



INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Richard L. Barron, Director, Registration and Elections
Dwight Brower, Interim Elections Chief
Ralph Jones, Registration Chief
Brenda McCloud, Administrative Manager

RE: **Monthly Operations Report – October 2020**

DATE: November 7, 2020

ELECTIONS DIVISION

During the month of October, the focus of our efforts were on the following tasks:

- Preparation for and conduct of early in-person voting for 2020 General and Special Election.
- Recruitment and personnel poll staffing for the November 3, 2020 General and Special Election
- Training of the Early Voting, Election Day and Poll Technician Staff for the 2020 General and Special Election
- Conducting of Logic & Accuracy Testing for the 2020 General and Special Election
- Packaging and Delivery of Election Day Supplies and Equipment
- Resource planning for December 1, 2020 Special runoff elections

November 3rd General and Special Election Absentee In-Person Voting

The November 3, 2020 General and Special Election absentee in-person component of balloting was conducted during this reporting period. There were thirty (30) static advance voting polls operated each day of early voting and seven (7) outreach polling venues that were operated 2-3 days in duration. The mobile voting units were also deployed to operate at several location and to support two (2) early voting polling facilities that were unable to process voters due to prolonged power outages resulting from the recent storm. More than 315K absentee in-person ballots were cast during this early voting period.

Preparation for the December 1, 2020 Special Runoff Elections

The election database for the December 1, 2020 5th Congressional Runoff Election was received for data structure content, ballot proofing and confirmation of participating precincts assigned ballot combinations. The database file was determined to be accurate, was approved and coordination made with Fulton County's ballot provider to print and ship emergency and provisional ballots for the upcoming runoff election. There are 195 card styles currently involved in this election. It is important to note thought that no participating candidate in the most recent 39th State Senate Special Election Democratic Primary race on the November 3, 2020 General acquired 50% +1 of the votes cast. Therefore, it is highly probable this 39th State Senate District 39 runoff race will be held during the December 1, 2020 Special Runoff Election resulting in our conducting two (2) separate elections (often in the same polling room on separate voting equipment) simultaneously. Many of the precincts that are in compose the 5th Congressional District are also 39th State Senate District precincts.

Poll Worker and Poll Technician Training November 3rd General and Special Election

Poll worker and poll technician training was conducted for more than 3,000 poll workers and technicians assigned to the 30 plus early voting locations and outreach sights as well as for the poll workers and poll technicians assigned to the 255 Election Day polling locations.

Warehouse Annex:

The Department of Real Estate and Asset Management (DREAM) was able to negotiate and acquire an auxiliary warehouse facility to accommodate the department's robust inventory of carriers, ballot scanners and other voting related equipment. This auxiliary location is much more practical, convenient, and accessible than the former building 4700 Alpharetta, Georgia location. The warehouse staff is gradually migrating equipment recovered from the General Election into this newly acquired space.

Poll Managers Supply Pick-up and Check-in:

We are diligently working with county staff to create an automated program that provides realtime visibility of when poll managers pick up and election supplies on the Sunday prior to the election and when they check-in on election night at their assigned check-in facility. Current plans are to assign check-in facilities for polling sites based not on the poll manager's preference, but based on the nearest check-in site to the zip code of an election night check-in facility.

Bandwidth Challenges Elections Preparation Center

The purchase and installation of the cache box, Meraki devices coupled with the switch upgrade has significantly enhanced the bandwidth at the EPC and appear to have virtually eliminating all bandwidth issues with poll pad processing. Additionally, an investment was made in cradle point routers to pinpoint issues minimize and minimize remediation response times.

Virtual Meetings and Training:

The staff participated in a number of virtual meetings this reporting period that included but not limited to daily Fulton County's Office of Strategic Planning elections planning, preparation and processes. There were also several virtual meeting with poll managers to disseminate information on important reminders on election related matters.

Tasks to Be Performed for Future Reporting Periods

- Conduct of L&A Testing for the December 1, 2020 Special Election
- Preparation for the December 1, 2020 Special Election
- Refinement of the January 2021 Elections Budget
- Poll technician Training for December 1, 2020 Special Election
- Conduct of the Risk Limited Audit
- Planning and Preparation for potential recount
- Preparation for potential 39th State Senate Special Election
- Supply packing and delivery of election equipment in support of the December 1, 2020 Special Election

REGISTRATION DIVISION

This Monthly Report provides a summary of the critical registration activities, workload levels and voter statistics for the Registration Division of the Fulton County Registration & Elections Department for October 2020. The primary activities upon which we worked in October were processing voter registration applications, confirmation notices, researching street issues, municipal voter/street audits as well as voter registration applicant processing problems, preparing notices to voter registration applicants, scanning, indexing registration cards, and training.

VOTER REGISTRATION

The total number of voter registration applications we have received in 2020 is **270,025**. We received **31,798** voter applications in October. We are processing those applications.

As of November 1, 847,994 (808,680 active and 39,314 inactive) registered voters reside in Fulton County.

The Historic Overview of Registration Applications for the Months of September/October are as follows:

Year	September Voter Registration Applications	October Voter Registration Applications
2012	25,191	45,320
2013	10,600	8,079
2014	19,693	18,428
2015	13,139	12,322
2016	37,268	58,727
2017	23,361	24,528
2018	37,803	58,711
2019	45,476	47,097
2020	39,572	31,798
Total Applications for 2020		238,227
Total Applications Processed 2020		201,713
Total New Applications for 2020		97,191

WORKLOAD STATISTICS FOR October:

Voter Registration Applications Needed to be Processed		
Total Applications needed to be processed		42,065
DDS Applications		20,579
Online Applications		13,887
Paper Applications		7,599
Confirmation Letters		0

Completed Voter Registration Applications Processed for September		
Total Number of Processed Applications		45,728
Total New Registrations to Fulton County		23,023
New Registration (1st Time)		15,189
DDS Applications	1,666	
Online Applications	3,793	
Paper Applications	9,730	
Transferred into Fulton		7,834
DDS Applications	1,545	
Online Applications	4,884	
Paper Applications	1,405	
Total Number of Changes to Fulton County		22,705
Address Changes Only	8,926	
Name & Address Changes	4,779	
Duplicate (No Changes)	2,715	
Name Changes	6,285	
Total Number of Removals of Fulton County		9,985
Felons	336	
Moved out of State	0	
Duplication	455	
Error	80	
Hearing	0	
Not Verified Deletion	12	
Requested	36	
Transfers out of county	8,759	
Vital Records	308	
Mental Incompetent	0	
Inactive to Deletion	0	

REGISTRATION REPORTS:

FELON LIST

State law requires counties to review felon reports and to conduct hearings for those voters with matching data that raises questions regarding their eligibility to vote in accordance with O.G.C.A 21-2-228. All reports must be processed in accordance with O.C.G.A. 21-2-231.

Number scheduled for November Hearing 0.

We mailed 790 letters to voters who are suspected felons. If they do not respond, they will be removed from the voting rolls.

DEPUTY REGISTRAR ACTIVITIES

The Registration Division completed the following Voter Education Activities for the Month of September:

Deputy Registrars Trained	Deputy Registrar Classes	Deputy Registrar Drives
0	0	2

We issued **82** TVICs. We sold 1 voter list CD's.

PERSONNEL/STAFFING:

We have a total of 15 permanent employees and 3 managers currently. We have hired Sonya Huston to replace the retired Phillip Anderson. Jodi Brittian is back from maternity leave. We had one employee to resigned, Tyrell Golden. We have ten supplemental workers. We hired 32 supplemental workers to staff our new call center.

Secretary of State Report

The State Election Board approved the early scanning of absentee ballot. This will give us an opportunity to scan our ballots two weeks prior to the General Elections.

Absentee by Mail

Runbeck will mail our initial absentee ballots out by November 20th for the General Runoff Election. We have received our more durable printers to take on the task of mailing absentee ballots. The SOS has provided a link to the voter to have their ballot track during the election. The link is <https://georgia.ballottrax.net/voter/>

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Notifications of Hearing for Felons
- Coordinating Deputy Voter Registration Drives as Requested
- Continue List Maintenance Activities
- Continue Review / Update Voter Registration procedures
- Continue Indexing, Scanning Voter Registration Applications
- Continue to Perform / Conduct performance counseling sessions
- Respond to State Election Investigations
- Continue Precinct Card Mailings and other Correspondences
- Staff Training

ADMINISTRATION DIVISION

This report provides specific administration and election tasks performed during the month of October 2020. Standard operations and activities from the Administrative Division include: personnel, payroll, procurement, finance, travel and training coordination and support to the Board of R&E and Registration and Elections Divisions.

2021 Budget Preparation

A virtual budget workshop was conducted by the Finance Department for the 2021 budget, which will be the same as the 2020 operations budget. Funds for a special countywide election will be requested as an enhancement. In addition, four new permanent positions will be added to the department that will bring the total of personnel from 34 to 38 (Deputy R&E Director, Elections Officer, Voter Education and Outreach Coordinator and Elections System Assistant Supervisor).

2020 Elections Budgets

Staff has been working daily on managing and tracking expenditures of the elections' budgets. In collaboration with the Finance Department, the Purchasing Department and the Strategy Executive team on allocating funding from the general fund budget, the capital funds, the CAREs budget, and the two grant funds.

Campaign Contribution Disclosure Report (CCDR) – October 2020

All successful and unsuccessful candidates following the 2020 election year filing schedule are required to file an October 25, 2020 CCDR. The grace period deadline is November 2, 2020. All late and non-filers will be submitted on the November Operations Report.

Voter Education and Outreach (VEO)

Since the COVID-19 shutdown, the VEO team has consistently answered calls and inquiries ranging from demonstration requests to information presentation requests on the absentee ballot process.

VEO Event presentations for the month of October 2020:

Event	Location
Flipper Temple AME Church	In Person & Demo
Ben Hill Methodist Church	In Person & Demo
Tyler Perry Studios	Zoom
Ponce City Market	In Person & Demo
North Springs United Methodist Church	Zoom
1 st Corinth Baptist Church	In Person & Demo
The Lutheran Church of Atonement	Zoom
Cosby Spear High-Rise	Zoom
Friendship Baptist Church	Zoom
East Point Mallalieu United Methodist Church	Zoom
FCC Social Action Ministry	Zoom
South Fulton Human Services Coalition	Zoom
Ebenezer Baptist Church	Zoom
Atlanta-Rome District Lay Council	Zoom

South Metro Democratic Women's Council	Zoom
Operation Person, Wingate Co., City Lights Sr. Ctr	In Person & Demo
High Museum of Art-Brownie Troop # 20029	In Person & Demo
WebEx-Literacy Action	Zoom
Atlanta Habitat for Humanity	Zoom
Mt. Carmel Baptist Church	In Person & Demo
League of Women Voters – Atlanta Fulton	In Person & Demo

The VEO lead is in the process of revamping the learning curriculum and training programs for the VEO team. This will include a website overhaul and several new community-based partnerships that will include several corporate, educational and non-profit sectors.

One of the key areas to focus on will be community engagement from what the community needs to feel confident about election processes going forward.

This program redevelopment will also include input from all of the divisions in the department and other officials/stakeholders. These new elements and improvements of the program will be rolled out following the 2020 election season.