

DeKalb County Board of Registration and Elections

Meeting Minutes

June 8, 2023

Start Time: 4:40 p.m.

End Time: 5:37 p.m.

Board Attendees: Chair Dele Lowman
Vice-Chair Nancy Jester
Anthony Lewis
Susan Motter
Karli Swift

Other Attendees: Keisha Smith, Executive Director
Terry Phillips, Deputy County Attorney
Irene Vander Els, Senior Assistant County Attorney

APPROVAL OF AGENDA

Chair Lowman called the meeting to order at 4:40 p.m. Ms. Austin read the roll by calling each board member by name. All members were in attendance.

Motion by Vice-Chair Jester, seconded by Ms. Motter, to approve the agenda. The motion carried unanimously.

APPROVAL OF MINUTES

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to approve the minutes of the May 11 meeting. The motion carried unanimously.

PUBLIC COMMENTS

Ms. Austin read the rules for public comment:

Public comments may be made in person or submitted by sending an email of one printed page or less at a minimum font of 12 to electionspubliccmnt@dekalbcountyga.gov which must be received between 35 and 5 minutes before the scheduled start of the meeting. The body of your email must include your first and last name. Abusive, profane, or derogatory language will not be permitted. By submitting an email for public comment, you agree to have your name and the email broadcast on the UStream and entered into the record and minutes. The DeKalb Board of Registration and Elections reserves the right, at the DeKalb Board of Registration and Elections' sole discretion, to (1) add your email to the record/minutes without reading any of it into the broadcast or (2) read all or a portion of your email into the record/minutes.

The following citizens provided public comment:

- Gail Lee
- Liz Throop

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ITEMS FOR DISCUSSION

A) Director's Report

Director Smith provided updates on registration, inventory, and records retention activities; plans to allow community organizations to adopt polling places; the hiring of a Warehouse Manager and a Registration Technician; and a training series for staff. She provided an update on the budget. She announced the creation of the electionsorr@dekalbcountyga.gov email address dedicated to open records requests. She discussed communications activities.

Director Smith saluted Chair Lowman and her tenure serving the voters of DeKalb County.

Ms. Motter asked when the fiscal year began. Director Smith responded that the budget covered the calendar year. Ms. Motter asked about the reclassification of \$500,000 from temporary personnel services to election expenses. Mr. Daniel provided details about that transfer. Ms. Motter asked if the voting hubs would be covered by a supplemental request. The Director responded that it would.

Vice-Chair Jester asked exactly what dates the budget report covered. Director Smith responded that it covered January 1 through May 31. The Vice-Chair asked about the budget amendment. The Director responded that she would be requesting an amendment before the midyear process.

Ms. Motter commented that she hoped the county would be able to resolve problems paying Board members' stipends.

Ms. Motter asked about the Other Rentals category in the budget. Mr. Daniel responded that they covered truck rentals.

Ms. Swift asked for details about the Adopt a Precinct project. Director Smith responded that there would be a series of town hall meetings with community organizations to increase awareness of the opportunity. Chair Lowman commented that nonprofit volunteers would be able to donate their poll worker pay to their organizations.

ITEMS FOR DECISION

A) Voting Hubs

Director Smith requested approval to sign an agreement to purchase voting hubs.

Motion by Ms. Swift, seconded by Vice-Chair Jester, to open discussion.

Ms. Swift asked if the purchase included new ballot marking devices. Director Smith responded that the hubs would contain the department's existing BMDs. Ms. Swift asked how the quantities had been determined. The Director responded that it was based on the number of units currently sent to each precinct. Ms. Swift asked if the department had space to house the hubs. The Director responded that the county had provided new space in the current building. Ms. Swift asked how the cost of delivery would change. The Director responded that she did not anticipate the cost changing overall.

Vice-Chair Jester asked how it was determined how many of each type of hub to buy. The Director responded that most hubs contained four touchscreens and that the smaller hubs would be used to round out the allocations for each precinct.

Motion by Ms. Motter, seconded by Vice-Chair Jester, to authorize the purchase of 688 voting hubs from Runbeck Election Services, Inc. at a price of \$2,241,925, plus associated costs, and authorize the

Executive Director to execute all necessary documents in a form approved by the County Attorney. The motion carried unanimously.

B) Scott/Clairemont East Precinct Boundary Change

Director Smith requested a precinct boundary change relating to an annexation which had been approved since the last meeting.

Motion by Ms. Motter, seconded by Vice-Chair Jester, that the Board of Registration and Elections petition the County's Governing Authority to approve the staff's proposed alterations and changes to precinct boundaries in compliance with the law, noting that any alterations or changes to precincts approved by the Governing Authority shall not become effective for the next election unless approved more than 60 days prior to a general election or 30 days prior to a special election, and to authorize staff to take any other actions to ensure compliance with the law, including publication of the proposed changes and filing any approved changes. The motion carried unanimously.

BOARD COMMENTS

Chair Lowman reflected on her time on the Board and shared her thanks.

The other Board members commemorated the Chair's service.

ADJOURNMENT

The meeting was adjourned at 5:37 p.m.