



INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Nadine Williams, Interim Director, Registration and Elections
 Patrick Eskridge, Deputy Director
 Nadine Williams, Elections Chief
 Shamira Marshall, Registration Manager
 Janice Dickenson, Administrative Manager
 LaShandra Little, Voter Education and Outreach Manager
 Mariska Bodison, Absentee Manager

RE: Monthly Operations Report – JULY 2022

DATE: August 11, 2022

ADMINISTRATION DIVISION

This report provides specific administration and election tasks performed during the month of July 2022. Standard operations and activities from the Administrative Division include personnel, payroll, procurement, contracts, finance, legislation, campaign and financial reports, voter education and outreach, travel and training coordination, support to the Board of R&E and the Registration and Elections Divisions.

Zoom Meetings Attended

- Department Supervisor’s Meeting - Weekly
- County Manager’s Strategy Team - Weekly
- Procurement / Legistar status meetings - Weekly
- Budget Training

Personnel Vacancies

Title	Type Positions	Status of Recruitment
Director	Existing Position	External Recruitment
Registration Manager	Existing Position	Actively Interviewing
VEO Specialist	Existing Position	Classification changes – HR to process
Registration Officer	Existing Position	Preparing for Interviews

Preparation of 2022 Elections

Employees hired as time-limited positions to begin August 3, 2022 to December 31, 2022

- Election System Specialist - 43 employees
- Courier (Logistic Assistant) – 17 employees

2022 Special Municipal Elections

Intergovernmental Agreements for the following municipalities expected to be on the Board of Commission August 3, 2022 meeting. The special elections will be held in conjunction with the General Election on November 8, 2022:

- City of Milton – BRE approved 7/14/2022
- City of Roswell – BRE approved 7/14/2022
- City of Atlanta – BRE approved 7/26/2022
- City of East Point – BRE approved 7/26/2022
- City of Fairburn – BRE approved 7/26/2022

Campaign Contribution Disclosure Report (CCDR) Due

The next campaign contribution disclosure report for all candidates in the General Primary Election was due on Thursday, June 30, 2022, with a grace period deadline on Tuesday, July 8, 2022. Late and non-filers report was submitted to the State Finance Commission.

2022 Elections Budgets

The Financial Systems Manager is managing the 2022 Elections budgets. We worked with the Purchasing Department to complete three new contracts with three personnel agencies, Dover Staffing, Corporate Temps, and Happy Faces, for our supplemental staff assigned to all three divisions.

The Operations Budget is \$4,391,024

The Elections approved Budget is \$33,026,729

- General Primary \$10,475,096
- General Primary Run-off \$9,852,568
- General Election \$12,403,864
 - Total **\$32,731,528**

The additional Elections approved 2022 Budget is for Capital projects

ABSENTEE DIVISION

Department Operations:

- Weekly Meetings within the Department (Division Updates and Budgets)
- Weekly meetings with the County Manager Executive Team
- Weekly Meetings with Mrs. Brittian, Absentee Supervisor
- Weekly Meetings with the Division's personnel
- Discussions with various vendors: HBSolutions
- Discussions with U.S.P.S Liaison

ABSENTEE OPERATIONS

- ✚ Documents submitted to the Clerk of Court
 - Accepted, Rejected, Spoiled, Null, & Undeliverable (ballots and envelopes)
 - Retention completed.
- ✚ Virtual weekly meetings with personnel
- ✚ Task: [July 1- 31, 2022](#)
 - Indexing (Electronic Archiving of Records)
 - Notifying Electors of early absentee request submissions
 - Completing Mail out dates for Rollover listing (Disable and Elderly)
- ✚ Requested portal closure of GARVIS on July 9th
- ✚ Summer Training Session: [July 13, 2022](#)
- ✚ Training Updated Manual: [July 20, 2022](#)
- ✚ Supplemental Personnel onboarding: August 3rd/ 10th

August 22, 2022

O.C.G.A. 21-2- 381(a)(1)(A)

Earliest day to apply for an absentee ballot for the November General Election

RECRUITMENT & TRAINING

- Scheduled and Interviewed for the (1) Absentee Officer Position
 - Follow-up with HR/ Leadership pending
- New Staffing Agency for onboarding of supplemental personnel
 - Requested resumes for pre-screening
- Supplemental Personnel onboarding begins August 10th.

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Hiring and training personnel
- Virtual meeting conducted for election planning, preparation, and processes
- Continue to notify electors of their too early request

- Updated training material
- Group and Individual training and training material provided
- Processing Absentee Applications
- Verifying All Processed Applications
- Identifying UOCAVA (Uniformed Overseas Citizens Absentee Act) Electors
- Registering UOCAVA Electors and Absentee Request mid-August 2022
- Researching Request
 - Contacting voters with Missing/ Mismatch Information
- Processing Incoming Ballots (Credit in ElectioNet for voting)
- Sending Notice of rejection of Applications and Ballots
 - Instructions provided on “How to Cure”

ELECTIONS DIVISION

During the month of July, the focus of the Election Division activities were on the following tasks:

ELECTIONS

We have reached out to all municipalities regarding contest and/or questions to be placed on the November ballot. Ballot information is being forwarded to the CES Ballot Builder as received. To date the following municipalities or entities have submitted contest and/or questions to be placed on the ballot:

- Atlanta
- East Point
- Fairburn
- Fulton County Board of Education
- Georgia Soil & Water Conservation
- Milton
- Roswell
- South Fulton

SUPPLIES & LOGISTICS

- Inventory and preparation of supplies is currently being conducted for the November Election.
- Moving companies are being secured to assist with expediting voting equipment retrieval post-election.
- Polling locations for the November election have been confirmed. One precinct location change will be presented to the BRE on August 11th. A pending change will be presented on September 8th if necessary.
- Absentee Ballot Drop Box placement for the November election have been assessed. Locations will be presented to the BRE for approval at the August 11th BRE meeting.

RECRUITMENT & TRAINING

- Poll Manager feedback roundtables were successfully conducted via zoom.
- The Election Day Poll Worker manual is being updated for print production
- Regional Coordinator positions are fully staffed and poll worker recruitment has commenced.
- The poll worker training schedule has been posted and is live for class registration

ADVANCE VOTING

- Poll Manager and Compliance Officer feedback roundtables were successfully conducted via zoom.
- The Advance Voting Manual and training materials are being updated for print production
- 36 Advance Voting Locations and 5 Outreach locations will be presented to the BRE for approval on 8/11
- The staffing agency and VEO team are actively conducting recruitment fairs

INFORMATION SYSTEMS DIVISION

Key Activities:

Application Solution

Meeting with managers and vendors to discuss issues reported during the May and June elections

- EasyVote: We had a meeting with the Vendor on the application printing issue from the platform. A follow-up meeting will be scheduled, and the outcome will be published in the August report.
- Outlook: The team met with the M365 and the ADteam from the I.T department to draw up an action plan to effectively manage accounts and licenses for temporary workers working the polls during advanced voting.
- Project Manager: Scheduling meetings with managers to assist them with task updates for the November election project.
- webEOC: Improvement in response time and effective data collection ideas is being discussed with the webEOC team.

Voting Equipment

System specialists are working on the post-election procedure on the voting equipment.

- Testing equipment reported issues in the field during the June Runoff election and preparing that equipment to be shipped to the Vendor for repair.
- Removing old election files from the ICX/BMD
- We are conducting asset checks on the voting equipment cabinet and voting equipment.
- We are removing old seals from the BMD, ICP scanner and voting equipment cabinet.

REGISTRATION DIVISION

VOTER REGISTRATION

The total number of voter registration applications we received in 2022 is **91,081**. This number includes voter registration applications received via the Department of Driver Services, the Online Voter Registration portal with the Secretary of State's Office, applications from 3rd party vendors, and applications mailed or dropped off at our office.

As of July 31, 2022, there were **849,191** (**750,362** active and **98,829** inactive) registered voters residing in Fulton County.

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**The Historic Overview of Registration Applications for June/ July are as follows:
(the breakdown covers five years)**

Year	June Voter Registration Applications	July Voter Registration Applications
2018	25,761	28,740
2019	21,165	27,958
2020	28,562	27,260
2021	8,511	8,174
2022	16,594	16,752
Total Applications for 2022		91,081

WORKLOAD STATISTICS FOR: Numbers as August 5, 2022

Voter Registration Applications Needed to be Processed		
Total Applications needed to be processed		7,679
DDS Applications		4,499
Online Applications		384
Paper Applications		2,796

Completed Voter Registration Applications Processed for July		
Total Number of Processed Applications		
Total New Registrations to Fulton County		296
New Registration (1st Time)		269
DDS Applications	1	
Online Applications	8	
Paper Applications	260	
Transferred into Fulton		27
DDS Applications	1	
Online Applications	11	
Paper Applications	15	
Total Number of Changes in Fulton County- SOS Report		16,521
Address Changes Only	9,981	
Name & Address Changes	1,312	
Duplicate (No Changes)	1,505	
Name Changes	2,031	
Duplicate Merges	1,692	
Total Number of Removals in Fulton County		7,116
Felons	-	
Moved out of State	1,236	
Duplication	-	
Error	-	
Hearing	154	
Not Verified Deletion	-	
Requested	3	
Transfers out of county	5,431	
Vital Records	292	
Mental Incompetent	-	

FRONT DESK OPERATIONS

Our front desk personnel handle a lot of operations for the VR division. When a voter comes into the office, they fill out a yellow desk ticket that states their reason for visiting. Below is a breakdown of July ticket requests:

Reason for Visiting Fulton County Voter Registration	Total Number of Yellow Tickets
Certificate of Registration	-
Temporary Voter ID Card - Applications	90
Register to Vote - Walk-ins	38
Precinct Card Requests	36
Voter Status Issues (Cancellation, Inactive, etc.)	11
3 rd Party/Voter Drives	6
Letter Response	9
Out of County / Out of State Inquiries	4
Voter List/Stats	2
Other	30
	TOTAL 226

Other – ranges from voters wanting to challenge other voters, dropping off their absentee ballot/application, or general questions about voter registration.

REGISTRATION REPORTS:**PERSONNEL/STAFFING**

There are 5 Registration Officer vacancies. Recruitment for vacant positions is underway. The Registration Manager position has posted and closed; we will conduct the second round of interviews next week.

TRAININGS/MEETINGS ATTENDED/HELD

- Street Maintenance
- Blue Raster Team Meetings
- Challenge Discussions
- Duplicate Training
- Changes in eNet
- Polling Place Relocation & Cybersecurity
- NCOA Training

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Continue Street Audits/Maintenance of all streets in Fulton County- Currently working with a 3rd party vendor, Blue Raster to identify revisions that need to be made
- Continue List Maintenance Activities
- Continue Review / Update Voter Registration standard operating procedures
- Continue to Perform / Conduct performance counseling sessions
- Respond to State Election Investigations
- Continue Precinct Card Mailings and other Correspondences
- Staff Training – In addition to attending State webinars, the new education initiative has begun

VOTER EDUCATION AND OUTREACH

This report provides specific summary information regarding VEO tasks performed during July 2022. Standard Voter Education and Outreach operations include:

- Educational seminars and lectures.
- Comprehensive demos and training.
- Voter registration activities.
- Assisting in Poll Worker Recruitment
- Deputy Registrar Training

In July, the VEO team was able to do the following:

Activity	Total for the Month	Total for the year
Deputy Registrar Training	20	334
Voter Registration	75	914
Poll Worker Recruitment	121	497
Voter Identification Cards Creation	4	35
Voter Education and Outreach Events	51	238
Absentee Application	n/a	82
Connections for VEO	100	2,136
Event Interactions	2000	7,350
Media Inquiries	0	10

In July, The Voter Education and Outreach Manager focused on updating all VEO education materials in advance of the November election, participating in large municipality and community events across the county to increase awareness, register new voters and recruit poll workers. The VEO team participated in and hosted events across the county and various demographic groups. The VEO manager also began outreach to Mayors and City Clerks to plan poll worker recruitment fairs for the November election and National Poll Worker Recruitment Day on August 16.

The Voter Education and Outreach Coordinators begin outreach to senior centers across the county to plan for absentee applications and TVIC requests once applications are accepted. The VEO team is reaching out to colleges and universities within Fulton County to host voter education events before the October voter registration deadline. Also, the VEO manager worked with the Atlanta Public Schools Administration to conduct Deputy Registrar training for all Social Studies teachers so they can assist in hosting voter registration drives at their high schools.

The VEO team is planning events for the upcoming national election holidays and will continue contacting schools, communities, non-profit organizations, and government officials to schedule future events. The VEO team will continue working with external

affairs to showcase the excellent outreach work across the county. July 2022 Events

Date	Event	Requestor	Location
7/5/2022	Voter Education and Outreach	Here's to Life	1115 Ralph David Abernathy Blvd SW, Atlanta, GA 30310
7/6/2022	Voter Education and Outreach	Alpharetta Library	Alpharetta Branch Library, 10 Park Plaza, Alpharetta, Ga , 30009
7/6/2022	Voter Education and Outreach	City of South Fulton	3300 Roosevelt Hwy, South Fulton 30349
7/7/2022	Voter Education and Outreach Outreach w/ TVIC	Veranda At Collegetown	372 Legacy Dr SW , Atlanta, GA 30310
7/7/2022	Voter Education and Outreach	Camp Truitt Senior Center	4320 Herschel Rd College Park 30337
7/8/2022	Fulton Mobile Bus Outreach	City of South Fulton	6385 Old National Pkwy (Marshall's Parking Lot)
7/8/2022	Voter Education and Outreach	City of South Fulton	Burdette Park, 2945 Burdett Rd, South Fulton, GA 30349
7/9/2022	Voter Education and Outreach	City of South Fulton District 4	Cliftdale United Methodist Church-4095 Stonewall Tell Rd. South Fulton, GA 30349
7/9/2022	Fulton Mobile Bus Outreach	Atlanta Technical College	Atlanta Tech 1560 Metropolitan Parkway, SW Atlanta Auditorium
7/9/2022	Voter Education and Outreach	Union City	The Gathering Place Community Center, 6280 Bryant St, Union City, GA 30291
7/9/2022	Fulton Mobile Bus Outreach	City of East Point	3009 Randall Street, East Point, GA 30344
7/10/2022	Voter Registration Drive	Deputy Registrar	Greater Victory Christian Center, 7340 Old National Highway, South Fulton, GA 20249

7/11/2022	Voter Education and Outreach	Commissioner Arrington, District 5 Virtual Town Hall Meeting	District 5 Virtual Town Hall Meeting
7/12/2022	Fulton County Mobile Bus Voter Education	Adams Park Library	Adams Park Library, 2231 Campbellton Rd SW, Atlanta, GA 30311
7/12/2022	Voter Education and Outreach	Commissioner Arrington, District 5 Town Hall Meeting	H.J.C. Bowden Senior Multipurpose Facility, 2885 Church St, East Point, GA 30344
7/13/2022	Fulton Mobile Bus Outreach	Asbury Harris Epworth Towers	3033 Continental Colony Pkwy SW, Atlanta, GA 30331
7/13/2022	Voter Education and Outreach	Oak Street Health Resource Fair	1281 Caroline St NE, Atlanta, GA 30307
7/14/2022	Fulton Mobile Bus Outreach	Baptist Gardens	1901 Myrtle Dr, SW, Atlanta, GA 30311
7/14/2022	Voter Education and Outreach	Atlanta Technical College	1560 Metropolitan Parkway, SW Atlanta, Georgia 30310
7/15/2022	Fulton County Mobile Bus Voter Education	City of South Fulton, Councilmember Jacey Sebastian	The Village Shops at Cedar Grove 6500 Lynmark Way South Fulton, GA
7/15/2022	Voter Education and Outreach	City of Hapeville	Movie Under the Stars Jess Lucas Park 680 S Central Ave, Hapeville, GA 30354
7/16/2022	Voter Education and Outreach	City of Hapeville	Downtown Loive- Jazz and Seafood, Jess Lucas Park 680 S Central Ave, Hapeville, GA 30354
7/16/2022	Voter Registration Drive	Fulton County Deputy Registrar	Providence Baptist Church, 1773 Hawthorne Ave., College Park, GA 30337
7/16/2022	Mobile Bus Voter Education	Union City	The Gathering Place Community Center, 6280 Bryant St, Union City, GA 30291

7/16/2022	Fulton Mobile Education	Commissioner Natalie Hall	The Cascade Heights Indie Market, 2343 Cascade Road Southwest, Atlanta, GA 30311
7/16/2022	Voter Education and Outreach	Jacobs Healing Hand	50 Yard Line Sports Bar-Grill 7490 Old National Hwy Riverdale, Ga 30296
7/17/2022	Voter Education and Outreach	Commissioner Natalie Hall	The Prime Theory Wellness Center, 2312 Benjamin E. Mays Dr. Southwest, Atlanta, GA 30311
7/18/2022	Voter Education and Outreach	New Transition to Success	525 College St. Atlanta, GA 30354
7/19/2022	Voter Education w/ TVIC	Baptist Towers	1881 Myrtle Dr. SW, Atlanta, GA 30311
7/19/2022	Voter Education and Outreach	Crab Apple Senior Center	12624 Broadwell Rd, Alpharetta, GA 30004
7/20/2022	Fulton Mobile Bus Outreach	HJC Bowden Center	H.J.C. Bowden Senior Multipurpose Facility, 2885 Church St, East Point, GA 30344
7/21/2022	Voter Education and Outreach	Roswell Neighborhood Senior Center	1250 Warsaw Road Roswell, GA 30076
7/22/2022	Voter Education and Outreach	The Commission on Disability Affairs (CODA)	Virtual email veo@fultoncountyga.gov for link
7/21/2022	Voter Education and Outreach/ Poll Worker Recruitment	St. Paul's Episcopal Church	Virtual email veo@fultoncountyga.gov for link
7/22/2022	Voter Education and Outreach	Jacobs Healing Hands	Silvertree Seniors of Atlanta 359 W Lake Ave Atlanta, GA 30318
7/22/2022	Voter Education and Outreach	HJC Bowden Center	H.J.C. Bowden Senior Multipurpose Facility, 2885 Church St, East Point, GA 30344

7/22/2022	Mobile Bus Voter Education	City of South Fulton	Burdette Park, 2945 Burdett Rd, South Fulton, GA 30349
7/23/2022	Voter Registration Drive	Promise Center South	Promise Center South, 836 Metropolitan Pwky, Atlanta, GA 30310
7/27/2022	Deputy Registrar Training	Voter Education and Outreach	Virtual email veo@fultoncountyga.gov for link
7/27/2022	Mobile Bus Voter Education	City of East Point/ Senior Coalition Caucus Wind Down Wednesday	The Commons East Point, 2757 East Point Street, East Point, Georgia 30344
7/28/2022	Voter Education and Outreach	Deputy Registrar	Virtual email veo@fultoncountyga.gov for the link
7/28/2022	Voter Education and Outreach	CRABAPPLE SENIOR CENTER	1264 Broadwell Rd. Alpharetta, GA 30004
7/29/2022	Mobile Bus Voter Education	City Of College Park	1503 Temple Avenue, College Park, GA, 30337
7/30/2022	Mobile Bus Voter Education	Fulton County Schools	Ronald E. McNair Middle School 2800 Burdett Rd Atlanta GA, 30349
7/30/2022	Voter Education and Outreach	Bethany Baptist Church	1109 McDaniel St SW, Atlanta, GA 30310

7/30/2022	Mobile Bus Voter Education	City of South Fulton	Sandtown Park, 5370 Campbellton Road SW 30331
7/30/2022	Voter Education and Outreach	Ben Hill United Methodist Church	Ben Hill United Methodist Church 2099 Fairburn Rd SW, Atlanta, GA 30331
7/30/2022	Voter Registration Drive	Deputy Registrar	Fairburn Town Homes, 400 Fairburn Road, SW Atlanta GA, 30331
7/30/2022	Voter Registration Drive	Deputy Registrar	Georgia World Congress Center, 285 Andrew Young International Blvd, Atlanta, GA 30313
7/30/2022	Voter Registration Drive	Deputy Registrar	4900 Delano Road, South Fulton, GA 30349
7/31/2022	Fulton Mobile Bus Outreach	The Confess Project	320 Sunset Avenue, Atlanta, GA 30314