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 – April 2020

DATE: May 5, 2020

ELECTIONS DIVISION

During the month of April, we concentrated our efforts on the following tasks:

- Preparing Election Day Poll Worker Training and Early Voting Worker Training
- Contacting Poll Workers to Prepare for the June Election
- Managing Polling Locations
- Obtaining Personal Protective Equipment and Developing Our Safety Plan
- Receiving new equipment and supplies

Preparing Election Day Poll Worker Training and Early Voting Training

We worked with FGTV to record a series of training videos that we have used to create online training for Election Day poll workers. The training takes about 2 to 3 hours to complete, and it concludes with a quiz to measure comprehension. The online training for Election Day Poll Managers covers all aspects of the voting equipment as well as election paperwork that must be completed. The training also details important information about how to remove voted paper ballots and securely transport them to our offices on election night.

As we get closer to Election Day, we will continue to monitor the COVID-19 situation. If we have the opportunity to safely hold in-person refresher classes, then we will make those available so that poll workers can have additional hands-on training with the voting equipment prior to Election Day.

For Early Voting, we plan to use experienced Managers and Clerks who are well-versed in voting procedures. We plan to use online training, such as Zoom virtual conferencing, to train them. We will have five workers inside of each early voting location. We will also have two people outside of the voting room. One of these people will be responsible for encouraging social distancing while voters are in line, and the other will be responsible for answering any questions that voters may have as they are approaching the voting location.

Contacting Poll Workers to Prepare for the June Election

Our staff has been diligently working to contact poll workers to confirm their commitment to working the June 9th election. We have had about 1,350 poll workers confirm that they are willing to work the election. While some polling locations have more than enough staff who are willing to work, other locations do not have enough. We are trying to find workers who are willing to travel outside of their normal working precincts in order to fill vacancies.

Managing Polling Locations

We have been in frequent communication with all polling locations. Once the election was delayed from May to June, we contacted all locations to confirm their availability for June 9th. As of this operations report, we have heard back from all but 3. Due to the impact of COVID-19, we have lost about 30 polling locations. That has caused our total number of polling locations to decrease from 198 to 173.

We have worked to find alternatives for locations that we have lost. In many cases, we have found nearby schools to be good alternatives because we are guaranteed access to those. We are primarily considering schools and county facilities since those are most reliable.

As soon as our polling locations are finalized, we will work with External Affairs to notify all voters. Additionally, we plan on conducting a head-of-household mailing to notify every voter of his or her assigned polling location.

Obtaining Personal Protective Equipment and Developing our Safety Plan
The safety of staff, poll workers, voters, and the staff at our polling locations is a primary concern for this upcoming election. For early voting, we plan on providing every voting location with 5 sneeze guards. We will also provide early voting workers and Election Day poll workers with hand sanitizer, face shields, masks, alcohol wipes, and gloves. Voters will have the opportunity to use hand sanitizer before and after they vote. We will require voters standing in line to stand six feet apart from each other. To encourage social distancing, we have purchased line dots that will show people in line where to stand. Before voters check in, they will be given a clean stylus, and they will use that stylus while checking in and while marking their ballot on the ballot marking device. Once voters are done casting their ballots, they will give their styluses back to a poll worker to be cleaned and then used again by a future voter.

Inside of the voting area, we are encouraging voters to practice social distancing by asking them to leave one voting booth between them and any other voters around them. For example, if a polling location receives 10 BMDs, only 5 people will be allowed at the BMDs at any one time.

We are also limiting the size of our poll worker teams. Poll worker teams will have 5-6 workers plus one line clerk who will stand outside of the doorway to encourage social distancing and to monitor the number of people going in and out of the polling room to prevent overcrowding.

We will also provide Election Day Technicians and Election Night Workers with hand sanitizer, face shields, masks, and gloves.

Receiving New Equipment
As of the end of April, we have received the following:

2-Unit Equipment Carriers	300
4-Unit Equipment Carriers	467
Ballot Marking Devices	3,269
Ballot Scanners	283
Printers	3,320
UPS (backup battery supplies)	1,795
Blue Privacy Panels	3,058

Tasks to Be Performed for Future Reporting Periods
- Begin Early Voting for the June 9th election.
- Continue to manage polling locations and work with locations that have concerns about Election Day.
- Continue acquiring PPE.
- Poll worker training for the June election.
- Conduct logic and accuracy testing for the June election.

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 April 2020. The primary activities upon which we worked in April 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 2020 is **87,774**. We received **10,875** voter applications in April. We are processing those applications.

As of May 1, **816,032** (768,551 active and 47,481 inactive) registered voters reside in Fulton County.

The Historic Overview of Registration Applications for the Months of March/April are as follows:

Year	March Voter Registration Applications	April Voter Registration Applications
2012	11,323	11,571
2013	6,061	5,724
2014	7,627	5,374
2015	6,498	5,608
2016	13,933	19,704
2017	21,425	19,036
2018	24,841	26,124
2019	23,952	22,716
2020	19,422	10,875
Total Applications for 2020		87,774
Total Applications Processed 2020		62,300
Total New Applications for 2020		*22,971

WORKLOAD STATISTICS FOR APRIL:

Voter Registration Applications Needed to be Processed	
Total Applications needed to be processed	7,331
DDS Applications	5,885
Online Applications	1,046
Paper Applications	400
Confirmation Letters	0

Completed Voter Registration Applications Processed for April			
Total Number of Processed Applications			23,080
Total New Registrations to Fulton County			10,180
New Registration (1ˢᵗ Time)		5288	
DDS Applications	2494		
Online Applications	982		
Paper Applications	1812		
Transferred into Fulton		4892	
DDS Applications	3309		
Online Applications	1066		
Paper Applications	517		
Total Number of Changes to Fulton County			16312
Address Changes Only			
Name & Address Changes			
Duplicate (No Changes)			
Name Changes			
Other Changes			
Total Number of Removals of Fulton County			4558
Felons	482		
Moved out of State	0		
Duplication	119		
Error	0		
Hearing	0		
Not Verified Deletion	109		
Requested	5		
Transfers out of county	3323		
Vital Records	520		
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 April Hearing 0.

We mailed 528 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 March:

Deputy Registrars Trained	Deputy Registrar Classes	Deputy Registrar Drives
0	0	0

We issued 32 0 TVICs. We sold 2 voter list CD's.

PERSONNEL/STAFFING:
We have a total of 16 permanent employees and 3 managers currently. We have hired 2 Registration Officers. We have ten supplemental workers.

Absentee by Mail Report
The Secretary of State has mailed all active voters an absentee application. Once the voter fills out the absentee application, staff will process request into Election. Secretary of State will send the ballot to the voter.

We received 40 additional employees from the County Manager's office to help us open the mail and process the absentee applications.

Absentee Ballot Box
We are planning to have 20 absentee ballot boxes across the county. These boxes will be for voters to drop off their absentee ballot. The last day to drop off a ballot in the ballot box will be Election Day June 9, 2020 at 7:00 p.m.

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 April 2020. 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 Election Preparations

Received priority support from the Purchasing and Finance Departments with preparing, processing and receiving purchase orders for COVID PPE supplies, additional poll pads, additional precinct tabulators, ballot paper and ballot drop boxes.

Opening and Entering Absentee Applications

The Administration staff is assisting the Voter Registration Division with opening and entering absentee ballot applications.

Campaign Contribution Disclosure Report (CCDR) – April 2020

The next reporting period due for candidates was April 30, 2020, with a grace period deadline of May 7, 2020.

Candidates and elected officials have had some issues with filing their April reports with the EasyVote Campaign Finance application: Ms. Breauna Jenkins has been the liaison with the EasyVote tech rep to assist everyone with filing their reports timely.

- ➢ Upload option not working properly – filers have to input contributions/expenditures manually through the wizard
- ➢ Filers receiving 20 or so emails after filing a report
- ➢ Contributions/expenditures not calculating

Voter Education and Outreach (VEO)

Due to COVID-19 concerns, the VEO team had to postpone roughly 50 events for the months of March and April 2020. We notified all interested parties (citizens and elected officials) that we would have to take a wait and see approach with events scheduled as far out as the first of September 2020.

Since the COVID-19 shutdown, the VEO team lead has consistently answered calls and inquiries ranging from demonstration requests to information presentation requests on the absentee ballot process. We have informed these groups that we are not doing live demos of the new voting equipment until further notice.

A few questions were about what precautions are being taken to prevent voter suppression, and what is the sanitization process of the machines?

Some of the groups that have made inquiries: Georgia Chapter of AARP, Council of Retired Teachers Union, several churches, The Southern Women Democrats and a number of elected officials or their representatives.