



## 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 – September 2019**

**DATE:** October 2, 2019

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### **ELECTIONS DIVISION**

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

- Conducting the September 17<sup>th</sup> Special Elections
- Administering early voting for the September elections
- Finishing poll worker training for the September elections
- Beginning training for the November elections
- Completing Logic and Accuracy testing for September elections
- Preparing election supplies for upcoming elections
- Ballot proofing for October runoffs and November municipal elections

#### **September 17<sup>th</sup> Special Elections**

September 17<sup>th</sup> was Election Day for the Fulton County Board of Commissioners (BOC) District 6 Election and the Atlanta Board of Education (APS) District 2 Election. A total of 113 precincts and 59 polling locations were involved in the elections. Over 400 poll workers were in the field on Election Day. The BOC District 6 Election had a turnout of 4.79% and the APS 2 election had a turnout of 1.92%. Both elections will require runoffs, which will be on Tuesday, October 15<sup>th</sup>.

#### **Early Voting**

We concluded early voting for the September 17<sup>th</sup> Special Elections. We had a total of 2,304 voters cast ballots in person at one of our five early voting locations. We plan to have the same five early voting locations open for the October 15<sup>th</sup> runoffs. The locations will be open 8:30am to 6:00pm from October 7<sup>th</sup> through October 11<sup>th</sup>. Delivery of equipment to those locations will begin on Friday, October 4<sup>th</sup>.

We have been coordinating with our Information Technology Department to ensure the ten early voting sites we are going to use in the November municipal elections are prepared for the upcoming elections. Early voting delivery for the municipal elections will begin on Friday, October 11<sup>th</sup>.

#### **Poll Worker Training**

For the September elections, we trained over 400 poll workers, including 59 managers. The date of the October runoff overlaps with the first day of early voting for the November municipal elections, and some of our poll workers who are both election day workers and early voting workers have chosen to work early voting that day instead of being at their normal election day precinct. We are

planning to train about 10 to 20 more poll workers for the October runoffs in order to fill the available spots.

On Saturday, September 28<sup>th</sup>, we held our first hands-on Poll Managers class for the November municipal elections. We are offering poll managers classes through Wednesday, October 23<sup>rd</sup>. We are planning to train 77 poll managers. Our hands-on classes for our Assistant Managers and Clerks will begin on Wednesday, October 9<sup>th</sup> and continue through Saturday, October 26<sup>th</sup>.

### **Logic and Accuracy Testing**

Logic and Accuracy Testing for the October Runoffs and the November municipal elections will begin on Thursday, October 3<sup>rd</sup>.

### **Ballot Proofing**

We have completed ballot proofing for the October runoffs and the November municipal elections. Sample ballots are on our website for the runoffs. We should receive sample ballots for the municipal elections soon.

### **Election Security**

We are coordinating with the Fulton County Police Department, the Fulton County Sheriff's Department, and the Fulton County Marshalls to plan for transporting election night results for upcoming elections. We plan to utilize the assistance of all three agencies during our November and December elections in order to securely transport DRE memory cards from our drop-off locations to our Elections Preparation Center.

On Friday, September 20<sup>th</sup>, members of our staff met with a group of election security experts from the Defending Digital Democracy Project, which is based out of Harvard University's Belfer Center for Science and International Affairs. The meeting was an opportunity to discuss best practices for maintaining election security, including both physical security of equipment and cybersecurity. The meeting included a visit to our Emergency Operations Center so the group could learn about our Election Day operations for larger elections.

### **Polling Location Meeting with Fulton County Schools**

Our staff had a productive meeting with members of the Fulton County School System on Thursday, September 5<sup>th</sup>. The meeting was an opportunity to discuss ways that we can continue to work together with the school system to keep schools secure while they are serving as polling locations.

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

- Conduct October 15<sup>th</sup> runoff elections
- Conduct early voting for runoff and municipal elections
- Continue poll worker training 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 September 2019. The primary activities upon which we worked in September 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 **260,546**. We received **45,476** voter applications in September. We are processing those applications.

As of October 1, 833,839 (742,229 active and 91,610 inactive) registered voters reside in Fulton County. This is a record for Fulton County.

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

<b>Year</b>	<b>August Voter Registration Applications</b>	<b>September Voter Registration Applications</b>
<b>2011</b>	<b>8,296</b>	<b>7,543</b>
<b>2012</b>	<b>15,138</b>	<b>25,191</b>
<b>2013</b>	<b>5,347</b>	<b>10,600</b>
<b>2014</b>	<b>15,177</b>	<b>19,693</b>
<b>2015</b>	<b>8,872</b>	<b>13,139</b>
<b>2016</b>	<b>22,984</b>	<b>37,268</b>
<b>2017</b>	<b>24,354</b>	<b>23,361</b>
<b>2018</b>	<b>31,575</b>	<b>37,803</b>
<b>2019</b>	<b>50,028</b>	<b>45,476</b>
<b>Total Applications for 2019</b>		<b>260,546</b>

**WORKLOAD STATISTICS FOR SEPTEMBER:**

<b>Voter Registration Applications Needed to be Processed</b>		
Total Applications needed to be processed		19,630
DDS Applications		8,767
Online Applications		1,742
Paper Applications		9,100
Confirmation Letters		21

<b>Completed Voter Registration Applications Processed for September</b>		
<b>Total Number of Processed Applications</b>		60,785
<b>Total New Registrations to Fulton County</b>		9,098
<b>New Registration (1<sup>st</sup> Time)</b>		5,617
DDS Applications	2,444	
Online Applications	320	
Paper Applications	2,853	
<b>Transferred into Fulton</b>		3,481
DDS Applications	2,258	
Online Applications	356	
Paper Applications	867	
<b>Total Number of Changes to Fulton County</b>		51,687
Address Changes Only	20,062	
Name & Address Changes	1,065	
Duplicate (No Changes)	2,585	
Name Changes	1,322	
Other Changes	26,653	
<b>Total Number of Removals of Fulton County</b>		4,171
Felons	0	
Moved out of State	95	
Duplication	97	
Error	1	
Hearing	0	
Not Verified Deletion	455	
Requested	11	
Transfers out of county	3,087	
Vital Records	425	
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 October Hearing 0.

We mailed 918 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:

<b>Deputy Registrars Trained</b>	<b>Deputy Registrar Classes</b>	<b>Deputy Registrar Drives</b>
48	6	17

We issued 208 TVICs. We sold 2 voter list CD's.

### **PERSONNEL/STAFFING:**

We have a total of 10 permanent employees and 2 managers currently. We have six supplemental workers who started on July 24, 2019. They have gone through a newly revised three-day training schedule. We added four more supplemental staff on September 18, 2019. We have a total of 10 supplemental workers.

### **GROC CERTIFICATION:**

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

### **NATIONAL VOTER REGISTRATION DAY 2019:**

National Voter Registration Day took place on September 24, 2019. Our goal was to register 300 people. We exceeded our goal and registered 433 people. In addition, the Online Applications for the 23<sup>rd</sup> and 24<sup>th</sup> totaled 1,339. Our office was fully engaged by partnering with multiple colleges such as Georgia State University (Downtown and Alpharetta Campuses), Morehouse College and Atlanta Metropolitan State College. We also partnered with area high schools, as well. We spoke at Georgia State University, which was covered by FGTV. The link to the story is as follows: <https://youtu.be/YEKYJhB3MCM?t=307>. We look forward to the 2020 event next year.

## **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 September 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. Met with the department's budget analyst to confirm funds needed to finalize all operations, personnel and enhancements requested as indicated in your budget book. The budget hearing for the department is October 8, 2019.

## **2019 Elections Update**

Staff certified the results from the Special Board of Commission District 6 Election on September 17, 2019, in the State's eNet system and with the State Ethics and Finance Commission.

In response to an Open Records Request, the budget manager prepared a report for the director of early voting projected costs for years 2012 – 2019.

Staff worked with the Elections Division with receiving all of the November General Municipal Election agreements and amended contracts for **BRE** and **BOC** approval.

Met with director and staff from External Affairs to discuss their assistance with preparing printed materials for the 2019 municipal elections and 2020 elections.

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

The CCDR for candidates in the Special Board of Commission District 6 Election was 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. There was only one non-filer (Ms. Khadijah Abdur-Rahman) and no late filers.

The candidates in the Runoff Election on October 15, 2019, will need to file its CCDR report on October 9, with the grace period ending October 11, 2019.

## Voter Education and Outreach (VEO)

The following are outreach events the VEO team was invited to attend in September:

Booker T. Washington High Atlanta, GA	9/06/19	This was an SGA Class Election. The VEO team was asked to attend and assist with their election process and conduct voter registration.
Association of Residents of Capitol Towers Atlanta, GA	9/10/19	This was a voter registration drive for the seniors at Capitol Towers. Team assisted with filling out absentee ballot applications.
South Metro League of Women Voters College Park, GA	9/10/19	Team was invited to an information session on the upcoming elections and questions on the new voter equipment.
Peachtree Farmers Market Atlanta, GA	9/20/19	The organizer requested the VEO team to attend and register voters. Questions were asked about new voting system.
West Hunter Street Baptist Church Atlanta, GA	9/23/19	An emergency assistance center is held in the church to provide community services. The VEO team spoke to the citizens and answered questions about voting.
South Metro League of Women Voters College Park, GA	9/23/19	The team was invited again for a registration drive and questions on the new voter equipment.
Banneker High School College Park, GA	9/24/19	Voter registration drive for students.
Roswell High School Roswell, GA	9/26/19	Voter Registration Drive for students.
Atlanta Streets Alive Atlanta, GA	9/29/19	Attended a community event sponsored by Commissioner Natalie Hall and Councilwoman Winslow. Answered questions on absentee voting and the new voting equipment.