



INTER-OFFICE MEMORANDUM

TO: Fulton County Board of Registration and Elections

FROM: Nadine Williams, Interim Director, Registration and Elections
 Patrick Eskridge, Deputy Director
 Nadine Williams, Elections Chief
 Shamira Marshall, Registration Chief
 Janice Dickenson, Administrative Manager
 LaShandra Little, Voter Education and Outreach Manager
 Mariska Bodison, Absentee Manager

RE: **Monthly Operations Report – November 2022**

DATE: December 4, 2022

ADMINISTRATION DIVISION

This report provides specific administration and election tasks performed during the month of November 2022. Standard operations and activities from the Administrative Division include personnel, payroll, procurement, contracts, finance, legislation, campaign and financial reports, voter education and outreach, travel and training coordination, support to the Board of R&E and the Registration and Elections Divisions.

Zoom Meetings Attended

Department Supervisor’s Meeting - Weekly
 County Manager’s Strategy Team - Weekly
 Procurement / Legistar status meetings - Weekly
 Budget Training

Personnel Vacancies

Title	Type Positions	Status of Recruitment
Director	Existing Position	External Recruitment
Executive Assistant	Existing Position	Currently reviewing applications for interviews
Registration Officer	Existing Position	Two of the positions will be onboarding 12/7 Recruiting for the remaining positions

Preparation of 2022 Elections

Continued procurement of the necessary goods and services for the November and December election.

Routinely processing and submitting invoices for payment.

The County is currently going through the annual year-end closeout process.

Campaign Contribution Disclosure Report (CCDR) Due

The next campaign contribution disclosure report for all candidates in the General Primary Election will be due December 31, 2022, with a grace period deadline January 5, 2023. Late and non-filers report was submitted to the State Finance Commission.

2022 Elections Budgets

The Financial Systems Manager is managing the 2022 Elections budgets and working with the Purchasing Department with contracts of four personnel agencies for our supplemental staff assigned to all three divisions.

The Operations Budget is **\$4,391,024**

The Elections approved Budget is **\$33,026,729**

- General Primary \$10,475,096
- General Primary Run-off \$9,852,568
- General Election \$12,403,864
 - Total **\$32,731,528**

The additional Elections approved 2022 Budget is for Capital projects

ABSENTEE DIVISION

DEPARTMENT OPERATIONS:

- Weekly Meetings within the Department (Division Updates and Budgets)
- Weekly meetings with the County Manager Executive Team
- Weekly Meetings with Mrs. Brittan, Absentee Supervisor
- Weekly Meetings with the Division's personnel
- Discussions with various vendors: Tattball Ballot Solutions, OPEX, and Fort Orange
- Risk Limited Audit (RLA) on November 17, 2022

ABSENTEE OPERATIONS

- Virtual meeting conducted for election planning, preparation, and processes
 - Hiring and training personnel
 - Group trainings for supplemental personnel
 - Processing Absentee Ballot Request:
 - **September 19, 2022**
O.C.G.A. 21-2- 381(a)(1)(A)
Earliest day to apply for an absentee ballot for the December General Runoff Election
 - **As soon As Possible**
O.C.G.A. § 21-2-384(a)(2)

Earliest day for a registrar to mail an absentee ballot for the December General Runoff Election
 - **November 7, 2022**
O.C.G.A. § 21-2-224(a)

Last day for a person to register and be eligible to vote in the December General Runoff Election for Federal Races
 - **November 26** **AIP** (Absentee In-Person) begins.
7-Drop Boxes available inside Early Voting (**EV**) locations during EV hours of operation
Boxes are open from 7am- 7pm
 - **December 2, 2022** Last Day for **AIP**.
 - **November 28, 2022**
O.C.G.A. 21-2- 381(a)(1)(A)

Last day to submit absentee ballot application for the December General Runoff Election
- ****To check your Application and Ballot Status: <https://mvp.sos.ga.gov/s/>
- ****Sign up for notifications: <https://georgia.ballottrax.net/voter/>

RECRUITMENT & TRAINING

- Vacant: **(1)** Absentee Officer Position
 - Pending Decision by Leadership
- Onboarding of supplemental personnel
 - Ongoing- Continuing to request resumes for pre-screening due inadequate staffing

GENERAL RUNOFF ELECTION ABSENTEE BY MAIL STATISTICS:

TOTAL BALLOTS MAILED	21,699
BALLOTS ACCEPTED	15,459
BALLOTS REJECTED	564
CANCELLED BALLOTS	1,298
PROVISIONAL ABSENTEE BALLOTS ACCEPTED	104

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Risk Limited Audit (RLA) on **December 14, 2022**
- Ballot processing for the General Runoff Election
- Submit documents to the Clerk of Court
 - Retention: Absentee Records for November 8, 2022 Election
 - Retention: Absentee Records for December 6, 2022 Election
 - Accepted, Rejected, Spoiled, Null, & Undeliverable
(applications, ballots and envelopes)
- Weekly touchpoint meetings with personnel
- Scanning and Indexing
 - November 8, 2022
 - December 6, 2022

ELECTIONS DIVISION

Post-Election Review submitted.

INFORMATION SYSTEMS DIVISION

Report was unavailable at the time of submission.

REGISTRATION DIVISION

This Monthly Report provides a summary of the critical registration activities, workload levels, and voter registration statistics for the Registration Division of the Fulton County Registration & Elections Department for November 2022. The primary activities the VR staff worked on in November were processing voter registration applications, Redistricting, confirmation notices, researching street issues, municipal street audits, processing registration issues, preparing notices to voter registration applicants, scanning, indexing registration cards, and training.

VOTER REGISTRATION

The total number of voter registration applications we received in 2022 is **169,081**. This number includes voter registration applications received via the Department of Driver Services, the Online Voter Registration portal with the Secretary of State's Office, applications from 3rd party vendors, and applications mailed or dropped off at our office.

As of November 30, 2022, there were **862,713** (**757,230** active and **105,483** inactive) registered voters residing in Fulton County.

**The Historic Overview of Registration Applications for October/November are as follows:
(the breakdown covers five years)**

Year	October Voter Registration Applications	November Voter Registration Applications
2018	58,711	23,471
2019	47,097	18,958
2020	31,798	28,742
2021	9,219	6,904
2022	15,410	15,977
Total Applications for 2022		169,081

WORKLOAD STATISTICS FOR: Numbers as December 9, 2022

Voter Registration Applications Needed to be Processed		
Total Applications needed to be processed		22,430
DDS Applications		14,306
Online Applications		6,974
Paper Applications		1,150

Voter Registration Applications Processed in November		
New Registrations to Fulton County		
		3,184
DDS Applications	1,618	
Online Applications	1,109	
Paper Applications	457	
Transferred into Fulton		6,557
DDS Applications	3,331	
Online Applications	2,687	
Paper Applications	539	
Total Number of Changes within Fulton County- SOS Report		1,375
Address Changes Only	980	
Name & Address Changes	37	
Duplicate (No Changes)	113	
Name Changes	175	
Duplicate Merges	70	
Total Number of Removals from Fulton County		4,728
Felons	969	

Moved out of State	-		
Duplication	-		
Hearing	-		
Voter Requested	5		
Transfers out of county	3,754		
Vital Records	-		
Mental Incompetent	-		

FRONT DESK OPERATIONS

Our front desk personnel handle a lot of operations for the VR division. When a voter comes into the office, they fill out a yellow desk ticket that states their reason for visiting. Below is a breakdown of November ticket requests:

Reason for Visiting Fulton County Voter Registration	Total Number of Yellow Tickets
Certificate of Registration	3
Temporary Voter ID Card – Applications	143
Register to Vote – Walk-ins	244
Precinct Card Requests	178
Voter Status Issues (Cancellation, Inactive, etc.)	96
3 rd Party/Voter Drives	2
Letter Response	1
Out of County / Out of State Inquiries	11
Voter List/Stats	-
Other	880
	TOTAL 1,558

Other – ranges from voters wanting to challenge other voters, dropping off their absentee ballot/application, or general questions about voter registration.

REGISTRATION REPORTS:

PERSONNEL/STAFFING

There are 6 Registration Officer vacancies. Recruitment for vacant positions is underway.

CHALLENGE HEARING

A Challenge Hearing was held for voters on Election Day, November 8th for voters to resolve voter residency challenges. 8 voters showed up to the Hearing, resulting in their ballots being counted.

TRAININGS/MEETINGS ATTENDED/HELD

- Street Maintenance
- Processing Paper Applications
- Duplicate Training
- Verification of Applications
- Provisional Training
- Call Center Training- Challenges

TASKS TO BE PERFORMED FOR FUTURE REPORTING PERIODS:

- Continue Street Audits/Maintenance of all streets in Fulton County
- Continue List Maintenance Activities
- Continue Review / Update Voter Registration standard operating procedures
- Continue to Perform / Conduct performance counseling sessions
- Respond to State Election Investigations
- Continue Precinct Card Mailings and other Correspondences
- Staff Training – In addition to attending State webinars, the new education initiative has begun
- Respond to all Open Records Request
- Give credit for voting- Provisional voters

VOTER EDUCATION AND OUTREACH

This report provides specific summary information regarding VEO tasks performed during November 2022. Standard Voter Education and Outreach operations include:

- ❖ Educational seminars and lectures.
- ❖ Comprehensive demos and training.
- ❖ Voter registration activities.
- ❖ Assisting in Poll Worker Recruitment
- ❖ Deputy Registrar Training

In November, the VEO team was able to do the following:

Activity	Total for the Month	Total for the year
Deputy Registrar Training	0	490
Voter Registration	39	2359
Poll Worker Recruitment	2	958
Voter Identification Cards Creation	16	66
Voter Education and Outreach Events	30	526
Absentee Application	63	435
Connections for VEO	100	2,436
Event Interactions	2000	22,370
Media Inquiries		41

In November, The Voter Education and Outreach team focused outreach to senior centers, colleges, universities, and municipalities to ensure they were educated about the Runoff and registered to vote before the federal deadline.

The VEO team continued working with Fulton County and Atlanta Public Schools to host events for high school seniors to register to vote before the federal voter registration deadline of November 7. The team is also working with senior centers to set up events for those needing an absentee ballot for the December 6 runoff.

In November, the Voter Education and Outreach also began outreach to Fulton County and Atlanta Public schools to conduct voter education and outreach in the middle. Once the Runoff is over, that will continue to be the focus, as well as preparing for next year's municipal election cycle

The VEO team is continuously planning events and will continue contacting schools, communities, non-profit organizations, and government officials to schedule future events across the county.

November 2022 Event List:

11/1/2022	Fulton County Mobile Bus Voter Education	Georgia State University	3775 Brookside Pkwy, Alpharetta, GA 30022
11/2/2022	Fulton Mobile Bus Outreach	Georgia State University	55 Gilmer St SE, Atlanta, GA 30303
11/2/2022	Voter Registration Drive	North Springs High School	7447 Roswell Rd. NE, Sandy Springs, GA 30328
11/2/2022	Voter Education and Outreach	Atlanta Public Schools	Herman J. Russell West End Academy, 765 Peoples St SW, Atlanta, GA 30310
11/5/2022	Fulton Mobile Bus Outreach	National Center for Civil and Human Rights	100 Ivan Allen Jr Blvd, inside lobby
11/5/2020	Voter Education and Outreach	Cabbagetown Initiative	Esther Peachy Park - 631 Wylie St SE, Atlanta, GA 30316
11/5/2022	Voter Education and Outreach	St. James United Methodist Church Community Health & Wellness Day	St. James UMC, 3000 Webb Bridge Rd, Alpharetta, GA 30009
11/12/2022	Fulton Mobile Bus Outreach	The Den at Jean Child Young's Southwest Atlanta "Neighborly" Health Fair.	3116 Benjamin E Mays Dr. SW, Atlanta, GA 30311
11/12/2022	Voter Education and Outreach	Dear Music, Nonprofit	Piedmont park at the meadows Atlanta, Ga

11/12/2022	Fulton Mobile Bus Outreach	Jack and Jill of America, Atlanta	The Westside School,1243 Allene Ave. SW, Atlanta GA 30310
11/12/2022	Voter Education and Outreach	South Fulton College Fair	South Fulton College Fair @ Langston Hughes High School, 7510 Hall Rd, Fairburn, GA 30213
11/14/2022	Voter Education and Outreach	Brookdale Chambrel Roswell	Brookdale Chambrel Roswell,1000 Applewood Dr, Roswell, GA 30076
11/14/2022	Voter Education and Outreach	Cottonwood Estates Gracious Retirement Living	Cottonwood Estates Gracious Retirement Living,255 Vaughan Dr, Alpharetta, GA 30009
11/14/2022	Voter Education and Outreach	Trinity Towers	Trinity Towers, 2611 Springdale Rd SW # 608, Atlanta, GA 30315
11/15/2022	Fulton Mobile Bus Outreach	Georgia State University	55 Gilmer St SE, Atlanta, GA 30303
11/15/2022	Voter Education and Outreach	Palmetto Park	Palmetto Park, 519 Perkins Road , Palmetto GA 30268
11/16/2022	Fulton County Mobile Bus Voter Education	Georgia State University	3775 Brookside Pkwy, Alpharetta, GA 30022
11/16/2022	Fulton County Mobile Bus Voter Education	Adams Park Library	2231 Campbellton Road, Atlanta, GA 30311
11/18/2022	Voter Education and Outreach	College Park Health Care Center	College Park Health Care Center, 1765 Temple Ave, Atlanta, GA 30337
11/19/2022	Voter Education and Outreach	Atlanta Technical College	Atlanta Technical College (1560 Metropolitan Pkwy SW, Atlanta, GA 30310)
11/21/2022	Voter Education and Outreach	Mansions at Alpharetta Assisted Living and Memory Care	Mansions at Alpharetta Assisted Living and Memory Care, 3675 Old Milton PKWY Alpharetta Ga 30005

11/21/2022	Voter Education and Outreach w/ TVIC	Sandford Estates Gracious Retirement Home	Sandford Estates Gracious Retirement Home, 500 Walton Way, Roswell, GA 30076
11/23/2022	Voter Education and Outreach w/TVIC	Sadie G Mays Health and Rehabilitation Center	Sadie G. Mays Health & Rehabilitation Center 1821 Anderson Ave NW, Atlanta, GA 30314
11/28/2022	Voter Education and Outreach	Johnnie B. Moore Towers	Johnnie B. Moore Towers 2451 Donald Lee Hollowell Pkwy NW, Atlanta GA 30318
11/28/2022	Voter Education and Outreach	Arbor Terrace at Crabapple	Arbor Terrace at Crabapple ,12200 Crabapple Rd, Alpharetta , GA 30004
11/28/2022	Voter Education and Outreach	Ashwood Meadows Retirement Living	Ashwood Meadows Retirement Living,11190 Medlock Bridge Rd, Johns Creek, GA 30097
11/28/2022	Voter Education and Outreach	Village Park Milton	Village Park Milton, 555 Wills Rd, Alpharetta, GA 30009
11/29/2022	Fulton County Mobile Bus Voter Education	Woodland Middle School	Woodland Middle School 2745 Stone Rd East Point, GA 30344
11/29/2022	Voter Education and Outreach	City of College Pak	Tracey Wyatt Recreation Center(Blue Gym), 2300 Godby Road, College Park, GA 30337
11/30/2022	Voter Education and Outreach w/TVIC	Buckhead Center for Nursing and Healing	Buckhead Center for Nursing and Healing, 54 Peachtree Park Dr. NE Atlanta, GA 30309