



## BOARD OF REGISTRATION AND ELECTIONS APPROVED MINUTES

### REGULAR MEETING – OCTOBER 12, 2023

The Fulton County Board of Registration and Elections met in Regular Session on Thursday, October 12, 2023, at 10:00 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** Mrs. Patrise Perkins-Hooker, Chairperson  
Mr. William Michael Heekin, Vice Chair  
Mr. Aaron Johnson  
Mrs. Teresa Crawford

**Absent Board Members**  
*Vacant Seat 8.2023*

**Staff Attending:** Mrs. Nadine E. Williams, Director; Mr. Patrick Eskridge, Deputy Director; Mr. John Ross, Election Chief; Mrs. Sharon Benjamin, Deputy Election Chief; Mrs. Kathryn Glenn, Registration Manager; Mrs. Jodi Brittan, Absentee Manager; 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; Mr. David Lowman, Supervising County Counsel; Mr. Chad Alexis, Senior County Counsel; Mr. James Reese, Production/ Film Manager; Ms. Regina Waller, Communications Division Manager; Mr. Darryl Peek, Mr. Tyree Spencer, Mr. James Artis,

**Guest:** Earl Ferguson, Venita Epps, Helen McLaughin (ACLU), Annetta Fisher, Yvonne Pharm (ACLU), Maey Lee

#### **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

**Chair Perkins-Hooker** 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 4-0.

## #2-COMMUNICATIONS AND PUBLIC RESPONSE

**Earl Ferguson** expressed his opinion on the Voter registration statistics and comparing to the most recent U.S. Census. He was outlining his views on list maintenance of the department.

## OLD BUSINESS

## #3– APPROVAL OF MINUTES

- Regular Meeting – **August 10, 2023**
- Regular Meeting –**September 14, 2023**

**Chair Perkins-Hooker** entertained a motion to approve the proposed minutes of August 10, 2023 and September 14, 2023. The motion was made by **Mr. Johnson** and was seconded by **Mrs. Crawford** and carried by a unanimous vote of 4-0.

## #4– MONTHLY OPERATIONS REPORT FOR SEPTEMBER 2023

**Director Williams** greeted the Board members. She provided a brief overview of current operations:

- Preparation for the Municipal Election and early Voting starting on Monday, October 16<sup>th</sup>.
- Continued preparation for the 2024 Elections
- Mailing of Precinct cards to all voters impacted by a change or merger of precincts
- Precinct cards mailed to the City of Milton’s voter (re-mailed to provide clarity)

**Deputy Eskridge** reported on the activities in **DRE** (Administration Division):

### Internal Operations:

- Continuing Development of departmental (COOP)
- Met with the County Manager and the Executive team weekly to discuss of the Proposed **2024** Budget
- Vendor touchpoint for the Absentee By Mail Equipment installation
- Participated in the Fulton County Citizen’s University (Led by External Affairs)
- Scheduling & Planning for 2024 Security Coverage
- Hosted the in-person GAVREO Region 3 Meeting

**Mrs. Crawford** inquired about GAVREO Region 3 Meetings

**Deputy Eskridge** explained that there are various election officials in adjacent counties that meet periodically to discuss best practices, upcoming elections, and SOS training.

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

- Weekly Meetings with the Division’s personnel
- Weekly Meetings with Former Absentee Manager (Mariska Bodison)
- Developing Tomorrows Leaders Today

**GARViS**

- REIF Submission (Document scanning & Overseas zip codes)
- Updates 9/28
- **Trainings:** Two Part Absentee Training conducted by SOS
- Vendors engaged during September 2023
  - Tattnall Ballot Solution, Quadient, HB Solutions and Pitney Bowes

<b>FIRST DAY TO MAIL ABSENTEE BALLOTS FOR MUNICIPAL GENERAL ELECTION</b>	
The board of registrars shall mail or issue official absentee ballots 22 days prior to any municipal general election. O.C.G.A. § 21-2-384(a)	<b>October 16, 2023</b>
<b>ADVANCED IN PERSON (EARLY) VOTING BEGINS FOR THE NOVEMBER 7, 2023 GENERAL MUNICIPAL ELECTION</b> O.C.G.A. § 21-2-385(d)(1)	<b>October 16, 2023</b>
Last day to request an Absentee ballot O.C.G.A. § 21-2-381	<b>October 27, 2023</b>
<b>ABSENTEE BY MAIL STATISTICS: 342</b>	
Applications Accepted	23 UOCAVA (overseas/uniformed services) <u>20</u> Provisional <b>277</b>
Applications Rejected	37 <b>Received too early</b> <u>28</u> <b>Alpharetta (No election)</b> <b>65</b>

**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:	POSITION TYPE	STATUS OF RECRUITMENT
Registration Officer	Existing Position	Requisition submitted to recruit for position.

Registration Chief	Existing Position	Requisition processed and awaiting register from HR to prepare to interview candidates.
Absentee Supervisor	Existing Position	Requisition submitted to recruit for position. Job Announcement posted.
Courier (Time limited position)	Existing Position	These are temporary positions to end December 31, 2023. Interviews conducted. Onboarded 8 candidates – September 27, 2023. The remaining expected to onboard – October 11, 2023.

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

We are currently conducting Advance Voting training classes for the Municipal General and Special Election, and it is going great. The curriculum for the training is structured with extensive hands-on experience.

Continue Goals:

- Review and revise our existing training curriculum.
- Develop and produce an updated training manual and related classroom materials.
- Introduction of Part-Time shift staffing options.
- Perform a comprehensive review of our advance voting process.

Attended:

Region 3 Meeting

2024 Budget preparation

- Secretary of State WebEx Election Trainings

Election Date:	<b>Municipal Election November 7, 2023</b>		
Runoff Date:	Municipal Runoff Election December 5, 2023		
Advance Voting Locations:	We now have 13 AV locations with College Park pending approval for the Municipal General Special Election. College Park staff have been recruited		
<b>POSITION NEEDED</b>	<b>QUANTITY</b>	<b># RECRUITING IN PROCESS</b>	<b># TRAINED TO DATE</b>
AV Managers	14	14	14
AV Assistant Managers	28	28	28
AV Clerks	56	56	56

**Chair Perkins-Hooker** inquired about floaters and what we are doing for backups.

**Mrs. Benjamin** answered that there are 49 reserves.

**Chief Ross** reported on the activities in the Election Division:

In September the Election division maintained continuous communication with our Secretary of State (SOS) Elections Coordinator and All Municipalities participating in the county's upcoming November 7, 2023 election.

Summary of our key activities:

- Provide a detailed List of Qualified Candidates to SOS.
- Received our November 2023 Ballot Proof Package.
- Conducted Ballot Proofing for all 24 Ballot Card styles.
- Provide Ballot Proofs to Municipalities.
- Received Verified Ballot Proofs from Municipalities
- Sign-off on Ballot Proofing with the SOS

Election Date:	Municipal Election November 7, 2023
Runoff Date:	Municipal Runoff Election December 5, 2023
Verified Ballot Proofs from Municipalities	Atlanta, Chattahoochee Hills, College Park, East Point, Hapeville, Fairburn, Johns Creek, Mountain Park, Roswell, South Fulton, Union City
Municipalities Not Included:	Alpharetta – election cancelled Milton – to conduct their own election Palmetto – to conduct their own election Sandy Springs – no election scheduled

**Mr. Johnson** asked about the deadline for Poll worker trainings.

**Chief Ross** answered the deadline is October 28, 2023.

**Chief Ross** reported on the planning activities for Election Day (Elections Division):

<b>PREPARATION FOR ELECTION / WORK SUMMARY:</b>			
Recruited all Poll Workers for the November 7, 2023 Election			
Election Date:	Municipal Election November 7, 2023		
Runoff Date:	Municipal Runoff Election December 5, 2023		
POSITION NEEDED	QUANTITY	# RECRUITED TO DATE	# TRAINED TO DATE
Poll Manager	146	146	77
Assistant Manager	292	292	179
Clerks	1090	1090	785
Technician	146 (inclusive)	146	60

**Chair Perkins-Hooker** asked did the DRE use some of the Poll workers from Alpharetta and any other city not involved in this election.

**Director Williams** responded the DRE has surplus of poll workers but we did use some of the poll workers that was displaced due to precinct mergers.

**Mrs. Barganier** reported on the Department’s Finances:

- Worked diligently on the draft of the 2024 Elections and operating budgets.

- 2024 Elections and Operations budgets were submitted to the Finance department on August 31, 2023.
- Met with the Fulton Executive in September to discuss the 2024 budgets
- Capital asset budget for 2024 was submitted into the Fulton County capital budget portal on June 30, 2023. We requested vehicles for the 2024 elections that would help us to reduce our transportation costs over the long term as purchasing vehicles vs. the rental of vehicles is less costly. Hopefully, the Fulton County budget committee will approve vehicle purchases for the Elections department.
- We are tracking the 2023 budget to actual costs analysis to ensure we adhere to the budget. We are continuing to process vendor invoices for payment. We have received all payments from the municipalities for the upcoming November 2023 election for a total of \$5.47 Million.

<b>2023 Budgets as of 6/30/2023:</b>	
Operations Budget- Approved by BOC	<b>\$4.9 Million</b>
Special Election House District 68 Budget MAY 2023- Approved by BOC	<b>\$639.6 K</b>
Special Election House District 68 Budget for Run-off JUNE 2023 - Approved by BOC	<b>\$309.8 K</b>
General Election Municipal Budget NOV 2023	<b>\$5.47 Million</b>
General Run-off Election Municipal Budget DEC 2023	<b>\$2.45 Million</b>

- On August 2, 2023, the BOC approved contracts for the 2 temp agencies: Abacus and Dover Staffing, for the staffing needed to conduct the November and December 2023 elections. We have onboarded many of the temporary staff to prepare for the upcoming November and December 2023 elections.

Proposed **2024** Elections and Operations budgets:

<b>2024 Budgets as of 8/31/2023:</b>	
Operations Budget	<b>\$5.27 Million</b>
Presidential Preference Primary (PPP) MARCH 12, 2024	<b>\$9.7 Million</b>
Presidential Primary MAY 21, 2024	<b>\$8.9 Million</b>
Presidential Primary Run-off JUNE 18, 2024	<b>\$5.1 Million</b>
Presidential General Election NOV 5, 2024	<b>\$12.9 Million</b>
Presidential General Run-off Election DEC 3, 2024	<b>\$5.9 Million</b>

**Mr. Gilstrap** reported on the activities in the Information Systems (Elections Division):  
**November 7<sup>th</sup> General Municipal Election:**

The Information Systems staff begin preparation for the November 7<sup>th</sup> General Municipal Election. The main items completed for September are listed below:

- **Training** – Completed preparation of all voting equipment that is being used in Advance

- Voting Training and Election Day Poll Worker Training.
- **Logic & Accuracy Testing** – Performed Logic & Accuracy Testing and programmed all equipment to be used for Advance Voting. Logic & Accuracy testing on voting equipment for Election Day Sites will continue throughout the month October until its completion date of November 2<sup>nd</sup>.
- **Technical Support** – The Information Systems staff will provide technical support for Advance Voting which starts on October 16<sup>th</sup> and ends on November 3<sup>rd</sup>.

**Chair Perkins-Hooker** asked about the technical support and using Dominion for these services.

**Director Williams** explained that there were budget constraints within the approved budget. She explained the technicians will be rovers in the area that they are assigned.

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

- Creating and confirming the Advance Voting Delivery schedule
- Creating and confirming the Election Day Delivery Schedule
- Ordering Supplies need for the upcoming election
- Onboarding temporary staff for the November 7, 2023, Election
- Preparing Supply boxes for Advance Voting for November 7, 2023
- Preparing Supply boxes for Election Day for November 7, 2023
- Performing polling site visits to confirm everything is ready for the upcoming Municipal election
- Delivered Training supplies and equipment to the training sites for the November 7, 2023, election

The division also continued preparation for the 2024 Election cycle by working on the following items:

- Sending out Election Day polling site reservation forms for Election Day 2024
- Confirming Advance Voting polling site locations for Advance Voting 2024.
- Updating polling contact information as reservation forms are returned.

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

- Focused on civic engagement holidays and outreach to senior centers, colleges, universities, and municipalities.
- Partnership with all Fulton County Libraries to conduct voter education and outreach.
- The holidays for September include Disability Voter Rights Week and National Voter Registration Day.
- Successfully planned 12+ events for these civic holidays and registered over 200 citizens.
- Focused on the partnership with Atlanta Public Schools to host events in each school
- Conducted Deputy Registrar Training for all new staff members and offering training to the public.

- Conducted the elections overview for the Fulton County Citizens University and assisted in updating election information
- Planning for National Voter Education Week, National Vote Early Day, and Election Hero Day, the civic holidays in October and November
- Outreach to ensure we have met our goal of hosting events at all the college campuses before the VR deadlines
- Attended a CERA certification class through the election center to continue the requirements for certification.
- September Events: **70**

**Mrs. Crawford** commended the VEO team for the great work that they do to service the citizens of Fulton County.

**Mr. Johnson, Vice Chair Heekin and Madam Chair** all commended the VEO team.

**Chair Perkins-Hooker** suggested that the VEO extend their outreach by using a geographical vicinity approach to leverage the mobile unit to serve more citizens when they are in their area.

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

The primary activities the VR staff worked on in September:

- Researching street issues
- Preparing for municipal street audits, redistricting, identifying, and merging duplicate records
- processing Felon records
- Auditing the voter rolls for invalid or business addresses

<b>REGISTRATION STATISTICS:</b>		
September 1, 2023	thru	September 30, 2023
VOTER REGISTRATION APPLICATIONS RECEIVED		3,351
ACTIVE VOTERS		757,220
INACTIVE VOTERS		108,623
TOTAL OF REGISTERED VOTERS		865,843
APPLICATIONS TO BE PROCESSED		1,888
NEW REGISTRATIONS TO FULTON COUNTY		5,012
TRANSFERS TO FULTON COUNTY		5,797
TRANSFERS FROM FULTON COUNTY		451
REMOVALS FROM FULTON COUNTY		1,327
<b>List Maintenance Update</b>		
Felon challenge letters mailed – <b>3,319</b> – 1 Hearing requested and cancelled - paperwork provided to restore rights in lieu of hearing.		

**Chair Perkins- Hooker** based upon the statement made by Mr. Ferguson, she inquired about the U.S. Census of voting age adults versus the number of registered voters statistics.

**Mrs. Glenn** responded that the U.S. Census does not capture all citizens in the county, and that this difference possibly explains the difference.

**Chair Perkins- Hooker** explained that the U.S. Census does not capture all citizens in the State of Georgia.

#### **#5– RESIDENCY- CHALLENGE HEARING**

- Challenger: Thriptee Bhaskar

**Mrs. Glenn** provided background on this residency challenge. The challenger listed claims Mr. Hunter does not reside at her home and would like him removed from being registered at her home address.

**Chair Perkins- Hooker** asked for the recommendation from **Mrs. Glenn**.

**Mrs. Glenn** recommended that Mr. Hunter be placed in Challenge status until he can provide an alternate address.

**Chair Perkins-Hooker** conferred with legal and the BRE members on which action to take.

**Attorney Lowman** confirmed that the BRE can remove Mr. Hunter and either party can appeal the decision.

**Chair Perkins-Hooker** entertained a motion to sustain the challenge and removed the voter from the rolls. The motion was made by **Mrs. Crawford** and was seconded by **Vice Chair Heekin** and carried by a unanimous vote of 4-0.

### **NEW BUSINESS**

#### **#6- APPROVAL TO PERMIT THE DIRECTOR TO TAKE ACTION ON BEHALF OF THE BRE WITH THE MEMBERS OF GAVREO DISTRICT 3**

**Chair Perkins-Hooker** provided an overview to the BRE on Georgia Voter Registration and Elections Officials (GAVREO) District 3. The request is to delegate authority to Executive Director Williams to act on behalf of the BRE in matters concerning GAVREO District 3.

**Chair Perkins-Hooker** entertained a motion to approve permitting the Executive Director to take action on behalf of the BRE regarding GAVREO matters. The motion was made

by **Mrs. Crawford** and was seconded by **Vice Chair Heekin** and carried by a unanimous vote of 4-0.

## **#7- APPROVAL OF ADVANCE VOTING LOCATION**

➤ College Park Library

**Director Williams** explained that this is an addition to the Advance Voting locations. The City of College Park paid to have an additional location open on October 16, 2023.

**Chair Perkins-Hooker** inquired about the cost.

**Mrs. Barganier** answered approximately 48K.

**Chair Perkins-Hooker** entertained a motion to approve the additional Advance Voting location in College Park. The motion was made by **Mr. Johnson** and was seconded by **Mrs. Crawford** and carried by a unanimous vote of 4-0.

## **#8- DISCUSSION OF MEETING TIME FOR THE BRE MEETINGS**

**Chair Perkins-Hooker** provided an overview of the reason for altering the meeting time and because there is no statute of limitations that prohibits this change from occurring.

**Mr. Johnson** requested consideration of alternating the BRE meeting locations.

**Director Williams** disagreed with the alternate locations on Election Night due to sequestration during tabulation.

**Chair Perkins-Hooker** suggested the Executive Director conduct a survey of IT, FGTV, and all other parties to check logistically if using alternate locations will work.

**Chair Perkins-Hooker** entertained a motion to change the BRE meeting time from 10:00am to 11:00am for all future meetings. The motion was made by **Vice Chair Heekin** and was seconded by **Mrs. Crawford** and carried by a unanimous vote of 4-0.

### **EXECUTIVE SESSION**

**Chair Perkins-Hooker** entertained a motion to close the regular session and convene into executive session to discuss litigation matters. The motion was made by **Mr. Johnson**, seconded by **Mrs. Crawford**, and carried by a unanimous vote of 4-0.

After executive session, **Chair Perkins-Hooker** entertained a motion to reconvene from executive session. The motion was made by **Vice Chair Heekin**, seconded by **Mr. Johnson**, and carried by a unanimous vote of 4-0.

<b>ADJOURNMENT</b>
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**Chair Perkins-Hooker** 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 11:32 a.m.

The meeting adjourned.

Prepared by:

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**Mariska Bodison**, Board Secretary