

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, October 7th, 2020, held on Zoom. 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:

Donna McBride, Chair and Democratic Party Appointee

Andy Callaway, Vice Chair and Republican Party Appointee

Arch Brown, Board of Commissioners Appointee

Donna Crumbley, Republican Party Appointee

Mildred Schmelz, Democratic Party Appointee

Also in attendance: Director Ameika Pitts, Terrika Davis, Hunter Hatfield, and Brook Schreiner.

I. Call to Order

Chair McBride called the meeting to order.

II. Acceptance of the Agenda

Board Member Schmelz made the motion to accept the agenda; Vice Chair Callaway seconded. The motioned carried 5-0-0.

III. Board approval of the minutes

Board Member Crumbley made the motion to accept the September minute; Vice Chair Callaway seconded. The motion carried 5-0-0.

IV. Old Business

- A. Chair McBride spoke of the additional ballot boxes if the State offers more than \$3,000. She continued stating that the office has not heard back from State about this and that the office has submitted a request back in August for four additional ballot boxes. Director Pitts stated that she had spoken with State and they said there might be an opportunity to get the ballot boxes, but there were stipulations: the State would provide the boxes, but the office would have to provide the installment and the security for the boxes.
- B. Chair McBride said that Director Pitts applied for the grant to get additional funding that Board Member Schmelz mentioned. Director Pitts stated that an award letter and a grant agreement was sent to the office. She continued stating that at the October 20, 2020 Board of Commissioner's meeting, she will presenting this to the Board to get an approval to be able to except the grant funding. She said that she is requesting hazard pay, elections administration equipment, PPE items, training expenses, and temporary staffing with the grant funding. Director Pitts stated the award amount, and it was \$487,793.75. Chair McBride thanked Board Member Schmels for bringing the grant to the Board's attention, Director Pitts for applying for it quickly, and the Board for voting to move forward with applying for the grant. Board Member Schmelz echoed Chair McBride. Director Pitts thanked Kimberly Monast with the Grant Department and Ivy Adams in Budgeting.
- C. Director Pitts gave an update on the new elections building. She stated that the Board of Commissioners did approve of the new building in the last Board of Commissioner's meeting. She continued stating that it would be four months construction on it before the staff could move it full-time. Director Pitts thanked the Board of Commissioners, the County Manager and her team, and Facility Maintenance.

V. Director Report

- A. Director stated L&A is going well; the office had to halt for a while, but now is back on track. Chair McBride asked if it was a software update. Director Pitts said yes. Director Pitts continued stating that all Early Voting machines are done and that 2-3 Election Day precincts are being done a day.
- B. Director Pitts said that today, October 7, 2020 was the last day for training and it started on September 21, 2020. She mentioned that 9:00 AM, 2:00 PM, and a 6:00 PM classes were offered, alongside Saturday classes. Chair McBride asked if the stand by poll workers had training. Director Pitts said yes. She also stated that there over 2,500 applicants on the wait list, and have 100 stand by workers. Director Pitts continued stating that in training, the office specified the importance of opening their locations on time and letting staff know that they are open. She also stated that campaign signage that explains to campaigner's where they can campaign would be sent out to be posted at the precincts, including a map of the precinct with a red line around it showing the 150-foot radius.
- C. Director Pitts gave an update on the Absentee Ballots. She stated that the office has received 33,982 applications, 33,982 ballots were issued/mailed out, and the office has receive back 8,926 ballots. Chair McBride mentioned that voters may use Ballot Trax to track the status of their ballot. Board Member Schmelz stated that they may also go to Georgia My Voter page as well to track the status of their ballots.
- D. Director Pitts said that all precincts have confirmed that they will be in use for early voting and the November 3, 2020 Election. She stated that the max amount of machines would be sent out to each location, between 8-20 machines. She continued stating that 8-12 poll workers will be at each precinct as well.

VI. New Business

- A. Director Pitts stated that the County is providing an Emergency Operation Center in case an emergency happens such as a polling precinct shutting down all the way to signs needing to be sent out to a location. She continued stating that at the headquarters there will be representatives from the Communications team that will communicate with others throughout the County. She mentioned that the Sheriff's Department

would be contacted from this headquarters if anything were to escalate at a precinct or traffic control is needed, and the I.T. Department and Facility Maintenance was on board as well. Director Pitts stated that this emergency plan covers a wide array of plans and that Don Ash and his team came up with a plan for any situation. She stated that there are Area Managers for each district and will be trained at the next meeting with Risk Management to learn how to submit the problems to the web application which will go directly to the headquarters and someone on standby will be ready depending on the situation. At the headquarters, an Elections Staff member will be there as a decision maker. Director Pitts mentioned if any of the Board Members would like to tour the facility, to let her know. Board Member Schmelz said that she was happy to have this in place and that the County is being proactive. Chair McBride asked Director Pitts to send the contact information for headquarters to the Board Members.

VII. Public Comments

There were no public comments.

VIII. Board Members Comments

The Board members made their comments.

IX. Announcement of next meeting- November 4, 2020

Chair McBride announced that the next board meeting will be held on November 4, 2020.

X. Adjournment

Vice Chair Callaway made the motion to adjourn the meeting, Board Member Crumbley seconded. The motion carried 4-0-0.