

**MINUTES OF THE MEETING OF THE BOARD  
OF REGISTRATION AND ELECTIONS  
DEKALB COUNTY  
June 29, 2020**

The DeKalb Board of Registration and Elections convened to conduct its monthly meeting on June 29<sup>th</sup>, via teleconference (Zoom) while simultaneous available via livestream on DCTV's UStream channel (<https://video.ibm.com/channel/dctv-channel-23>).

Present:                   Anthony Lewis, Board Member  
                              Susan Motter, Board Member  
                              Dele Lowman Smith, Board Member  
                              Baoky Vu, Board Member  
                              Erica Hamilton, Director  
                              Terry Phillips, Deputy County Attorney  
                              Irene Vander Els, Assistant County Attorney  
                              Shelley Momo, Assistant County Attorney  
                              Sharon Hillman, Administrative Coordinator

Mr. Tillman called the meeting to order at approximately 4:34 PM and the agenda was adopted.

Minutes

A motion was made by Mr. Vu to approve the minutes from the May 14, 2020 meeting. Ms. Smith seconded the motion. The question was called, and the motion passed unanimously. Ms. Smith motioned to approve the minutes from the May 22, 2020 special called meeting. Mr. Vu seconded the motion. The question was called, and the motion passed unanimously.

Comments from the Public

Fourteen citizens emailed their comments between 4:30 PM and 5:00 PM. They are attached to the minutes.

New Business -

- A) June Election Overview – Ms. Hamilton presented on the June 9, 2020 Election. She stated that there were many takeaways learned from the election. There will be small changes made such as additional training classes for poll workers and having IT professionals on the field to assist the department. Ms. Hamilton also stated that the metro counties met with the state to discuss ways to improve upcoming election. Ms. Hamilton stated that overall with the trying circumstances, the election went well.

Mr. Vu asked about ways to increase polling precinct locations, the number of ballots drop boxes throughout the county, and increasing communication. Ms. Hamilton expressed that the department is waiting for the SEB to meet about making the drop boxes permanent as the original rule was only for the June 9, 2020 Election. If the

SEB rules to make the drop boxes permanent, the department will add drop boxes. She also explained that the SEB is in the initial phase of considering allowing voters to drop their absentee ballots off at polling places on Election Day.

Ms. Motter commented that she would like to see more agility with updating the website with important changes and would like to see more signage for polling location changes. Ms. Hamilton explained that we will be getting additional signs for the August election.

Ms. Smith asked about having poll workers set up machines the night before the election and how the department is addressing power issues and social distancing regarding the limited number of machines that were able to be setup at polling locations. Ms. Hamilton stated that there were issues with setting up early due to new SEB rules and the new equipment. However, the department is currently trying to work out ways so that poll workers can set up machines the night before. Ms. Hamilton explained that the main reason for a lower number of machines was not due to power but due to social distancing, but the Department will work to have as many machines set up in each location for future elections.

Mr. Lewis asked about receiving input from poll workers. Ms. Hamilton explained that the department has a debriefing with area managers and reviews the reports that each poll manager completes to learn from the election.

Mr. Tillman explained that the senior staff is meeting on how to proceed with the future elections. He also stated that they are working to increase the physical space for the office.

Ms. Smith asked about the security of ballots during tabulation. Ms. Hamilton stated that ballots remain in a locked room and are always under video surveillance.

B) Runoff Advance Voting Times and Locations - Ms. Hamilton proposed to have three advance voting sites (VRE Office, South DeKalb, and Dunwoody Library) starting July 20<sup>th</sup> and ending August 7<sup>th</sup> with the hours of Monday – Friday 8 AM to 6PM. There will be Saturday voting 9 AM to 4 PM on August 1<sup>st</sup>. Ms. Smith motioned to adopt the staff's recommended times. Mr. Lewis seconded the motion. Ms. Smith inquired about anticipated turnout and if the department is confident only three locations will suffice. Ms. Hamilton stated that with looking at advance turnout for previous elections and the number of absentee applications received for the runoff, the staff does believe three locations will suffice. Mr. Vu asked if it was possible to expand the number of voting locations for future elections. Ms. Hamilton stated that it was possible. The question was called, and the motion passed unanimously.

C) Runoff Poll Place Changes – Ms. Hamilton recommended to keep same polling place changes for the runoff as it is a continuation to the June election and as not to cause more confusion to the voters. Mr. Vu discussed concerns regarding schools and COVID-19 for November. Ms. Hamilton stated that as of now, the School Board does not foresee any

issues and that the department will return to original locations in November if possible. Mr. Lewis asked if the department has received a high number of absentee ballot applications compared to previous runoffs and Ms. Hamilton stated no.

D) Consultants' Recommendations – Ms. Smith stated that the task force met and did an after-action review of the June 9, 2020 election and will be making further recommendations that will go to the OPS Committee. Mr. Vu added that upcoming SEB meeting will provide further detail on what the department can do. Mr. Vu also requested that Ms. Hamilton to provide a summary of the meeting the metro counties held as it is vital to understanding what needs to be requested at the state level. Ms. Hamilton stated that many of the recommendations the consultants provided were already in the works such as an upgraded security system. Mr. Vu also echoed the importance of increasing press/communication releases. Mr. Tillman stated that the goal is to have every eligible citizen registered to vote but also stressed that importance of the voter staying knowledgeable and informed.

E) Board Roles & Protocols – The Board was provided information that the states offers all new board members. Ms. Smith discussed the importance of clear roles for the board and stated that each board member had unique leadership knowledge and expertise that should be utilized. Ms. Smith stated that she would like to review the by-laws during a future meeting. One specific situation discussed was the approval of the department's budget. Mr. Vu stated that is helpful for the board members to be knowledgeable on issues such as budget as members can be powerful advocates for the department.

Commissioner's Comments: Commissioner Jester shared the Executive Summary of the consultant's recommendations. A copy can be found attached to the minutes. Commissioner Jester also stated the board should not hesitate to reach out to Finance, Audit, & Budget (FAB) Committee regarding the department's budget. Commissioner Jester expressed the importance of the county and department's responsibility to communicate with voters, count their voters timely and allow voters to cast their votes timely.

#### Director's Report

Ms. Hamilton stated that the June 9, 2020 Election was certified and that the department has started preparing for the August Runoff. The department will mail out all non-rollover ballots to absentee voters. Ms. Hamilton expressed that the metro counties will start to have biweekly meetings so that best practices can be utilized by the counties. Mr. Tillman asked Ms. Hamilton to explain the ballot review panel. Ms. Hamilton explained that independent review panel's job is to determine the voter's intent per Georgia Law. Mr. Lewis asked about manual review vs. machine review. Ms. Hamilton explained the adjudication process. Mr. Tillman stated that the department is working to quickly make the necessary changes for the August Runoff. Ms. Motter asked about updating the website, and Ms. Hamilton stated that the website overhaul got pushed back but it will still be completed.

Executive Session - Mr. Tillman asked for a motion for the Board to go into Executive Session to consult with legal counsel regarding litigation. Ms. Smith motioned to go into Executive Session. Mr. Vu second the motion. The question was called, and the motion passed unanimously. The

Board excused themselves to another video conference, after which, a motion was made by Mr. Vu and seconded by Ms. Smith to go back into regular session. Mr. Tillman stated the motion was made and seconded. The question was called; the motion was approved; and the meeting was called back to order with the following statement: "No decisions were made, and no votes were taken while we were in Executive Session." A signed affidavit to this effect will be placed with the minutes.

Comments from the Board – Mr. Vu thanked the Board and Ms. Hamilton. He stated he appreciates the support of the commissioners and the stakeholders. Mr. Lewis thanked the public for their comments and suggestions. He expressed the importance of communicating with the public. He also thanked the staff for their hard work.

There being no further business, the meeting was adjourned.

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Sharon Hillman, Administrative Coordinator.  
Registration and Elections

Public Comment

Submitted by Ward H. Silver, 2108 Meadowcliff Dr. NE, Atlanta, GA 30345

To the Board:

Drop boxes placed at every polling location during both early voting and on August 11 (as well as November 3 and its early voting) would be an excellent way of mitigating the long lines for in-person voting for those with absentee ballots not mailed before early voting begins. Further, for those voters whose MyVoterPage doesn't show that their ballot had been received as of August 11, and later on November 3, drop boxes are the responsible back-up for anyone rightly concerned with exposure by having to wait on line.

Please speak to the reasons why this option can't be utilized with over a month to prepare. Drop boxes were employed in the June 9 Primary: how did that go, what did you learn, and how can you improve their use in late July and on August 11 so as to be ready for the General Election?

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Submitted by Jim Williams, 4297 Wesley Meadows Dr.

Please explain the process of preparation for the DeKalb Board of Registrations and Elections. If all of the voter activities are currently scheduled and on the calendar, what work has begun and being done to prevent problems as the next elections approaches?

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Submitted by Janet Grant, 239 Greenwood Circle, Decatur, GA 30030

Dekalb County Board of Elections,

While I submitted comments for your meeting last week that were not acknowledged, I am resubmitting and updating below with a few recent developments.

I am a relatively new resident of Georgia and was dismayed to see how the June 9th primary played out. This was the most effort that I have had to put into exercising my constitutional right to vote across more than 40 years of voting in five states. I was also appalled to hear of the experiences of many others including not receiving requested absentee ballots, hours long lines at polling locations, new system equipment issues, absentee ballots rejected for signature match issues and poll location changes made at the last minute.

I urge the Board to immediately address the many issues that arose, so that voters can have access to a much improved process in August and November and beyond. I know that several organizations have submitted comments, including the Dekalb Democrats, and concur with those detailed recommendations based on observations of the process. I want to emphasize a few high level recommendations that could make a real difference for voters:

I strongly support the plan of the Secretary of State to implement a secure on line portal for the request of absentee ballots. I understand this will dramatically streamline the processing required by the county staff and urge implementation as soon as possible to support requests for the remaining elections in this cycle. I urge the Dekalb Board to support this implementation with wide communication of the availability of the portal and support for voters on how to use the safe vote by mail option this fall.

In the meantime, it will be critical to appropriately staff for the processing of absentee ballot requests and processing of the actual absentee ballots. Long delays in the processing this last cycle, resulted in much voter frustration and I am sure in many cases, voters submitting multiple requests which only exasperated the volume issues. In addition, drop boxes now in place across the county should be available for use for the applications in addition to actual ballots—alleviating the need for postage and ensuring voters that their requests were received.

For those voters that choose to vote on Election Day, it is critical that polls be accessible and staffed with trained poll workers. I know the Secretary of State is encouraging community groups to “adopt” a polling location. I am aware of several organizations across Dekalb County that would be interested in supporting poll worker recruitment and encourage the Board to accept this type of collaboration.

Update:

I became aware of the recent consultant report when viewing the Elections Stakeholder Working Group Meeting last week. On review of the report, I encourage full adoption of this thorough assessment and recommendations—adn a commitment to the funding investment required for success. Strategic leadership is critical and as recommended, an effective leadership team is required to implement the broad recommendations.

I was thrilled to learn of the bold steps being taken in Fulton COunty today to dramatically improve their election process. Dekalb County can and should be bold in its plans as well.

I appreciate the opportunity to submit these comments and your efforts to improve the election process in Dekalb County.

Sincerely,

Janet Grant  
239 Greenwood Circle  
Decatur, GA 30030

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Submitted by James Kvicala

To: Board of Voter Registration and Elections for DeKalb County GA

Dear members,

My name is James E. Kvicala. I am a registered voter residing at 1865 Georgiana Dr Ne 30329.

I have been trying without success to determine the status of my absentee ballot cast June 9th. I dropped my ballot along with that of my wife, Mary L. David, in the outdoor collection box located at Brookhaven City Hall.

According to the Georgia Secretary of State's My Voter web page, my wife's ballot has been recorded as being received, while I can't get a status for mine. My phone messages to the DeKalb Voter Registration office received no response.

I don't see how the results of the July 9th primary can be finalized if voters can't be sure their votes were counted.

Sincerely,  
James E. Kvicala

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Submitted by Pamela Cummins, 2304 Spring Creek Road, Decatur 30033

Three voters in my house.

I was going to be in NY on the original date. Went online and filled out absentee ballot application. Interestingly, the application says "ballot to be: Mailed; Electronically Transmitted". Of course, to make it more difficult, nowhere does it say where to mail or transmit. That required calling and holding. Finally got through and electronically transmitted the application. The ballot never arrived in NY.

I then got applications in the mail for all three of us. We filled out and mailed in. My son got a letter back saying his "signature was challenged". He signed and mailed back.

All three of us got mail-in ballots, filled in and mailed all of them three weeks before election.

Checking SOS site for updates:

Mine came through as "received" the day before the election.

My son's still said "challenged", even though he received the ballot after mailing in his signature again. He ended up going to the polling site (which had been moved). They told him he would have to wait until a call was made because his signature was "challenged". Even though he was standing there personally with his driver's license and personally knew two of the people working at the polls. He waited. He finally voted. The SOS site still has him listed as "challenged".

The third voter in the house still shows as "Registration not Located" on the SOS website.

Three people jumping through hoops to try to exercise our right to vote. Only one of our votes has been verified.

Sickening.

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Submitted by John Jackson

Dekalb County Commissioners Dekalb County Board of Registration and Elections Free and fair elections are the cornerstone of a well functioning democracy. What we witnessed on June

9th put that goal at risk in Dekalb County and eroded voter's confidence in the process. Our poll monitors and members reported wide ranging issues throughout the primary process including issues with timely processing of absentee ballot requests, receipt of actual ballots, submission acknowledgement and the actual counting of ballots. We also saw many problems on Election Day starting with last minute polling place changes, lack of voter notification of those changes, equipment issues, and long lines at polling locations. These issues all served to disenfranchise voters and are unacceptable. We must and can do better in Dekalb County. I am writing to demand that immediate improvements be made to ensure future elections support the right of every voter in Dekalb County to cast their ballot without barriers. With historic turn out anticipated in the November general election, it is imperative that significant actions be taken now. Dekalb Dems stand ready to support this process including advocating for required funding investments. Specifically, we ask that you as the officials responsible for elections in this county to:

1. Fully adopt and implement the recommendations and action plan laid out in the May 29th consultant report by The Elections Group. We appreciate the investment in this consultant engagement and strongly support their recommendations. The comprehensive report focuses on filling identified critical gaps and positioning Dekalb County as a leader in administering elections. As they advocated, these improvements are ONLY possible with increased investment in executive level staffing, space, systems and equipment.
2. Prioritize actions to improve the vote by mail process. This includes immediate improvements in the current process while planning strategically to implement future changes made possible by the Secretary of State request portal. While we saw record numbers of voters choosing to vote by mail for the June 9th primary, we also heard significant voter frustration with the process—and our monitors witnessed the laborious manual process of processing of these ballots. Improvements are needed for this to be viable in November, both to address anticipated volume and for a potentially serious COVID environment.
3. Proactively plan for Election Day in November when record turn out is expected. First by encouraging voters to use vote by mail and early voting options and second with a robust plan for accessible polling locations that can accommodate the new voting system and equipment, and recruitment and training of poll workers to adequately staff. We are aware of numerous community organizations that are well positioned to assist with poll worker recruitment and encourage your collaboration to enlist this support.
4. Communicate, communicate, communicate with voters and stakeholders. Transparency is essential to regain voter confidence and collaboration with many stakeholders will also support this goal. From a user friendly web site to active social media, all means need to be taken to encourage and educate regarding vote by mail and early voting options to lessen the burden on Election Day. An intentional comprehensive communication plan with dedicated staffing is required to advance these strategies. I know you share the goal of providing accessible, efficient and fair elections in Dekalb County and we look forward to working with you as actions are taken to reach these goals.

Sincerely, John Jackson Chair Dekalb County Democratic Committee

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Submitted by Karen McCown, 429 Chelsea Circle, Atlanta, GA 30307

For the Board of Elections representative: What will you do to implement the recommendations of the DeKalb County Voter Registration & Elections report prepared by The Elections Group



dated May 29, 2020? If you do not plan to implement specific recommendations, which ones do you plan to omit and why? If the Board of Elections has not reviewed the report, when we might expect to have feedback on it?

Thank you – KMc  
Karen McCown  
429 Chelsea Circle  
Atlanta, GA 30307

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Submitted by Deirdre Pierce

I would like to know what happened to cause such confusion on June 9 and the extreme delay in getting election results; and what will be done to avoid this type of issue in November? Thank you.

Deirdre

Mrs. Deirdre Pierce

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Submitted by Greg Studdard

To: Commissioner Jeffrey Rader

From: Greg Studdard

1.(a) Which of the consultant's recommendations will not be completely implemented before the August run off? (b) Which will not be completely implemented before the November General Election?

2. (a)How many absentee ballots were sent out for the June primary?

(b)How many were received by the BRE?

(c)How many were accepted, counted and reported in the certified tabulation?

(d)

How many were not accepted and how many voters were informed in a timely manner of the reasons for rejection?

(e) how many voters cured the defects and how many voters did not cure the defects?

Thank you for your attention to these questions.

Greg Studdard

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Submitted by Bethann Frillman, 1659 E Clifton Rd NE, Atlanta, GA 30307

As a volunteer on the voter hotline, I spoke with dozens of voters from DeKalb county that struggled to vote:

- Voters whose absentee ballot requests were never processed despite waiting over a month
- Voters whose absentee ballots requests were processed too late to return on time, many tried to contact the county numerous times.
- One voter express mailed her ballot back, another voter in Minnesota taking care of her mother

was unable to return her ballot in time.

- Many senior citizens gave up and went to vote in person, despite the virus risk.
- I spoke to voters who had been standing in line for hours, with no end in sight.
- One voter at New Baptist Church called to tell me she could wait, but she was worried about senior citizens standing in the dark near the end of the line.

And this was a primary. Voter turnout is likely to be more than double. There could be more than 300,000 absentee ballot requests.

As a community, we need to take swift and dramatic action to improve the outcome for the November election. It starts with the Board today.

We need you to adopt and implement the consultants 3 month plan, beginning with:

- Voting today to bring in outside consultants to plan, manage and scale up vote by mail.
- Hire a communications firm to conduct a large scale voter education campaign - especially to increase early vote turn out to take pressure off election day
- Increase management capacity to plan for: increased early vote sites and capacity, expanded recruitment of younger tech savvy poll workers, additional hands on training on new voting system, early confirmation of polling place changes and planning for social distancing guidelines,
- And implementation of the remaining process improvements and documentation

Please begin this process today and maintain open communications with the public regarding the status of these actions.

Bethann Frillman

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Submitted by Jonathan Grant, 3531 Evans Ridge Drive, Chamblee, GA 30341

To the DeKalb Board of Registration and Elections:

Please update the advance voting information listed on your website--daily and by location.

<https://www.dekalbcountyga.gov/sites/default/files/users/user3587/6.2.2020%20Early%20Voting.pdf>

Jonathan Grant  
3531 Evans Ridge Drive  
Chamblee, GA 30341

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Submitted by Susannah E. Scott, 2557 Hawthorne Drive NE, Atlanta, Georgia 30345

Chairman Tillman, Vice-Chairman Vu, and Board Members Lewis, Lowman-Smith, and Motter: Thank you for the opportunity to share my thoughts regarding the June 9th election. I am Susannah Scott, the president of the League of Women Voters of Georgia, and a life-long resident of DeKalb County. I am committed to the League's mission of empowering voters and defending democracy. What we witnessed last Tuesday, and in the period leading up to Election Day, was the failure of the State and DeKalb County's Board of Registration and Elections to adequately safeguard DeKalb County voters' franchise.

I want to first acknowledge the hard work and diligence shown by poll workers and election staff who dealt with an unprecedented Primary Election turn out and absentee ballot returns. Their efforts and dedication during global pandemic exemplify the best attributes of our fellow citizens. However, in many ways, these dedicated workers were handicapped by decisions made by the State Election Board, the Secretary of State, and your Board, which led to too many inexcusable problems for DeKalb voters.

While I readily acknowledge that the COVID-19 pandemic has exacerbated a challenging election process that was already complicated with the roll out of a complex new voting system, this Board had ample opportunity to anticipate and counter many of the hurdles experienced by voters during the Primary Election.

I appreciated Mr. Vu's testimony to the House Governmental Affairs Committee: Elections Investigative Hearing on June 18th, and I believe he had some sound suggestions which I hope are taken on board by the Legislature, Secretary of State, and State Election Board, and that you all vocally support those recommendations. At the DeKalb level, I encourage you to take the following steps as you prepare for both the August 11th Run-off Election and the November 3rd General Election:

- Hold a debriefing session with the Elections staff and all Poll Managers to determine what went right during early voting and election day, and where improvements are needed.
- Re-assess all polling locations to ensure they have adequate power supplies for the new machines.
- Determine, prior to the start of early voting, where all absentee ballot drop boxes will be located and ensure that information is posted in a timely manner.
- Actively begin recruiting for new poll workers to replace traditional workers who are opting not to work the polls during the COVID-19 pandemic.
- Arrange multiple small, in-person training sessions for new and existing poll workers, within CDC meeting guidelines, to ensure that all poll workers are familiar with the new voting machines and are capable of solving basic equipment problems quickly.
- Pair new and experienced poll workers in each polling location in order to capitalize on institutional memory.
- Ensure each polling location has a sufficient number of paper/provisional ballots.
- Ensure all poll workers have a clear understanding of both how to handle voters who requested absentee ballots but have opted to vote in person (whether because they never received their ballot, or decided they'd prefer to vote in person), as well as when it is appropriate to have voters vote on a provisional ballot.
- Design consistent and highly visible signage that can be placed at each closed polling location to direct voters to the emergency polling location.
- Ensure better, more timely, and more transparent communication with DeKalb voters.
- Re-assess the Registration and Elections' budget and request adequate funding from the Board of Commissioners for supplies, equipment, staffing, and training.
- Petition the Secretary of State to proactively send every registered voter an absentee ballot in light of the pandemic.

Thank you for your time and attention to this matter. The League of Women Voters stands ready to assist DeKalb to ensure all DeKalb voters have full and equal access to the ballot box in the upcoming elections.

Sincerely,  
Susannah E. Scott  
2557 Hawthorne Drive NE  
Atlanta, Georgia 30345

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Submitted by Joyce F. Glucksman Esq., 2976 Sylvan Ramble Rd. NE, Atlanta, Georgia 30345

Aren't there sufficient unemployed people who could be hired and trained as poll workers? What are you doing to hire and train poll workers for August and November?

Joyce F. Glucksman, Esq.  
2976 Sylvan Ramble Rd. NE  
Atlanta, Georgia 30345

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Submitted by Lisa L. Hoveland Eisen, 278 Connecticut Ave NE, Atlanta GA 30307  
Hello,

My name is Lisa L. Hoveland Eisen  
My address is 278 Connecticut Ave NE  
Atlanta GA 30307

I mailed in an absentee ballot for the presidential primary. I am not sure if my ballot was received as the choices for presidential party nominee did appear on my ballot when I voted in person on June 9 at my precinct (Candler Park); I was expecting that they would not appear, assuming that my mail in ballot had been received. When I returned home I tried to check the GA myvoter page to see whether my mail in ballot had been received, but the site 'could not find' my registration. I have since been able to get to my registration information on the site, but don't see whether my ballot was received or not.

When I did vote at my precinct on June 9, I waited in line outside, through a couple of rain showers for 2.5 hours. There were just 4 machines for all of my precinct. When I cast my votes, I got to the end of the ballot to find that none of the votes had been recorded. I asked a poll worker for assistance; he had to manually select the back button through all of the pages to get to the first page, then explained that I must select my choices by pushing my choice twice (once to highlight the choice, then again to check it), before selecting the 'next' button, also twice, to get to the next page. The instructions did not indicate that it was necessary to make each selection twice. However, I had already tried pushing the selection buttons 2 or 3 times on my first attempt to complete my ballot, but never got the check mark on my selections that first time through. My husband, who had voted earlier in the day, told me that he did not have to push his selections twice.

I sincerely hope that these issues will be corrected before the run-off election August 11.

Thank you,

Lisa Hoveand Eisen

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STATE OF GEORGIA  
COUNTY OF DEKALB

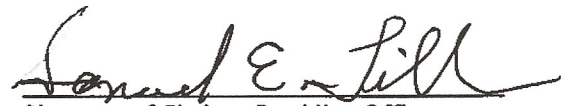
OPEN MEETING AFFIDAVIT


Personally came Samuel Tillman, who on oath says that, to the best of his/her knowledge and belief, on the 29<sup>th</sup> day of June, 2020, in the County aforesaid, a meeting of the DeKalb County Board of Voter Registration & Elections was closed to the public for the following reasons: [check appropriate line(s)]

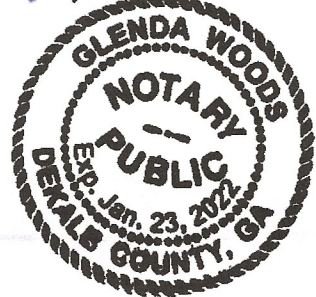
1.  Consultation with legal counsel pertaining to pending or potential litigation, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the County or any department, officer or employee thereof [O.C.G.A. § 50-14-2-(1)];
2.  Those tax matters which are otherwise made confidential by state law [O.C.G.A. § 50-14-2-(2)];
3.  Staff meeting held for investigative purposes under duties and responsibilities imposed by law [O.C.G.A. § 50-14-3-(1)];
4.  Meetings of a law enforcement agency, including grand jury meetings [O.C.G.A. § 50-14-3-(3)];
5.  The future acquisition of real estate [O.C.G.A. § 50-14-3-(4)];
6.  Meeting of the governing authority of a public hospital or any committee thereof when discussing the staff privileges or the granting of abortions under state or federal law [O.C.G.A. § 50-14-3-(5)];
7.  Meeting when discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee but not when receiving evidence or hearing argument [O.C.G.A. § 50-14-3-(6)];
8.  Meetings of the board of trustees or the investment committee of any public retirement system created by Title 47 [O.C.G.A. § 50-14-3-(8)];
9.  Inspection of physical facilities [O.C.G.A. § 50-14-1-(2)];
10.  Meeting outside of geographical jurisdiction of agency at which no official action is to be taken [O.C.G.A. § 50-14-1-(2)];
11.  Other (please provide legal authority): \_\_\_\_\_

and that except for the foregoing, no portion of the closed meeting involved discussion, presentation, or any action on any other matter.

Sworn to and subscribed  
before me, this 29<sup>th</sup> day of  
June, 2020.

  
Signature of Chair or Presiding Officer

  
Notary Public



# DEKALB COUNTY VRE FINAL RECOMMENDATIONS OF CONSULTANTS

## 3 Month Implementation Plan

### Executive Summary

These recommendations are possible to accomplish in the next three months and will have an immediate, positive impact on DeKalb's administration of the November 3, 2020 election. They should be implemented quickly, so that November 3 is not a repeat, or worse, of the June 9 election.

1. Increase management, process improvement, planning and voter outreach manpower in time to impact November election cycle.
  - Hire a COO or contract with consultants to plan for and manage process improvement in time for November election.
  - Hire or contract with a communications firm to achieve critical voter outreach.
2. Prioritize security and space investment to identify urgent security deficits and meet the needs of revised and documented policies and procedures.
  - Identify and secure additional space through January 2021 runoff election.
  - Install modern Security system
3. Improve critical voter services and implement a communication plan focused on the November 2020 election
  - Increase Advance Voting locations and hours
  - Contract with firm to complete website changes and assist with voter outreach
  - Document and communicate standard operating procedures
4. Streamline voter registration process
  - Implement the specific process recommendations to improve efficiency and accuracy of voter registration process.
5. Identify process and quality control tracking for Vote By Mail that can be implemented immediately.
  - Implement the specific quick hit recommendations to improve VBM processing.
  - Contract with an elections consultant to assist the VRE in managing the VBM process and surge of absentee voting through the 2020 elections cycle.
6. Conduct a review of the June 9<sup>th</sup> voting system roll out.
  - Assign a project manager to assess system failures from June 9 primary and implement process changes.
  - Begin to identify and recruit tech savvy poll workers for August 11 run off and November 3 general election.
  - Secure and increase early vote and election day locations, in light of Covid-19 concerns.
7. Prioritize short-term implementation of key election day issue tracking and security protocols.
  - Implement key recommendations to improve election day issue tracking, technical support and responsiveness.