



# DeKalb County Government

Manuel J. Maloof Center  
1300 Commerce Drive  
Decatur, Georgia 30030

## Draft- Minutes

### OPS-County Operations Committee

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Tuesday, May 4, 2021

1:00 PM

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*This meeting will be conducted via teleconference (Zoom). Simultaneous public access to the meeting will be available  
(1) via live stream on DCTV's webpage,  
(2) on DCTVChannel23.TV*

**Present**      3 - Commissioner Ted Terry, Commissioner Steve Bradshaw, and Commissioner Robert Patrick

Meeting Started At: 1:00pm

Attendees: Commissioners Terry, Patrick, Bradshaw, Cochran-Johnson, Rader, Davis Johnson

#### I. MINUTES

**2021-2513**      Commission District(s): All Districts  
Minutes for the April 20, 2021 County Operations (OPS) Committee Meeting;  
**MOTION was made by Robert Patrick, seconded by Ted Terry, that this agenda item be approved. The motion carried by the following vote:**

**Yes:** 2 - Commissioner Terry, and Commissioner Patrick

**Abstain:** 1 - Commissioner Bradshaw

#### II. DISCUSSION

Administration VRE Consultant

*-presentation from Deborah Covin Wilson*

*-Question Commissioner Rader: another element of the engagement of the general election cycle was the interaction between 3rd party consultants, the administration, and internal departments. Are you going to do any interviews that reflect the nature of that relationship, and the efficacy of the third parties in their work with the county? Is it possible to identify what the appropriate role of third party expertise is in the process, and how it fits within the county, and how we should prepare in the future to rely upon that capacity?*

*COO Williams: that was thought of adding into this conversation there were some interactions between our depts and third parties but they were limited interactions. I will take a look into this, and I believe there needs to be another comprehensive assessment that will involve VRE staff, third parties. I will talk with Director Hamilton and team to review if we can incorporate this in a future phase.*

*Commissioner Terry: the Community Elections ad hoc committee will be the venue in which the conversation can continue. The final report coming on June 28, coming with the Board of Voter Registration reconstructed, will allow us to review next steps after the dissemination of the after-action report.*

*-Question Commissioner Davis Johnson: What are the written practices, procedures, and policies of the VRE? If we don't know the foundation, we won't know what we are building upon. A true comprehensive assessment will need to ensure we know the basic policies and procedures within the VRE; otherwise we would have an incomplete assessment.*

*Director Hamilton: I have spoken with Ms. Wilson and will work with her to put together a comprehensive plan with our office.*

*Question Commissioner Terry: There are at least two commissioners here, maybe more that were more involved in the previous adoration of the elections Stakeholder Work group. Would it be appropriate for former members that were involved with last year's Stakeholder group operations to also take the survey, understanding that all the questions may not be relevant but there might be some insights from their point of view through the committee and policy work.*

*Deborah Wilson: Would could do that possibly through 2 ways. Surveys and focus groups can be utilized to provide qualitative information*

*Question TT: Are there any commissioners interested in that focus group?*

*Commissioners Rader, Cochran-Johnson, MDJ have expressed interest*

*Z Williams: let us keep discussing with the department and Ms. Wilson; there are ways in which we can accomplish what we are looking for, as the initial scope did not include today's interests.*

*Question TT: in terms of the survey, how much are you attempting to capture and take into account operations as they existed within COVID, as opposed to if there was not a pandemic?*

*D Wilson: we are going to ask open ended questions that should allude to that; our preliminary conversations did state that if we were not in a pandemic, it would be a challenge to secure the types of resources that were present during the elections cycle. Z Williams: there will also be 9.5M likely off the table from a previous grant; these past efforts did include that infusion. We should plan now to leverage our resources to prepare for operations past COVID.*

*-Question MDJ: some of the grant funds that were received, was anything implemented through those funds that will become permanent*

*Z Williams: We will provide a list of the items that will become permanent, such as equipment and machinery*

*-Question MDJ: will the report be inclusive of those changes to include the additional equipment/money? We want to ensure we know what is happening with VRE so that we can be better informed when it is time to appropriate.*

*D Wilson: We will provide another update once we receive the data from the first survey*

*TT: We will have you back in committee in 30 days or so to discuss that report*

### III. AGENDA ITEM

*Previously Heard Agenda Items:*

2021-2095

Commission District(s): ALL

CA - Cooperative Agreement for Desk/Cubicle Office Furniture: for use by the Department of Voter Registration and Elections (VRE). Consists of piggybacking off the competitively let Statewide Contract (SWC) No. 99999-001-SPD-0000100-0002 for the purchase and installation of desk/cubicle furniture. Awarded to: 5-Star Office Furniture, Inc. Amount Not To Exceed: \$135,136.75.

**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 5/11/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-Director Hamilton: items were paid through grant funding. 6 cubicles were added into our main area, as well as 6 office spaces so that we could be more spread out and be COVID-compliant*

*-Question LCJ: There was a request for funding for VRE that we didn't have in the budget; is this one of those line items that was requested, and when will we have an update on the itemization of the request from the VRE? Has SB 202 changed your request?*

*Director Hamilton: this item was not part of the initial request, which was for additional staff to help that can also be in response to SB 202; I will be in contact with COO Williams to work on any requests as it relates to the mid-year budget.*

*Z Williams: in FAB we have presented a timeline for the budget; I would suggest OPS members be available during this meeting to hear departmental requests; we are also working with departments to retrieve their requests.*

*New Agenda Items:*

2021-2418

Commission District(s): ALL

REN - Oracle Technical Support Services and Software Licensing (Sole Source - Annual Maintenance Renewal): Contract Nos.: 1247705, 1247711, 1247713 and 1247714 for use by the Departments of Innovation and Technology (IT). This contract consists of the provision of licensing and support for all Oracle Applications. Awarded to Oracle America, Inc. Total Amount Not To Exceed: \$1,197,487.49 **MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 5/11/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-V Ernstes: commissioners you will see a substitute item on Tuesday that rescinds the previous agenda item passed and adopts this items*

Meeting Ended At: 1:40pm

**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be adjourned meeting. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

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Barbara H. Sanders-Norwood CCC, CMC