

## State of Georgia

### County of Henry

The Henry County Board of Elections and Registration held a Regular Public Meeting at 1:00 p.m. on Friday, June 12<sup>th</sup>, 2020, held on Zoom Meeting. Notice of this meeting was posted in the entrance foyer of the Elections and Registration Building and on the County website. The Daily Herald was notified of this meeting. Those present were:

Dan Richardson, Chair and Republican Party Appointee

Donna McBride, Vice Chair and Democratic Party Appointee

Arch Brown, Board of Commissioners Appointee

Mildred Schmelz, Democratic Party Appointee (available only by video, no audio)

Andy Callaway (~~joined by phone – listen only mode~~ available by phone, no video or audio, joined at 1:15 PM)

Also attending was: Director Ameika Pitts, Grayson Davis, Terrika Davis, and Brook Schreiner.

#### **I. Call to Order**

Chair Richardson called the meeting to order.

#### **II. Acceptance of the Agenda**

Vice Chair McBride made the motion to accept the agenda; Board Member Brown seconded. The motion carried 3-0-~~1~~ with Board Member Schmelz abstaining. 0-

### **III. Board approval of the minutes**

Vice Chair McBride made the motion to accept the May minutes; Board Member Brown seconded. The motion carried 3-0-~~1~~ with Board Member Schmelz abstaining.

### **IV. Old Business**

- A. Director Pitts reported she reached out to the County Manager for resources on the models before the November election; the County Manager has not gotten back with any resources at this time. The Board discussed further, and Chair Richardson asked Director Pitts to follow up with the County Manager.
- B. Chair Richardson asked Director Pitts for an update regarding County Population data being provided to the Election and Registrations office. Director Pitts advised the Board there was no update at the moment. Chair Richardson referenced an article published by Moving Henry Forward, which stated Locust Grove was now the second-largest city in the County. He went on said had we received the population data we would have known about the population shift, and the data could have been used as a direct input for various models the Elections office should maintain. The Board discussed further, and Chair Richardson agreed to send the article to the other Board Members.
- C. Director Pitts stated she spoke with the Risk Management Director, Don Ash, regarding Business Continuity and Disaster Recovery Plan. She was informed there was not a template specifically for Elections. Director Ash said he had assigned a technician that would work closely with the Elections Department to develop such. The Board discussed further and Chair Richardson stressed Director Pitts should follow up with the resource and to communicate with the Board should additional assistance be needed.
- D. Chair Richardson provided an update on the Resolution to align County and City precinct lines. He stated a productive meeting had been held with the City of Stockbridge and reapportionment and restricting would be the governing factor regarding timing. Both Director Pitts and Vice Chair

McBride weighed in and said the City of Stockbridge was in agreement with this alignment. Director Pitts said future dates where the office would meet with the other cities would be established.

## **V. Supervisor Report**

- A. Director Pitts stated she would have a final 2021 budget the next week after the June 16, 2020, Board of Commissioners meeting.
- B. Director Pitts said the election on June 9, 2020, went well. She continued and stated that there were some issues at some locations.
  - 1) Director Pitts reported some precincts did have to open later due to the back-up battery not working properly.
  - 2) Director Pitts noted there were problems with the thermal paper for the scanners. The paper ran out when the zero reports were printed; therefore, Elections staffers were sent to the precincts to change out the paper.
  - 3) Director Pitts continued and referenced wait times at some of the precincts: Hickory Flat – 1 hour and 15 minutes, Lowes- 3 hours and 30 minutes, Red Oak- 30 minutes, and Stockbridge- 1 hour. Chair Richardson stressed his concern that a) only six Ballot Marking Devices (BMD) were sent to each precinct, b) the decision to decrease the number to six BMD had not been discussed with the Board, and 3) his request for four additional to be taken to Red Oak Elementary gym was denied. Director Pitts stated that only six machines were sent out due to social distancing. The Board discussed this further.
  - 4) Director Pitts presented an update for the Run-Off Election scheduled for August 11, 2020. The elections will be for School Board District 2 and Sheriffs. Director Pitts reviewed two early voting schedule options with the Board. Vice Chair McBride made a motion to use Option one with the amendment of adding a Saturday for each location. Board Member Brown seconded. The Board further discussed the motion. Board Member Brown rescinded his second and Chair Richardson called for a new motion. Vice Chair McBride made a new motion to use Option one for early voting with the amendment to add a Saturday voting where the majority of the locations were available. Board Member Brown seconded. The motion carried 3-0-1 with Board Member Schmelz abstaining. (See Exhibit A)

5) Director Pitts noted for the June 9, 2020 election; we relocated the Red Oak UMC precinct to Red Oak Elementary School due to a decision made by Red Oak UMC. She continued and stated we would return to Red Oak UMC as the location for the precinct for the upcoming August 11, 2020, Run-Off. Chair Richardson asked for a thank you letter to the School Board expressing our thanks for allowing Red Oak Elementary School to be used as a temporary precinct.

6) Director Pitts spoke on the transportation of the voting equipment to the precincts. She stated that for the June 9, 2020 election, the office was supposed to have ten trucks from Penske, and this did not turn out as planned. Director Pitts said that she would like to look into another company since this has been a habitual pattern from Penske. Chair Richardson asked Director Pitts to share this information with the County Manager, County Finance Manager, and to contact the Corporate Manager of the service provider who made the verbal agreement with the Election's office. He elaborated and shared information regarding fail attempts to obtain an agreement or memorandum of understanding with the service provider.

7) Director Pitts announced elections training would take place July 6-19, 2020. She stated the training would be for the poll workers, I.T., and the office staff. She also mentioned that training would occur on Saturdays for those who work during the week. Chair Richardson noted he spoke with some of the poll workers and their concern for additional training and request for step-by-step documents for election day. He shared a question from Board Member Schmelz and asked what the policy was regarding volunteers from the stand by list and making sure that they are trained. Director Pitts stated video training was provided and volunteers who could not get trained were used for line control and wiping down the machines after each voter. She also mentioned that some Poll Managers received last minute training during early voting. Chair Richardson asked should someone want to volunteer and where they should go. Director Pitts said to watch out on the Elections Facebook page and Henry County website. She also mentioned that the State has a poll worker system, and they email in applications to the office. Chair Richardson asked Director Pitts to share

how much poll workers were paid, and Director Pitts stated during early voting, poll workers are paid \$10 an hour, \$140 for election day.

Chair Richardson inquired about the Absentee dropbox and asked Director Pitts for an update on it. Director Pitts said that the dropbox was installed at the double door, and bolted to the concrete and the building. She stated the install was delayed due to the thickness of the building wall, but it was able to be done. Director Pitts said that the cameras were set up around the dropbox and that she has heard good responses about this permanent change. Chair Richardson stated that he took pictures and sent them to the Board Members and that Board Member Schmelz had expressed concerns regarding whether or not the box was secure enough. He recommended exploring other options for the lock. The Board discussed further, and Director Pitts stated that she would follow up with maintenance regarding the security of the dropbox.

- C. Director Pitts provided an update on the Election Certification process. She stated the office had until Friday, June 19, 2020, to certify the June 9, 2020 election. Director Pitts said UOCAVA (military) ballots had to be received by today, Friday, June 12, 2020. She continued and stated voters that voted provisionally had to provide if required by the same timeline. The goal starting the following week would be to get ballots scanned and certify by that Friday. Chair Richardson asked if all Absentee Ballots were received and counted. Director Pitts responded the office had received 23,700 Absentee By Mail Ballots, and they had all been counted and scanned. Board Member Brown asked how many Ballots were placed in the dropbox. Director Pitts stated 2,500 on Election Day. The Board discussed further, and Vice Chair McBride thanked Director Pitts and the office staff for working through the problems and time put in by the staff. Board Member Brown echoed Vice Chair McBride's comment. Chair Richardson said he would hold his comments until the Board Member comments section of the agenda.

## **VI. New Business**

A. Chair Richardson made a motion to recognize past Director Tina Lunsford as a Henry County employee for 20 years, an employee of Elections for 13 years, and a Director of Elections for 5 years. He stated that he and Vice Chair McBride had conversed about the recognition guidelines they co-wrote and agreed the recognition required a vote from the Board. Chair Richardson stated the recognition would take place at the next meeting on July 1, 2020. Vice Chair McBride and Board Member Brown seconded. The motion carried 3-0-1, with Board Member Schmelz abstaining because it doesn't include staff honored by the County.

### **VII. Board Member comments**

Chair Richardson made comments regarding the June 9, 2020, election and commended the voters for their patience, poll workers for their commitment, and agreeing to serve on the frontline and the Elections staff for their tireless efforts. He further stated many things had gone well; however, we could and must do better.

### **VIII. Announcement- Next Board Meeting on July 1, 2020**

Chair Richardson announced that the next meeting would be on July 1, 2020, in person at 1:00 pm.

### **IX. Adjournment**

Vice Chair McBride made the motion to adjourn the meeting; Board Member Brown seconded. The motion carried 3-0-~~1~~ with Board Member Schmelz abstaining.0-

**Exhibit A**  
**PUBLIC NOTICE**

Notice of advanced voting for the August 11, 2020 General Primary / General Non-Partisan Run Off Election. Voting will be conducted at the following locations and times listed below. Last day to register to be eligible to vote in the August 11, 2020 General Primary / General Non-Partisan Run Off Election was May 11, 2020. Voters may check their voter registration at [mvp.sos.ga.gov](http://mvp.sos.ga.gov). For further information or to request an absentee ballot call 770-288-6448.

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Elections & Voter Registration Main Office: 40 Atlanta St., McDonough

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July 20<sup>th</sup> – 24<sup>th</sup> 8:00 am – 5:00 pm  
July 27<sup>th</sup> – 31<sup>st</sup> 8:00 am – 5:00 pm  
August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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Merle Manders Conference Center: 111 Davis Rd., Stockbridge

July 20<sup>th</sup> – 24<sup>th</sup> 8:00 am – 5:00 pm  
July 27<sup>th</sup> – 31<sup>st</sup> 8:00 am – 5:00 pm  
August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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Fortson (Hampton) Library: 61 McDonough St., Hampton

July 27<sup>th</sup> – 31<sup>st</sup> 8:00 am – 5:00 pm  
August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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Locust Grove Library: 115 M.L.K. Jr. Blvd., Locust Grove

August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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Fairview Recreation Center: 35 Austin Rd., Stockbridge

August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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JP Mosley Recreation Center: 1041 Millers Mill Rd., Stockbridge

August 1<sup>st</sup> (Saturday) 9:00 am – 4:00 pm  
August 3<sup>rd</sup> – 7<sup>th</sup> 7:00 am – 7:00 pm

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