



INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Richard L. Barron, Director, Registration and Elections
Blake Evans, Elections Chief
Ralph Jones, Registration Chief
Brenda McCloud, Administrative Manager

RE: **Monthly Operations Report – July 2019**

DATE: August 2, 2019

ELECTIONS DIVISION

During July, we focused our efforts on a variety of tasks including, but not limited to, the following:

- Ballot proofing for September 2019 elections
- Starting online poll worker training
- Preparing election supplies for upcoming elections
- Working with city clerks to prepare for municipal elections
- Budgeting for upcoming elections
- Early voting planning
- Polling location management

Personnel Staffing:

We currently have fifteen total supplemental staff assisting us with preparing for the September elections. Twelve of those staff members are working at the Election Preparation Center, and the other three are managing poll worker related duties.

Poll Worker Management Update:

We began online training in July. As of August 1st, we have had more than 100 people complete online training. All poll workers will also attend hands-on classes. Chief Managers and Dual Managers will be taught by permanent full-time staff, and all Assistant Managers and Clerks will be taught by trained instructors. In total, we plan to train over 400 poll workers for September elections.

On August 5th, we will host a Train-the-Trainer class at the Election Preparation Center. We will train instructors and class assistants to teach hands-on Assistant Manager and Clerk classes. Our Train-the-Trainer class will cover important topics such as how to operate all election equipment (ExpressPolls and DREs), how to issue provisional ballots, and how to set up accessible polling locations.

Hands-on classes are scheduled to begin on September 17th. We are offering training in three different locations: 1) Elections Preparation Center, 1365 English Street NW, Atlanta; 2) South Fulton Service Center, 5600 Stonewall Tell, College Park; and 3) Tracey Wyatt Recreation Center, 2300 Godby Road, College Park.

Early Voting:

We will have three early voting sites in September for the BOC and APS elections. Training for early voting personnel will begin on August 15th.

For the November elections, we are anticipating that we will have around ten early voting sites located throughout the ten municipalities involved in the elections. Five locations will be in the northern portion of Fulton County, and five locations will be in the southern portion of the county.

Election Preparation:

We have been performing a number of duties to prepare for September elections, including ballot proofing, inventorying and ordering Election Day supplies, preparing Election Day technician routes, meeting with the Information Technology Department, and preparing to train poll workers and early voting personnel.

Public Logic and Accuracy testing for September elections will begin on Thursday, August 15th, at 10:00am and continue until completed. The testing will occur at the Elections Preparation Center located at 1365 English Street NW, Atlanta, GA 30318.

During July, we held two productive meetings with city clerks to prepare for the November municipal elections. One meeting was in Fairburn, and another meeting was in Roswell. During the meetings, we discussed intergovernmental agreements, election budgets, candidate information, and voter education.

Since the last BRE meeting, we decreased the November municipal elections budget. The total budget for November is currently \$1,051,978.00. This amount is based on ten early voting sites.

Election Equipment:

A legal hold remains on 694 DRE voting units from the April 18, 2017 and June 20, 2017 6th Congressional Special Election and Special Election Runoff. No resolution is on the horizon. An immediate concern is where we are going to put the equipment subject to the litigation hold when the equipment for the new voting system arrives.

For the Board of Commissioners District 6 contest, we are planning to deploy about 375 DRE voting units and about 134 ExpressPoll units. For the Atlanta Board of Education District 2 contest, we plan to deploy about 164 DREs and 65 ExpressPolls.

On Monday, July 29th, the Secretary of State announced that Dominion Voting will be the vendor for the new voting system. We expect to learn more information soon.

Polling Place Proposals

We have several polling location proposals for the August BRE meeting. After those proposals are presented, we should be finished with proposals for the year unless the need for unexpected changes arises.

Tasks to Be Performed for Future Reporting Periods:

- Complete early voting training
- Begin early voting for September elections
- Begin hands-on poll worker training for September elections.
- Conduct public logic and accuracy testing
- Research, discuss, and develop ways to improve election night reporting times.
- Review and update, if necessary, election security procedures.

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 July 2019. The primary activities upon which we worked in July 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 2019 is **165,042**. We received **27,958** voter applications in July. We are processing those applications.

As of August 1, 812,118 (717,639 active and 94,479 inactive) registered voters reside in Fulton County.

The Historic Overview of Registration Applications for the Months of June/July are as follows:

Year	June Voter Registration Applications	July Voter Registration Applications
2011	6,848	7,031
2012	13,395	21,077
2013	4,992	6,918
2014	18,951	12,444
2015	7,165	9,465
2016	22,335	26,238
2017	23,937	24,350
2018	25,761	28,740
2019	21,165	27,958
Total Applications for 2019		165,042

WORKLOAD STATISTICS FOR JULY:

Voter Registration Applications Needed to be Processed		
Total Applications needed to be processed		68,236
DDS Applications		41,081
Online Applications		0
Paper Applications		5,300
Confirmation Letters		21,855

Completed Voter Registration Applications Processed for July		
Total Number of Processed Applications		18,468
Total New Registrations to Fulton County		30,158
New Registration (1st Time)		27,453
DDS Applications	2,052	
Online Applications	505	
Paper Applications	656	
System	24,240	
Transferred into Fulton		2,705
DDS Applications	2,002	
Online Applications	248	
Paper Applications	455	
Total Number of Changes to Fulton County		15,255
Address Changes Only	4,002	
Name & Address Changes	1,045	
Duplicate (No Changes)	1,767	
Name Changes	1,204	
Other Changes	7,237	
Total Number of Removals of Fulton County		4,198
Felons	0	
Moved out of State	0	
Duplication	164	
Error	1	
Hearing	0	
Not Verified Deletion	148	
Requested	16	
Transfers out of county	3,453	
Vital Records	416	
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 July Hearing 0.

The Secretary of State just scheduled training on how to process the felons voters on July 31, 2019. We have over 6,500 felons to process.

DEPUTY REGISTRAR ACTIVITIES

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

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

We issued 169 TVICs. We sold 1 voter list CD's.

PERSONNEL/STAFFING:

We have a total of 10 permanent employees and 2 managers currently. We have 6 supplemental workers who started on July 24, 2019. They have gone through a newly revised 3 day training schedule.

GROC CERTIFICATION:

Registration Division has 3 new employees who have completed their GROC Certification process. GROC is Georgia Registrar Official Certification. Employees have to finished 8 online modules and pass each module test with a score of at least 80%. Certification is based on election law, registration basics, administrating oaths, absentee procedures and others. We will celebrate them at the August Board Meeting.

CONFIRMATION PROCESS:

The Secretary of State has printed our confirmation cards and we have mailed them on June 10. This confirmation run is the NCOA (National Change of Address). NCOA is based on a change of address at the Post Office that is different from the voter's residential address. There are two types of NCOA confirmations that are mailed. The first one is the voter made a change of address at the Post Office and that address is out of Fulton County. A confirmation is sent and if the voter doesn't reply within 40 days their status will be updated to Inactive. The second one is the voter made a change of address at the Post Office and the address is within Fulton County. If the voter doesn't respond, the Secretary of State will send the county the non-updated voted, so we can update them to their current address. These voters will not be updated to Inactive status. There were 56,553 confirmations mailed. The out of Fulton was 33,988 and the within Fulton was 23,565. Those who have not responded by July 21 were updated to Inactive Status. These voters are still allowed to vote and if they vote or have contact with our office, their status will be updated to Active Status.

House Bill 316

Our Active voter rolls increased by 24,240 voters. There were 24,240 voters in Pending Status. A Voter is placed into Pending Status if they were new and their information didn't verify from DDS or SSA. House Bill 316 rejects the Pending Status for voters who do not pass the verification from DDS (Department of Drivers Service or SSA (Social Security Administration). The SOS updated the voters from Pending Status to Active Status to reflect the change in the law.

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 July 2019. 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.

Procurement

Processed 2019 annual software and hardware maintenance renewals.

2020 Budget Preparation

Continuing preparation of the 2020 budget to include requests for new personnel, operations and enhancements for all elections next year.

2019 Elections Update

Staff worked with Elections Division staff communicating with city clerks, revising projected costs and other related areas for the November General Municipal Elections.

Voter Education and Outreach

Interviewed for the Voter Education and Outreach team. Two applicants were selected from Happy Faces Personnel Group: Mr. Kelvin Jones and Mr. Jordan Pressley, both have degrees in Marketing, Public Relations and Business Management.