



**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 – August 2019**

**DATE:** September 3, 2019

**ELECTIONS DIVISION**

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

- Conducting early voting for the September elections
- Administering poll worker training
- Conducting Logic and Accuracy testing for September elections
- Preparing election supplies for upcoming elections
- Preparing for municipal elections

**Early Voting**

After receiving voter feedback, our staff worked to identify additional early voting sites for the September Special Elections. After the special meeting of the Board of Registration and Elections on Friday, August 23<sup>rd</sup>, Sharon Benjamin was outstanding in leading our efforts to ensure all early voting locations opened on time the following Monday, including the two late additions: C.T. Martin Natatorium Recreation Center and East Point Library. Through working overtime and coordinating with the county’s Information Technology Department, Department of Real Estate and Asset Management, and the City of Atlanta’s Information Technology Department, all early voting locations were open and operational at 8:30am on the first day of early voting, which was Monday, August 26<sup>th</sup>.

<b>Early Voting Turnout by Date and Location</b>						
	<b>26-Aug</b>	<b>27-Aug</b>	<b>28-Aug</b>	<b>29-Aug</b>	<b>30-Aug</b>	<b>Totals</b>
<b>C.T. Martin Center</b>	38	38	44	33	52	205
<b>East Point Library</b>	22	13	12	7	13	67
<b>Fairburn Library</b>	40	24	32	38	29	163
<b>Government Center</b>	8	10	10	4	8	40
<b>South Fulton Center</b>	56	54	36	61	61	268
<b>Totals</b>	164	139	134	143	163	743

**Poll Worker Training**

As of the end of August, we had 56 of the 59 poll managers scheduled to work in September who have completed both online training and in-person training. We will hold a make-up class for the three managers who did not complete training in August.

As of the end of August, we had about 36% of Assistant Managers and Clerks who have completed both online and in-person training. The remaining 64% will be trained during several classes throughout the first two weeks of September.

Additionally, we have finalized our training schedule for the November elections. In total, we plan to have thirty-nine classes, which will be held at the following locations: 1) Elections Preparation Center; 2) Johns Creek Environmental Campus; 3) North Fulton Service Center; and 4) South Fulton Service Center.

**Logic and Accuracy Testing**

We began Logic and Accuracy (L&A) testing for the September Special Elections on Thursday, August 15<sup>th</sup>. By the end of August, we were over 90% completed with testing of the DREs to be used in the election.

We plan to begin L&A for the November elections on Wednesday, September 25<sup>th</sup>. Additionally, we will begin L&A for the October 15<sup>th</sup> runoffs on Monday, September 30<sup>th</sup>.

**Election Agreements, Amendments, and Funding**

On Wednesday, August 7<sup>th</sup>, the Board of Commissioners approved a resolution that changed the way the county charges election costs to cities. The change also affected the cost for the Atlanta Board of Education September election. For municipal elections that we conduct through the remainder of this year, we will charge cities \$2.96 per voter for general elections and \$2.46 per voter for runoff elections.

We are actively working with cities to execute an amendment to the Intergovernmental Agreement. Once we have all Intergovernmental Agreements and amendments, we will bring them before the Board of Registration and Elections for approval.

**Municipal Qualifying**

The cities that we will be holding November elections held their qualifying period during the week of August 19<sup>th</sup>. Here is a summary of the number of candidates currently eligible for each contest:

<b>Alpharetta</b>		<b>College Park</b>	
Mayor	1	Mayor	6
City Council Post 4	1	Council Member Ward 1	3
City Council Post 5	1	Council Member Ward 3	2
City Council Post 6	3		
<b>East Point</b>		<b>Fairburn</b>	
City Council Ward A (2 plus 1 write-in candidate)	3	Council Member (vote for 3)	4
City Council Ward B	2		
City Council Ward C	2		
City Council Ward D	3		
<b>Hapeville</b>		<b>Johns Creek</b>	
Mayor	2	City Council Post 2	3
Alderman At-Large	3	City Council Post 4	4
		City Council Post 6	3

<b>Milton</b>		<b>Roswell</b>	
District 1, Post 2	1	City Council Post 1	2
District 2, Post 2	2	City Council Post 2	2
District 3, Post 2	1	City Council Post 3	4
		Municipal Judge	2
<b>South Fulton</b>		<b>Union City</b>	
City Council District 1	2	Council Member At-Large (vote for 2)	3
City Council District 3	1		
City Council District 5	4		
City Council District 7	2		

Also, the cities of Alpharetta, Hapeville, and South Fulton are planning to have referendums on their ballots. Other cities are considering the addition of referendums as well.

**Tasks to Be Performed for Future Reporting Periods**

- Conduct September 17<sup>th</sup> Special Elections
- Begin poll worker training for November elections
- Ballot proofing for November elections
- Logic and Accuracy testing

## **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 August 2019. The primary activities upon which we worked in August 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 **215,070**. We received **50,028** voter applications in August. We are processing those applications.

As of September 1, 830,334 (737,800 active and 92,534 inactive) registered voters reside in Fulton County.

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

<b>Year</b>	<b>July Voter Registration Applications</b>	<b>August Voter Registration Applications</b>
<b>2011</b>	<b>7,031</b>	<b>8,296</b>
<b>2012</b>	<b>21,077</b>	<b>15,138</b>
<b>2013</b>	<b>6,918</b>	<b>5,347</b>
<b>2014</b>	<b>12,444</b>	<b>15,177</b>
<b>2015</b>	<b>9,465</b>	<b>8,872</b>
<b>2016</b>	<b>26,238</b>	<b>22,984</b>
<b>2017</b>	<b>24,350</b>	<b>24,354</b>
<b>2018</b>	<b>28,740</b>	<b>31,575</b>
<b>2019</b>	<b>27,958</b>	<b>50,028</b>
<b>Total Applications for 2019</b>		<b>215,070</b>

**WORKLOAD STATISTICS FOR AUGUST:**

<b>Voter Registration Applications Needed to be Processed</b>		
Total Applications needed to be processed		34,361
DDS Applications		5,432
Online Applications		0
Paper Applications		10,700
Confirmation Letters		18,229

<b>Completed Voter Registration Applications Processed for August</b>		
<b>Total Number of Processed Applications</b>		76,800
<b>Total New Registrations to Fulton County</b>		19,980
<b>New Registration (1<sup>st</sup> Time)</b>		10,920
DDS Applications	9,702	
Online Applications	259	
Paper Applications	959	
<b>Transferred into Fulton</b>		9,060
DDS Applications	8,338	
Online Applications	233	
Paper Applications	489	
<b>Total Number of Changes to Fulton County</b>		56,820
Address Changes Only	17,071	
Name & Address Changes	2,812	
Duplicate (No Changes)	6,807	
Name Changes	3,194	
Other Changes	26,936	
<b>Total Number of Removals of Fulton County</b>		4,167
Felons	0	
Moved out of State	56	
Duplication	265	
Error	0	
Hearing	0	
Not Verified Deletion	84	
Requested	11	
Transfers out of county	3,330	
Vital Records	421	
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 August Hearing 0.

We mailed 2,998 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 August:**

<b>Deputy Registrars Trained</b>	<b>Deputy Registrar Classes</b>	<b>Deputy Registrar Drives</b>
31	5	3

We issued 195 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. We are scheduled to add 4 more supplemental staff on September 18, 2019

**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 2 employees at the September Board Meeting.

**NATIONAL VOTER REGISTRATION DAY 2019:**

National Voter Registration Day is taking place on September 24, 2019. Our office will be fully engaged by partnering with multiple colleges such as Georgia State University and Spelman College. We are working on partnering with a few more, but the others have not been confirmed currently. We will also be holding drives at each of our offices to include the North Annex, South Annex and the Government Center. Deputy Registrars will be involved and possibly some High Schools. Our goal is to register 300 voters.

**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 August 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.

## **2020 Budget Preparation**

Staff continued preparation of the 2020 budget, revising, modifying and prioritizing specific items. The deadline was August 30, 2019, for entering and submitting requests for travel and training, hospitality budgets and enhancement requests for equipment, new personnel and all of the 2020 elections.

## **2019 Elections Update**

Staff worked with Elections Division staff communicating with city clerks on the Resolution that changed the projected costs and resubmitting the amended contract page for the November General Municipal Elections.

Admin staff assisted the Voter Registration Division with entering DDS and NCOA applications for the August 19, 2019 registration deadline.

## **Campaign Contribution Disclosure Report (CCDR) Due**

The CCDR for candidates in the Special Board of Commission District 6 Election is due on September 2, 2019 (15 days before Special Election) with a grace period end date on September 9, 2019. Email and text reminders were sent to all candidates. Late and non-filers will be reported to State Ethics by the filing officer in this department.

## **Voter Education and Outreach (VEO)**

The VEO staff are now certified poll workers. They passed the online module and attended the face-to-face training.

In addition, the following are outreach events the VEO team was invited:

Mayor's Corporate Challenge Alpharetta, GA	8/22/19	In conjunction with the Fulton County Wellness Committee, R&E and other county departments were invited to participate to support the 2019 Mayor's Corporate Challenge 5K race. Many people came to the table asking questions and registration and voting materials were handed out.
Cottonwood Estates Retirement Home Alpharetta, GA	8/29/19	Provided presentation on voting and upcoming elections. Team registered 14 people and assisted those with disabilities.

