312)
4/20/2024	Voter Education and	Old Turner Field - Grey Lot, 150 Ralph David
	Outreach	Abernathy Blvd, Atlanta, GA 30312
4/21/2024	Voter Education and	7580 Springbox Dr., Suite 100, Fairburn, GA 30213
	Outreach	
4/22/2024	Voter Registration Drive	Zion Hill Baptist Church, 6175 Campbellton Road,
		Atlanta, GA 30331
4/23/2024	Deputy Registrar Training	virtual contact veo@fultoncountyga.gov

4/24/2024	Voter Education and	Old Turner Field - Grey Lot, 150 Ralph David
	Outreach	Abernathy Blvd, Atlanta, GA 30312
4/25/2024	Mobile Outreach	Ocee Library 5090 Abbotts Bridge Rd, Johns Creek, GA
		30005
4/25/2024	Mobile Outreach	Kipp Atlanta Collegiate, 98 Anderson Ave NW, Atlanta,
		GA 30314
4/25/2024	Voter Education and	Skyview High School (5134 Old National Hwy., College
	Outreach	Park, GA 30349)
4/25/2024	Voter Education and	Food Truck Alley 2 Park Plaza, Alpharetta, GA 30009
	Outreach	
4/25/2024	Voter Education and	Old Turner Field - Grey Lot, 150 Ralph David
	Outreach	Abernathy Blvd, Atlanta, GA 30312
4/26/2024	Mobile Outreach	Union City Hall 5047 Union Street, Union City, GA
		30291
4/27/2024	Mobile Outreach	Greenbriar Mall 2841 Greenbriar Pkwy SW, Atlanta,
		GA 30331
4/27/2024	Voter Education and	Alpharetta Library 10 Park Plz, Alpharetta, GA 30009 ·
	Outreach	23 mi
4/27/2024	Voter Registration Drive	Zion Hill Baptist Church, 6175 Campbellton Road,
		Atlanta, GA 30331
4/29/2024	Voter Registration Drive	Washington High School, 45 Whitehouse Drive, Atlanta
		GA, 30314
4/29/2024	Mobile Outreach	Tri-Cities High School 2575 Harris St. East Point, GA
		30344
4/29/2024	Voter Education and	Fulton County Library System-Palmetto Branch (9111
	Outreach	Cascade Palmetto Highway, Palmetto, GA 30268)
4/30/2024	Mobile Outreach	Deerfield Village Apartments 13085 Morris Road
		Alpharetta, Georgia 30114

4/30/2024	Voter Registration Drive	Douglass High School, 225 Hamilton E Holmes Dr. NW,
		Atlanta 30318