

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 Wednesday, July 10th, 2019 in the Conference Room, of the Elections and Registrations Building, 40 Atlanta Street, McDonough, Georgia. Notice of this meeting was posted in the entrance foyer of the Elections and Registration Building. The Daily Herald was notified of this meeting. Those present were:

Mildred Schmelz, Chair and Democratic Party Appointee

Dan Richardson, Vice Chair and Republican Party Appointee

Donna McBride, Democratic Party Appointee

Arch Brown, Board of Commissioners Appointed

Also attending was: Tina Lunsford, Elections and Registration Supervisor, Grayson Davis, Shania Macklin.

Call to Order

Chair Schmelz called the meeting to order.

Acceptance of the Agenda

Chair Schmelz called for the acceptance of the agenda. Vice Chair Richardson made the motion to accept the agenda; Board Member McBride seconded. The motion carried 4-0-0.

Approval of the June minutes

Chair Schmelz called for the acceptance of the June minutes. Board Member McBride made the motion to accept the minutes; Board Member Brown seconded. The motion carried 4-0-0.

Board discussion and vote on new Chair and Vice Chair

The Board discussed the policy regarding the order of appointment for Chair and Vice Chair. Board Member Brown made the motion for Vice Chair Richardson to become the new Chair and to have Board Member McBride become the new Vice Chair; Board Member McBride seconded. The motion carried 4-0-0.

Supervisor Report

The Director updated the Board on the current status of the office. She explained the National Change of Address process that the office is preparing for.

The Director stated that the office is approximately half way through the process of visiting each polling place to verify ADA compliance. She stated that the polling place for Tussahaw has some accessibility issues. The Director also stated that the office is unable to contact the polling location for Stagecoach. The Board discussed the legal requirement and time frame for changing the polling locations and the potential impacts. The Director stated that there is enough time if the Board votes for changing the location in the August meeting. Board Member Schmelz made the motion to hold in abeyance any decision regarding changing the polling locations of the Stagecoach and Tussahaw precincts until the August meeting; Vice Chair McBride seconded. The motion carried 4-0-0.

Chair Richardson requested an update on the positions granted with the adopted budget. The Director stated that the office was guaranteed one new position and that the other position depends on the status of the budget. The Board discussed and determined to continue this topic under old business.

Old Business

The Board discussed having a meeting with the Finance Director and the County Manager. The Director stated that she had reached out to the Finance Director. The Finance Director stated that he would schedule a meeting when he is available. The Director stated that she will contact the County Manager to either schedule a meeting or request for her to attend the August Board meeting. The Board discussed and decided to have the Chair and Vice Chair attend the meeting with the Finance Director and said meeting will include funding for the new roles. Chair Richardson recommended having the County Manager and Deputy County Manager attend the August meeting.

Chair Richardson stated that the ES&S demonstration in Butts County had great attendance and asked if the Board had any comments. The Board discussed the topics from the demonstration including the potential training, explanation regarding barcodes, user friendliness of the equipment, the transportation of the equipment, and the storage of both the new and old equipment at the same time. The Director stated that there will be an issue with storing the equipment, the Board decided to discuss this issue with the County Manager when they attend the next meeting.

Chair Richardson brought up the proposed legislation changing the language of the Board of Commissioners appointee and the Directors term. He recommended sending the legislation to Representative Karen Mathiak, District 73. The Board discussed potential problems and decided to draft an email explaining the reasons for the changes to be sent to Henry County's Legislative Delegation.

Chair Richardson discussed the transportation of equipment and having a penalty based contract clause. The Board discussed the penalty and asked if there were any other counties that had an RFP with a penalty in place. The Director stated that the counties which responded didn't have a penalty. She also stated that only one replied with an RFP. She explained that most counties schedule with Penske or another rental service for each election. The Board discussed and decided to proceed with drafting an RFP for the 2020 election cycle. The Board decided to continue the discussion on this topic in the August meeting.

Chair Richardson and Vice Chair McBride presented the proposal for recommendations to recognize past Board Members to the Board. The Board

discussed the proposal and the changes included. Board Member Schmelz made the motion to accept the proposed revision to the guidelines for recognizing Members of the Board of Elections and Registrations; Vice Chair McBride seconded. The motion carried 4-0-0.

New Business

Chair Richardson stated that the Secretary of State announced that the Presidential Preference Primary will be held on March 24th, 2020. The Board asked for an update regarding qualifying and early voting. The director stated that qualifying is the week of March 3rd and will take place during early voting. She stated that there isn't sufficient space in the office to accommodate the parties to qualify due to changes of space allocation within the building. The Board discussed the issues of having the parties finding a new location for qualifying. The Board asked for an explanation of the process. The Director stated that the parties aren't required to host qualifying in the office. She stated that it is preferable because the office is able to assist them. She explained that Grayson and she are the qualifying officers for the Non-Partisan offices in the County. Chair Richardson made the motion to draft communication to be sent to the Democratic and Republican Parties notifying them that they will be required to secure a location to do qualifying for the 2020 Election; and that part of that communication we will share with them that they need to identify that location as soon as possible and to notify the Elections and Registration office by December 1st; Board Member Brown seconded. The motion carried 3-0-1 with Board Member Schmelz abstaining.

Chair Richardson stated that he talked with an individual at the ES&S Demonstration regarding storage logistics. He stated that the Board could have unpaid interns from Clayton State University to identify efficient storage and transportation of the equipment. He stated that he asked the Director to check the legality. The Board discussed and decided this would be a good idea if we are legally able to.

Board Member Brown asked if the items to be discussed can be listed underneath the Old and New Business sections. The Board discussed and decided

this would be possible as long as Board Members notify letting everyone know what topics they wish to discuss.

Public Comments

There were no public comments.

Announcement – Next board meeting on August 7th, 2019

Chair Richardson announced the date, time and location of the next meeting.

Adjournment

Board member Schmelz made the motion to adjourn; Vice Chair McBride seconded. The motion carried 4-0-0.