



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
 Dominic Olomo, Information Systems Manager

RE: **Monthly Operations Report – January 2023**

DATE: February 4, 2023

ABSENTEE	
PREPARATION FOR ELECTION / WORK SUMMARY:	
Currently updating procedures for the November Municipal General Election and drafting training material.	
ABSENTEE OPERATIONS:	
<ul style="list-style-type: none"> ▪ Weekly Meetings with Mrs. Brittian, Absentee Supervisor ▪ Bi-weekly Meetings with the Division’s personnel <ul style="list-style-type: none"> □ Completed evaluation of personnel □ GARViS Roundtables ▪ Discussions with various vendors: <ul style="list-style-type: none"> □ Quadient, Runbeck, OPEX, HBSolutions, Enhanced Voting and Fort Orange ▪ Assisted Voter Registration Division with operational dashboard ▪ Attended Georgia Leads Conference in Athens (UGA Campus) January 4-6, 2023 <ul style="list-style-type: none"> □ GARViS Training- New Voter Registration Database □ Introduction to Pollpad Update/ Training □ E-Pulse Training ▪ On-going: <ul style="list-style-type: none"> □ Indexing of all scanned documents (electronically storing 2022 Absentee Records) □ GARViS training 	
SOS DEADLINE DATES:	
Earliest Day to apply for Absentee by Mail for the Municipal General Elections	August 21, 2023
DEADLINE FOR VOTER REGISTRATION/CHANGE OF ADDRESS FOR NOVEMBER 7th GENERAL/SPECIAL ELECTION AND RUNOFF The last day for a person to register and be eligible to vote in the general/special election and runoff shall be at the close of business on the fifth Monday prior to the date of the election. O.C.G.A. §§ 21-2-224; 21-2-501	October 16, 2023
FIRST DAY TO MAIL ABSENTEE BALLOTS FOR NOVEMBER 7th GENERAL/SPECIAL ELECTION	October 16, 2023

The board of registrars shall mail or issue official absentee ballots 22 days prior to any Municipal General Election. O.C.G.A. § 21-2-384(a)	
ADVANCED IN PERSON (EARLY) VOTING BEGINS FOR THE NOVEMBER 7th GENERAL ELECTION O.C.G.A. § 21-2-385(d)(1)	October 16, 2023
Early Processing of Absentee Ballots will commence.	October 30, 2023
Last day to submit absentee ballot application for the December General Runoff Election O.C.G.A. § 21-2-385. O.C.G.A. § 21-2-381(a)(1)(A)	November 27, 2023
ABSENTEE BY MAIL STATISTICS:	
Applications Accepted	0
Applications Rejected	0
Duplicate Application	0

ADVANCE VOTING			
DATE OF REPORT:	12.29.2022		
PREPARATION FOR ELECTION / WORK SUMMARY:			
<p>We have recently successfully concluded the December 6th run-off election and currently engaged in post-election activities. These activities include fielding, researching, and following up in a responsive manner to any inquires from the Secretary of State's office concerning voter issues while continuing our established practice of reconciling.</p> <p>As part of our continual improvement program, we will be conducting a comprehensive review and Lessons Learned session with our EV poll managers and training staffs to evaluate our effectiveness in delivering on our promise of providing a first-class voter experience to every voter.</p> <p>Based on the migration from ElectionNet to Jarvis, we will be developing new training materials, manuals, and training curriculum for implementation in the next election.</p> <p>Regarding discussions of changing EV poll staff work schedules, we can maintain the current practice where EV staff works from open to close each day for the duration of the election period. This approach requires the least number of workers needed to be recruited compared to other staffing alternatives. We are evaluating the feasibility of offering flexible staffing days and hours to poll staff whereby work-days and hours maybe staggered to accommodate those with limited time available but still desiring to work. This approach will require a larger worker recruitment to staff and a higher budget. We are preparing and planning for the 2023 Municipal Election.</p>			
Election Date:	Municipal Election November 7, 2023		
Runoff Date:	Municipal Runoff Election December 5, 2023		
Advance Voting Locations:	19 Tentatively and Pending BRE Approval		
POSITION NEEDED	QUANTITY	# RECRUITED TO DATE	# TRAINED TO DATE
EV Managers	TBD		
EV Assistant Managers	TBD		
Compliance Officer	TBD		
Technicians	TBD		

Clerks	TBD		
--------	-----	--	--

ELECTIONS	
DATE OF REPORT:	12.29.2022
PREPARATION FOR ELECTION / WORK SUMMARY:	
To reduce election cost, Election Day precincts with less than 2000 registered voters assigned to a polling location are being reviewed for merges with neighboring precinct locations. Merges will be permanent and effect all election types. Please see attachment of possible merges. The merges will also be forwarded to the BOC and municipalities for review and comment.	
Election Date:	Municipal Election November 7, 2023
Runoff Date:	Municipal Runoff Election December 5, 2023
Municipalities in Upcoming Election:	Alpharetta, Atlanta, Chattahoochee Hills, College Park, East Point, Hapeville, Fairburn, Johns Creek, Mountain Park, Roswell, South Fulton, Union City
Municipalities Not Included:	Milton – to conduct their own election Palmetto – to conduct their own election Sandy Springs – no election scheduled
Proposed Precinct Location Changes:	26 to be presented at the March BRE Meeting

FINANCE	
DATE OF REPORT:	1/31/2023
PREPARATION FOR ELECTION / WORK SUMMARY:	
The Financial Systems Manager is continuing to update the 2023 Elections budget as we meet with the Elections Department management and the Finance department management. Temp agency bids have been received from Purchasing for our supplemental staff for 2023.	
2022 Financial Results:	
Operations Budget	Budget \$4,391,024 Actual \$4,618,115
Elections Approved Total Budget	Budget \$33,026,729 Actual \$20,896,054
General Primary	Budget \$10,475,096 Actual \$6,529,584
General Primary Run-off	Budget \$9,852,568 Actual \$2,709,816

General Election	Budget \$12,403,864 Actual \$8,968,460
General Election Run-off	Actual \$2,688,194 (Funded by underruns)
2022 TOTAL Actual costs:	\$25,514,168
2023 Budgets as of 1/31/23:	
Operations Budget- Approved by BOC	\$4.6 million
Elections Proposed Municipal Budget – NOV & DEC elections	\$9.5 Million

In the BOC meeting on 2/01/23, the BOC requested a reduction to the 2023 municipal elections budget to the total 2021 Actual elections costs plus a 10% increase for 2023. We are working to revise the 2023 Elections budget to reduce it to the required change which is a total of \$8.1M.

INFORMATION SYSTEMS	
DATE OF REPORT:	12.29.2022
PREPARATION FOR ELECTION / WORK SUMMARY:	
<ul style="list-style-type: none"> • System Specialist worked on post-election procedures, which included. <ol style="list-style-type: none"> 1. Equipment reconciliation. 2. Testing of all equipment were reported to be having issues on the field during the Dec 06 Runoff and separating such equipment for RMA. 3. Arrange equipment and asset at the Philip lee warehouse in readiness for relocation to Election Central. • Information Systems is working with the WDS Inventory System team to create an Event within the warehouse management system that will make asset relocation from the current warehouse to the election central efficient 	
Voting Equipment Inventory Total number ICX/BMD – 3560 Total number ICP Scanner – 411	

REGISTRATION

DATE OF REPORT: February 6, 2023

PREPARATION FOR ELECTION / WORK SUMMARY:

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 January 2023. The primary activities the VR staff worked on in January were processing voter registration applications, researching street issues, preparing for municipal street audits, and Redistricting, merging duplicate records, preparing notices to voter registration applicants, and attending training for GARViS (Launching February 6, 2023).

REGISTRATION STATISTICS:

January 1, 2023	January 31, 2023
VOTER REGISTRATION APPLICATIONS RECEIVED	10,362
ACTIVE VOTERS	758,425
INACTIVE VOTERS	103,759
TOTAL OF REGISTERED VOTERS	862,184
APPLICATIONS TO BE PROCESSED	18,117
NEW REGISTRATIONS TO FULTON COUNTY	4,318
TRANSFERS TO FULTON COUNTY	3,357
REMOVALS FROM FULTON COUNTY	1,520 *1,508 Duplicate Records

FRONT DESK OPERATIONS

January 1, 2023	January 31, 2023	
Reason for Visiting Voter Registration		Total Number of Yellow Tickets
CERTIFICATE OF REGISTRATION		2
TEMPORARY VOTER ID CARD – APPLICATIONS		112
REGISTER TO VOTE – WALK-INS		20
PRECINCT CARD REQUESTS		10
VOTER STATUS ISSUES (CANCELLATION, INACTIVE, ETC.)		2
3 RD PARTY/VOTER DRIVES		4
LETTER RESPONSE		5
OUT OF COUNTY / OUT OF STATE INQUIRIES		2
VOTER LIST/STATS		1
OTHER – RANGES FROM VOTERS WANTING TO CHALLENGE OTHER VOTERS, DROPPING OFF THEIR ABSENTEE BALLOT/APPLICATION, OR GENERAL QUESTIONS		11
TOTAL:		169
CHALLENGE HEARING UPDATES		
The BRE will hear all deferred challenges and challenges received in January at the March BRE meeting, March 16, 2023 at 10:00am. Notices to voters will be mailed this week.		

VOTER EDUCATION		
DATE OF REPORT:	January 3, 2023	
PREPARATION FOR ELECTION / WORK SUMMARY:		
The VEO team begin planning for the Municipal Election events for 2023. We are contacting schools, communities, non-profit organizations, government officials, and all c to schedule future events across the county. The VEO Manager will also reach out to all municipalities to schedule events before the Voter Registration deadline, considering low voter turnout areas and cities with low voter registration to plan events. The VEO team also assisted in the RLA after the runoff election. The VEO manager will also begin planning monthly Deputy Register training as certifications from the previous year will be up.		
VOTER EDUCATION ACTIVITIES		
Activity	Total for the Month	Total for the year
Deputy Registrar Training	2	400
Voter Registration	0	2359
Poll Worker Recruitment	0	958
Voter Identification Cards	0	66
Outreach Events	5	530
Absentee Application	0	435
Connections for VEO	200	2,636
Event Interactions	700	23,070
Media Inquiries	2	50
EVENTS December 5, 2022- January 3, 2023		

12/5/2022	Fulton County Mobile Bus Voter Education	D.T. Howard Middle School, 551 John Wesley Dobbs Ave NE, Atlanta, GA 30312
12/12/2022	Fulton County Mobile Bus Voter Education	Crabapple Middle School 10900 Woodstock Rd, Roswell, GA 30075
12/13/2022	Fulton County Mobile Bus Voter Education	Woodland Middle School 2745 Stone Rd East Point, GA 30344
1/19/2023	Voter Education and Outreach	Summerset Assisted Living, 3711 Benjamin E Mays Dr. SW, Atlanta, GA 30331
1/20/2023	Deputy Registrar Training	130 Peachtree Street, Atlanta, GA 30303
1/24/2023	Deputy Registrar Training	Virtual