



BOARD OF REGISTRATION AND ELECTIONS SCHEDULED MEETING

June 8, 2023

4:30 PM

VRE AB Area

- 1. APPROVAL OF AGENDA**
- 2. APPROVAL OF MINUTES**
 - A. May 11, 2023 Scheduled Meeting (p. 2)
- 3. PUBLIC COMMENTS**
- 4. ITEMS FOR DISCUSSION**
 - A. Director's Report (p. 7)
- 5. ITEMS FOR DECISION**
 - A. Voting Hubs (p. 10)
 - B. Scott/Clairemont East Precinct Boundary Change (p. 29)
- 6. EXECUTIVE SESSION**
- 7. BOARD COMMENTS**
- 8. ADJOURNMENT**

DeKalb County Board of Registration and Elections

Meeting Minutes

May 11, 2023

Start Time: 4:30 p.m.

End Time: 5:45 p.m.

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

Other Attendees: Keisha Smith, Executive Director
Terry Phillips, Deputy County Attorney
Shelley Momo, Assistant County Attorney

APPROVAL OF AGENDA

Chair Lowman called the meeting to order at 4:30 p.m. Ms. Austin read the roll by calling each board member by name. Vice-Chair Jester, Mr. Lewis, Chair Lowman, and Ms. Motter were in attendance.

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to approve the agenda. The motion carried by a vote of 4-0.

APPROVAL OF MINUTES

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to approve the minutes of the April 13 meeting. The motion carried by a vote of 4-0.

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 page or less to electionspubliccmnt@dekalbcountyga.gov which must be received between 4:30 p.m. and 5:00 p.m. on the day 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:

- Anar Parikh
- Gigi Pedraza
- Luis Zaldivar
- Salik Suhani

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Two comments were also received by email between 4:30 and 5:00 p.m. Their comments are included at the end of the minutes.

ITEMS FOR DISCUSSION

A) Director's Report

Director Smith announced an unauthorized entry at the department's satellite facility at the former Sam's Club in Stonecrest and reassured the board and the public that the department had acted swiftly in coordinating with local law enforcement, the Secretary of State's office, and county officials to ensure that no voter information was compromised. She thanked the DeKalb County Police Department for its immediate response and ongoing investigation.

The Director provided an update on registration activities, inventory management, record retention, site assessments, training, and other activities to prepare for the upcoming election. She announced the hiring of two election coordinators and discussed efforts to fill several other positions.

The Director provided an update on the budget. Ms. Motter asked if the voter hubs were included in the budget. The Director responded that funding for the voter hubs had not been approved in the first round of the budget but that the department remained in discussion with the Ops Committee for that item. Vice-Chair Jester asked what the posture of the Ops Committee had been on that request. Director Smith believed that the Committee saw it as a worthwhile investment but that there had not yet been a vote.

The Director announced an upcoming series of training classes for the staff and invited the board to attend.

The Director discussed outreach efforts including demonstrations of the voter hubs and engagement with the YMCA and DeKalb County Schools.

ITEMS FOR DECISION

A) Precinct Boundary Changes

Director Smith introduced twenty-two proposed precinct boundary changes which would affect the polling places of 234 voters and affect another 679 without changing their polling place. She requested for the Board to recommend the changes to the Board of Commissioners for approval.

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to open discussion.

Ms. Motter thanked the Director for the detailed information. She requested for the department to send a second notification to each affected voter before the Presidential Preference Primary next year.

In response to a series of questions from Ms. Motter, Vice-Chair Jester, and Mr. Lewis, Mr. Catherwood stated that the precinct boundaries needed to be drawn around individual houses because municipal annexations were often done on a house-by-house basis; that the changes not stemming from annexations were intended to align the precinct boundaries to the new district boundaries drawn in redistricting last year; and that the number of affected voters given for each change was based on a count of the people registered at each address shown on the map.

Motion by Ms. Motter, seconded by Vice-Chair Jester, to petition the county's governing authority to approve the staff's alterations and changes to precinct boundaries in compliance with the law, noting that any alterations and changes to precincts approved by the governing authority shall not become

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effective for the next election unless approved more than sixty days prior to a general election or thirty 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 4-0.

B) Board Bylaws

Motion by Ms. Motter, seconded by Vice-Chair Jester, to adopt the revisions to the board's bylaws dated May 11, 2023, which revisions were discussed at the board's April 2023 meeting and posted on the website.

Vice-Chair Jester thanked the other board members, the Law Department, and especially Ms. Motter for their work on this change.

The motion carried 4-0.

C) Resolution on Language Access

Director Smith updated the board on the Voting Opportunity and Translation Equity (VOTE) resolution passed by the Board of Commissioners. She recommended deferring action until the board's July meeting, at which time the staff could present research on the county's language needs and propose a plan.

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to defer the item to the July meeting.

Ms. Motter stated that as the daughter of a naturalized citizen, she was proud of what the department had done in this area, noting that Gwinnett County had followed DeKalb's lead and now offered translations into Cantonese, Korean, Mandarin, Spanish, and Vietnamese. She noted the need for detailed statistics on exactly what languages were being spoken in the county and called on the community organizations present for their assistance.

Ms. Motter asked if the resolution applied to the Board of Commissioners or the Board of Registration and Elections, and whether funding had been allocated for the items involved. Ms. Momo responded that this was an urging resolution, meaning that the Board of Commissioners was urging the Board of Registration and Elections to take action. Ms. Motter asked the Law Department to provide more details on the board's obligations before the July meeting.

Mr. Lewis asked for statistics on voter participation rates among language groups. He asked for information about the potential cost. He also asked the Law Department for information about the board's obligations under federal law.

Vice-Chair Jester also asked the Law Department to provide information on the legal force of the resolution and the relevant federal and state laws. She asked Director Smith for a breakdown of the costs of each individual item requested.

Director Smith stated that federal law requires translations for language groups if the number of voting age citizens with limited English proficiency is greater than 10,000 or greater than 5% of the voting age citizens in the county. Hispanics were currently the largest such group in DeKalb County with 3,099. She stressed the need for an objective methodology for selecting the languages to be translated.

Vice-Chair Jester asked how limited English proficiency was defined. The Director responded that it was self-reported to the Census.

Mr. Lewis commented on the resolution's request for bilingual poll workers and asked the Director to consider that in her breakdown of the potential costs.

Ms. Motter noted the difficulty in retaining poll workers and stated that hiring bilingual poll workers would require strong partnerships with community organizations. She asked whether the resolution's items should be considered aspirational. She cautioned the board to set goals that it could successfully achieve.

Chair Lowman gave her impression that the resolution was a recommended policy if the board should choose to move forward. She stated that the board had demonstrated its commitment to ensuring accessibility for every citizen with the right to vote; and that because of that commitment, a fair and consistent policy was needed. She noted that recruiting poll workers for each precinct would likely be impossible until the community grew to the point that it met the federal threshold. She suggested investigating a telephone translation service. She stated that the Board of Commissioners had demonstrated its commitment to funding this initiative and that they would benefit from receiving a line-item summary of the costs.

Vice-Chair Jester acknowledged the large amount of work involved in preparing this information and requested the Director to inform the board if July was too early.

The motion to defer the item to July carried 4-0.

BOARD COMMENTS

Vice-Chair Jester thanked members of the community for attending the meeting.

Ms. Motter asked to acknowledge staff members who had recently retired.

Mr. Lewis thanked the public for attending the meeting and the staff for the detailed budget and boundary change reports.

Chair Lowman thanked the staff and the Director.

Director Smith commemorated the retirements of Glenda Woods, Deborah Christian, Renata Fleming, and Wanda Drake and acknowledged their contributions to the office and community.

ADJOURNMENT

Motion by Vice-Chair Jester, seconded by Mr. Lewis, to adjourn. The meeting was adjourned at 5:45 p.m.

EMAILED COMMENTS

A) Joy Wasson

I'm Joy Wasson, a DeKalb County voter living at 1200 Ponce De Leon Ave NE, Atlanta GA 30306. Some proposed rules have been submitted for consideration by the State Election Board that are common sense actions to help safeguard our voting system. It has been widely reported that in early 2021, unauthorized persons accessed Georgia's election software and components for days on end, copying them and then sharing them with other unauthorized individuals.

What you may not know is that no actual mitigation has been done. In a recent court hearing, representatives of the state indicated that the problem won't be addressed until 2025, well after a consequential national election. Georgians deserve to have confidence in their votes and for there not to be the threat of the election

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being won based on the best hacks. Please contact the State Election Board to support the rules proposed by Coalition for Good Governance and the Morgan County Democratic Committee. The breach of our statewide system is not being treated as the emergency that it is. The proposed rules call for emergency paper balloting which sets aside the electronic ballot markers, in addition to other provisions. I have attached the rules petition to my email. Feel free to contact me for further information. Thank you for your consideration and for your service.

B) Glory Kilanko

Women Watch Afrika, Inc. brings you greetings from the many languages from the 23 African countries that we currently serve. We are humbled and happy that you are considering language access/ language justice for inclusion in your celebrations today, and we write in support of the following refugee languages being suggested because of the diversity in Clarkston which today is home for all of us displaced global refugees and immigrants. We write in support of the following languages Chinese, Vietnamese, and French, and Arabic.

Women Watch Afrika, Inc. (WWA) is a non-profit, International, National, and local grassroots, social justice Black women lead organization whose primary goals are the elimination of all forms of discrimination against women, the promotion of social and economic development and health equity of women and girls, and the acculturation of immigrants and refugees (both men and women) arriving to the United States from 23 African nations. In line with its goal, Women Watch Afrika provides culturally appropriate comprehensive Social Services; Civic Engagement; Voter Education and Voter Registration; Advocacy; Safe Birth and Reproductive Justice; Health and Legal Education; Know Your Rights workshops; Citizenship Preparation; Legal Services; Domestic Violence/FGM Prevention; Environmental and Climate Justice; Language Justice/Access; and Advocates against unjust, discriminatory laws that affect our community.

Director's Report

June 8, 2023

Keisha L. Smith, MPA

Executive Director

Voter Registration and Elections (VRE)

Topic 1: General Operations Updates

- Registration Totals (May/June)
- Elections Activities

Notes:

Topic 2: Administrative/Finance Updates

- Personnel
- Budget Activities and Report

Notes:

Topic 3: Stakeholder Engagement Updates

- Key Stakeholder Meetings
- General Communications

Notes:

Efficiency. Integrity. Excellence.

Objct's Object	Values									
	Budget \$	Encumbrance \$	Actual \$	Funds Avail Bal	Exp/Enc%	Unexpended Bal	Exp %	Cur Month \$		
51 - 511101 - SALARIES	1,798,533	0	364,584	1,433,949	20.3%	1,433,949	20.3%	0		
511199 - SALARIES - ADJUSTMENTS	27,044	0	0	27,044	0.0%	27,044	0.0%	0		
511200 - SALARIES - TEMPORARY	0	213,204	450	-213,654	0.0%	-450	0.0%	0		
511300 - SALARIES - OVERTIME	190,008	0	2,606	187,402	1.4%	187,402	1.4%	0		
512100 - COUNTY MATCH - GROUP INSURANCE	0	0	41,881	-41,881	0.0%	-41,881	0.0%	0		
512101 - COUNTY MATCH - GRP INS - REVER	4,488	0	-37,422	41,910	-833.8%	41,910	-833.8%	0		
512102 - COUNTY MATCH - GRP INS - ALLOC	417,375	0	139,124	278,251	33.3%	278,251	33.3%	0		
512200 - COUNTY MATCH - FICA	137,588	0	27,157	110,431	19.7%	110,431	19.7%	0		
512400 - COUNTY MATCH - PENSION	0	0	9,387	-9,387	0.0%	-9,387	0.0%	0		
512402 - 401(a) EMPLOYER CONTRIBUTION	42,105	0	7,448	34,687	17.6%	34,687	17.6%	0		
512700 - WORKERS COMPENSATION	11,915	0	3,972	7,943	33.3%	7,943	33.3%	0		
512904 - ALLOWANCE - AUTOMOBILE	4,029	0	3,000	1,029	74.5%	1,029	74.5%	0		
51 - Personal Services and Employee Benefits Total	2,633,085	213,204	562,156	1,857,725	29.4%	2,070,929	21.3%	0		
52 - 521101 - BOARD MEMBER SERVICES	12,000	400	6,200	5,400	55.0%	5,800	51.7%	0		
521104 - TEMPORARY PERSONNEL SERVICES	1,892,000	173,067	362,447	1,356,486	28.3%	1,529,553	19.2%	0		
521209 - OTHER PROFESSIONAL SERVICES	1,405,181	468,057	177,023	760,101	45.9%	1,228,158	12.6%	0		
522201 - MAINTENANCE & REPAIR SERVICES	167,924	41,568	0	126,356	24.8%	167,924	0.0%	0		
522311 - RENTAL OF REAL ESTATE	408,504	500	247,667	160,337	60.8%	160,837	60.6%	0		
522321 - RENTAL OF EQUIPMENT	24,252	72	686	23,495	3.1%	23,566	2.8%	0		
522322 - LEASE PURCHASE OF EQUIPMENT	50,004	11,509	11,895	26,600	46.8%	38,109	23.8%	0		
522329 - OTHER RENTALS	33,948	8,505	7,526	17,916	47.2%	26,422	22.2%	0		
523201 - POSTAGE	399,996	2,379	177	397,440	0.6%	399,819	0.0%	0		
523202 - POSTAGE - CENTRAL SERVICES	27,552	0	3	27,549	0.0%	27,549	0.0%	0		
523203 - TELEPHONE SERVICE	5,340	0	0	5,340	0.0%	5,340	0.0%	0		
523204 - TELEPHONE - LONG DISTANCE	2,208	0	42	2,166	1.9%	2,166	1.9%	0		
523206 - INTERNET SERVICES	5,640	0	0	5,640	0.0%	5,640	0.0%	0		
523207 - TELEPHONE - WIRELESS	408,768	0	88,787	319,981	21.7%	319,981	21.7%	0		
523301 - ADVERTISING SERVICES	3,980	0	3,780	200	95.0%	200	95.0%	0		
523401 - PRINTING SERVICES	25,488	3,075	3,898	18,515	27.4%	21,590	15.3%	0		
523501 - MILEAGE - PERSONAL VEHICLE	3,000	0	451	2,550	15.0%	2,550	15.0%	0		
523505 - TRAVEL - PER DIEM	5,000	0	396	4,604	7.9%	4,604	7.9%	0		
523701 - TRAINING & CONFERENCE FEES - E	30,000	0	8,680	21,320	28.9%	21,320	28.9%	0		
523702 - TRAINING & CONFERENCE FEES - I	552	0	300	252	54.3%	252	54.3%	0		
523906 - ELECTION EXPENSES	507,872	0	491,551	16,321	96.8%	16,321	96.8%	0		
52 - Purchased / Contracted Services Total	5,419,209	709,132	1,411,509	3,298,568	39.1%	4,007,700	26.0%	0		
53 - 531101 - OPERATING SUPPLIES	905,000	56,887	41,661	806,452	10.9%	863,339	4.6%	0		
53 - Supplies Total	905,000	56,887	41,661	806,452	10.9%	863,339	4.6%	0		
54 - 542201 - COMPUTER EQUIPMENT	40,004	21,298	4,510	14,197	64.5%	35,494	11.3%	0		
542202 - COMPUTER SOFTWARE and TECHNOLO	54,996	93	48,093	6,810	87.6%	6,903	87.4%	0		
54 - Capital Outlays Total	95,000	21,390	52,603	21,007	77.9%	42,397	55.4%	0		

Obj/cls Object	Values									
	Budget \$	Encumbrance \$	Actual \$	Funds Avail Bal	Exp/Enc%	Unexpended Bal	Exp %	Cur Month \$		
55 - 551104 - VEHICLE MAINTENANCE CHARGE	3,364	0	0	3,364	0.0%	3,364	0.0%	0		
551105 - VEHICLE REPLACEMENT CHARGE	3,048	0	1,016	2,032	33.3%	2,032	33.3%	0		
551107 - VEHICLE INSURANCE CHARGE	500	0	168	332	33.6%	332	33.6%	0		
551141 - VEHICLE MAINT - FUEL	600	0	948	-348	157.9%	-348	157.9%	0		
551142 - VEHICLE MAINT - PREV MAINT	0	0	1	-1	0.0%	-1	0.0%	0		
551144 - VEHICLE MAINT - OVERHEAD	2,095	0	700	1,395	33.4%	1,395	33.4%	0		
55 - Interfund / Interdepartmental Charges Total	9,607	0	2,832	6,775	29.5%	6,775	29.5%	0		
70 - 707009 - COUNTY PENSION ALLOCATION	215,785	0	71,928	143,857	33.3%	143,857	33.3%	0		
70 - Retirement Services Total	215,785	0	71,928	143,857	33.3%	143,857	33.3%	0		
Grand Total	9,277,686	1,000,614	2,142,689	6,134,383	33.9%	7,134,997	23.1%	0		



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DEKALB COUNTY, GEORGIA

VOTE CENTER HUBS – D-LINE
PRODUCT PROPOSAL

05/25/2023
QUOTE #: 00001877



Overview

Dear Keisha L. Smith,

Here at Runbeck Election Services (Runbeck), we are solely focused on elections, dedicating all our resources to our election partners and the advancement of election solutions. Since our establishment in 1972, and we have been an active participant in the growth and modernization of the electoral process. Now, 50 years later, we are trusted by jurisdictions across the nation to deliver customized election products and services, reaching 70 million+ registered voters each cycle. When it comes to the election industry, no one can compete with our team's experience in the scale of solutions, years of operation, and comprehensive expertise.

Our team at Runbeck is very excited to be partnering with FlexMet™ as the exclusive seller to secure, durable, and transportable Vote Center Hubs. Manufactured out of Tennessee, the FlexMet product line is compatible with both ES&S and Dominion tabulation vendors. They are designed to ensure voter privacy and meet ADA compliance standards. Having limited manpower and resources for your polling station set-up can result in hours of overtime work. The Hubs eliminate unnecessary labor while providing peace of mind that all of your election supplies are safely stored.

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It takes extreme focus, unlike any other industry, to reach perfection. The election industry demands it. It is our hope that our elections focus is reinforced and clearly reflected in every facet of our company and makes it clear that we take pride in Defending Democracy®.

Sincerely,



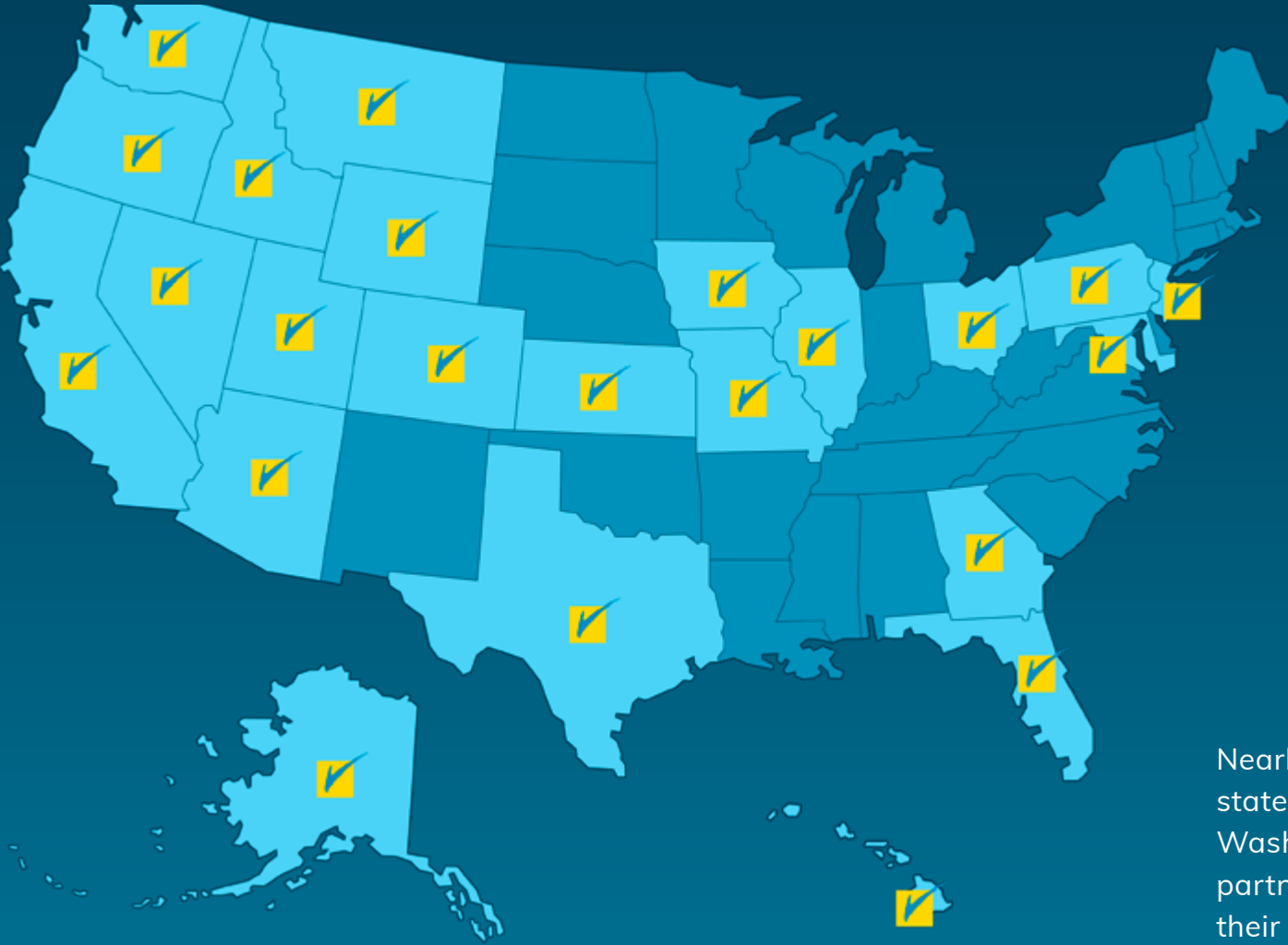
Rizwan Fidai

Vice President of Sales

Runbeck Election Services, Inc.

Trusted Across The Nation

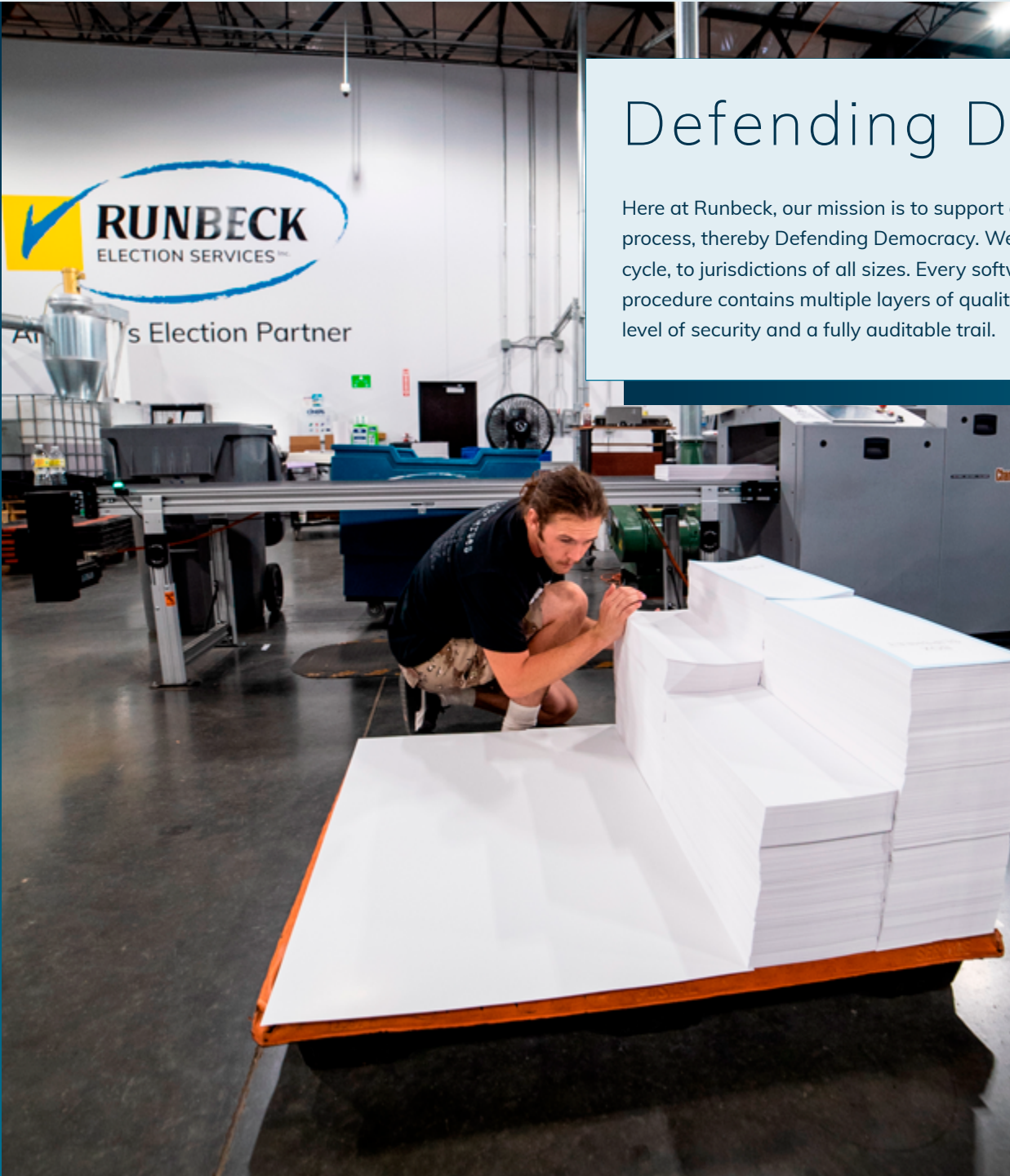
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Nearly half of the 50 states, along with Washington D.C., partner with us for their election services.

Defending Democracy®

Here at Runbeck, our mission is to support and empower every participant in the election process, thereby Defending Democracy. We provide every election essential, for every election cycle, to jurisdictions of all sizes. Every software program, hardware solution, and production procedure contains multiple layers of quality assurance protocols to guarantee the highest level of security and a fully auditable trail.



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We are proud of our history of integrity-driven election services spanning over five decades and reaching over 70 million voters, every election.



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Our team at Runbeck is very excited to be partnering with FlexMet™ as the exclusive seller to secure, durable, and transportable Vote CenterHubs.

Manufactured out of Tennessee, the FlexMet product line is compatible with both ES&S and Dominion tabulation vendors. They are designed to ensure voter privacy and meet ADA compliance standards. Having limited manpower and resources for your polling station set-up can result in hours of overtime work. The Hubs eliminate unnecessary labor while providing peace of mind that all of your election supplies are safely stored.



VOTE CENTER HUBS ARE...



DURABLE



PORTABLE



SECURE



DOMESTIC

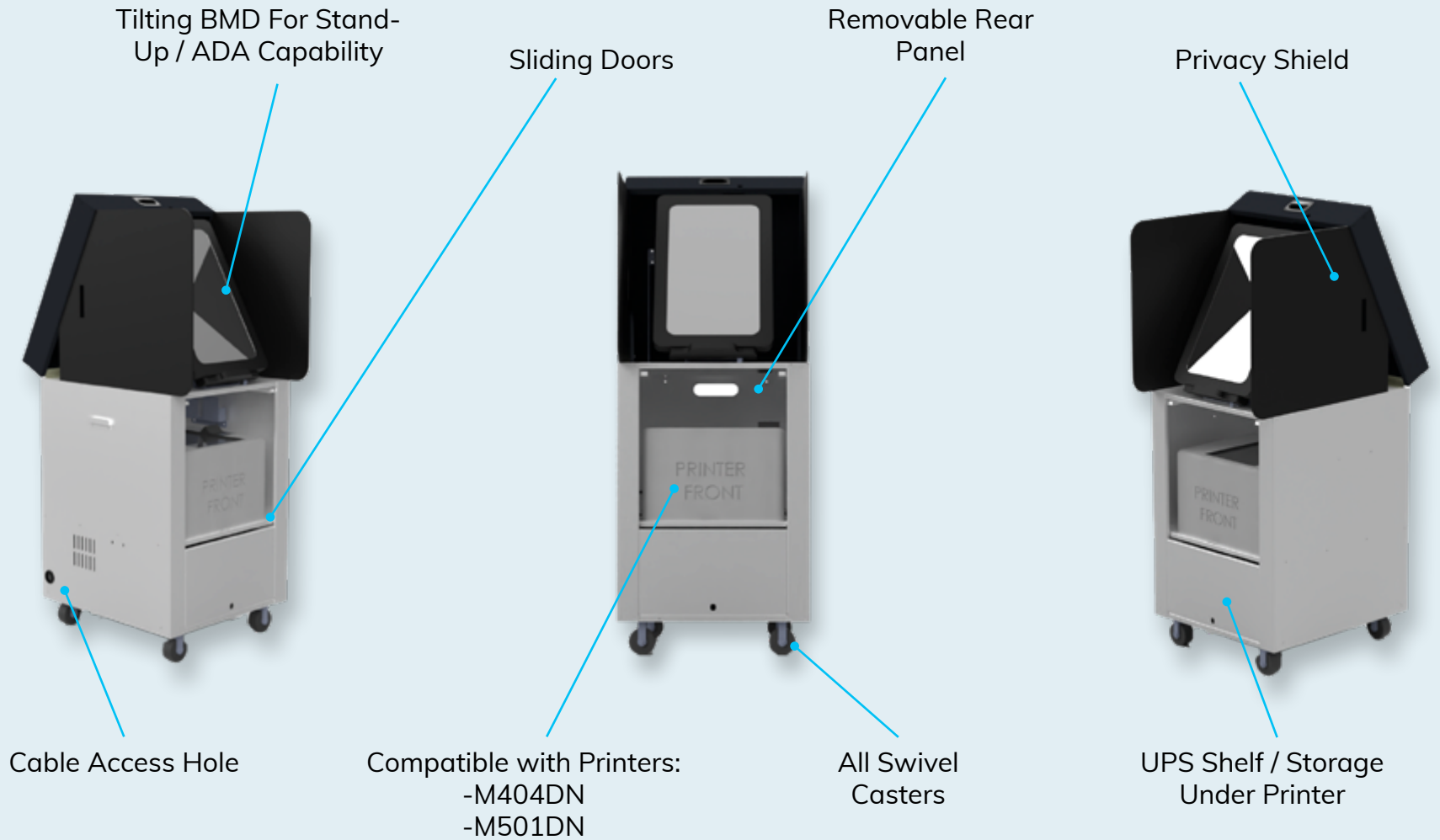
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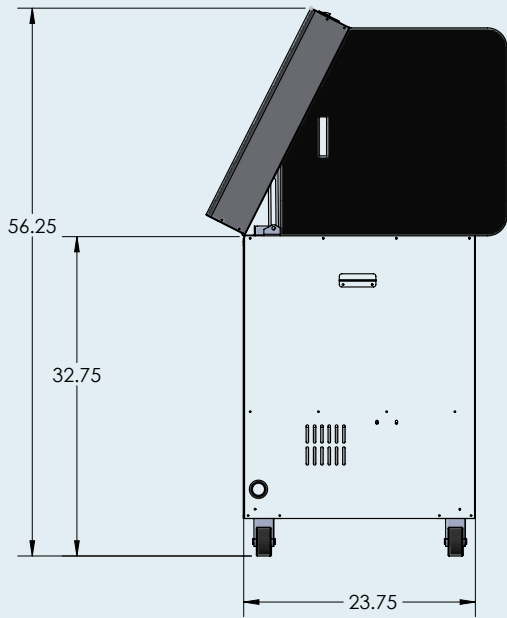
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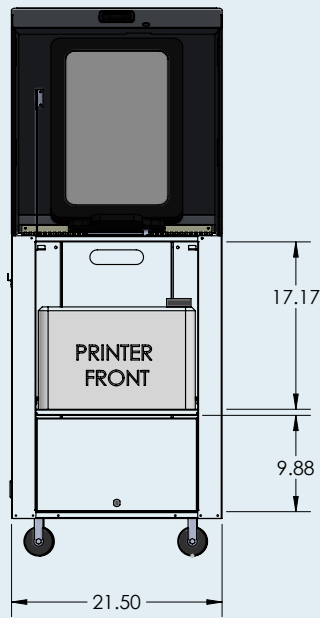
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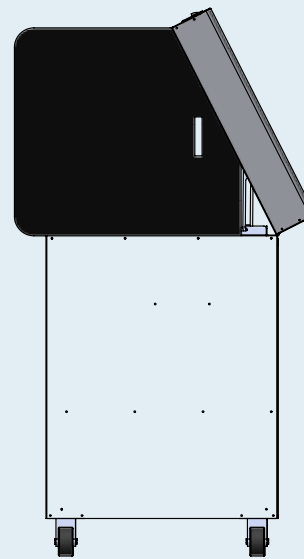


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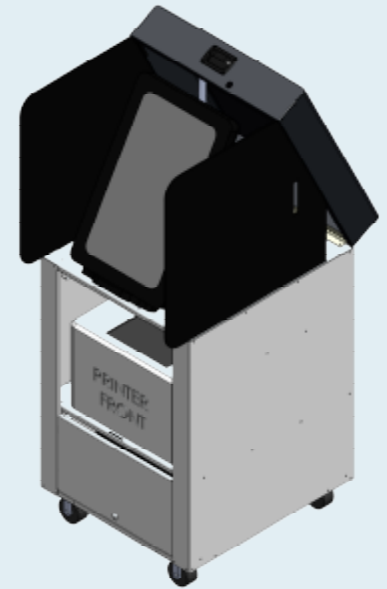


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OPEN VIEW

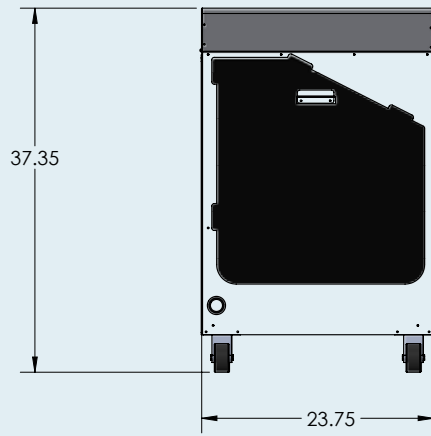


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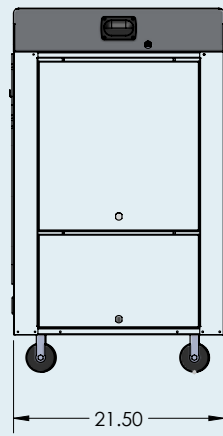


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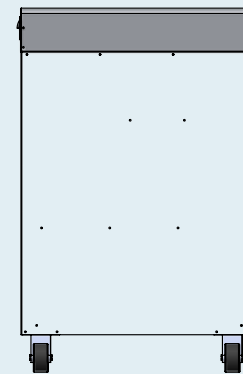


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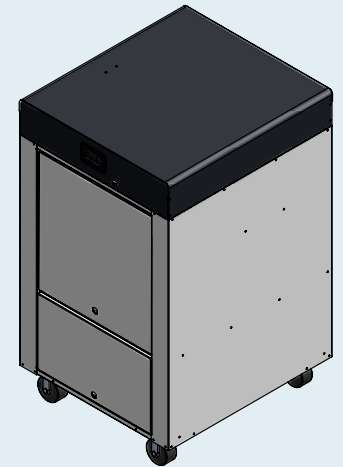


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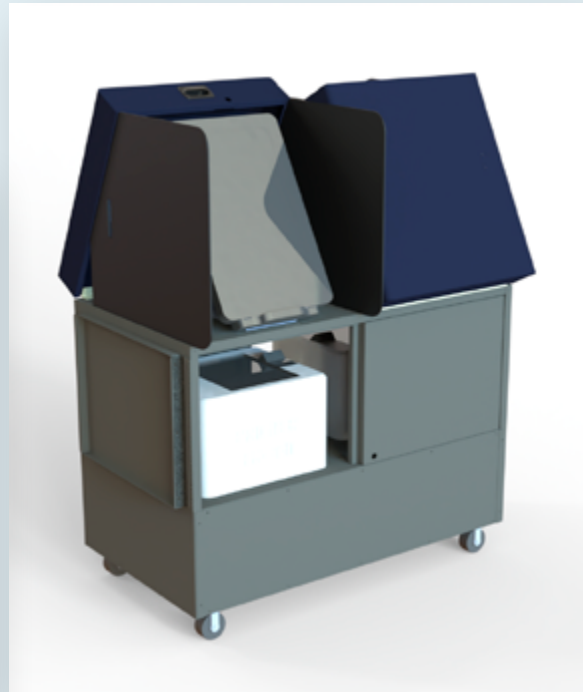
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D2

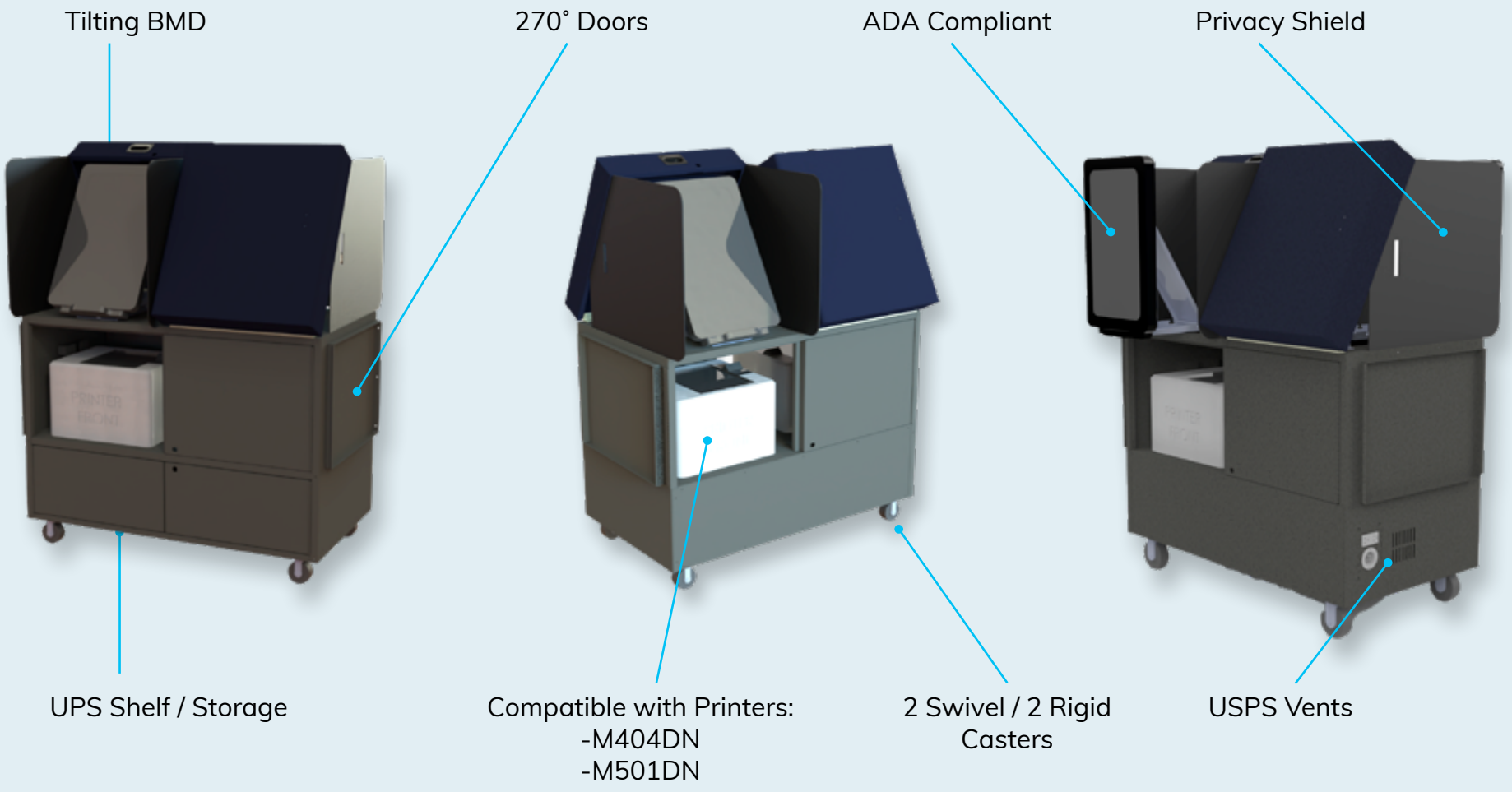


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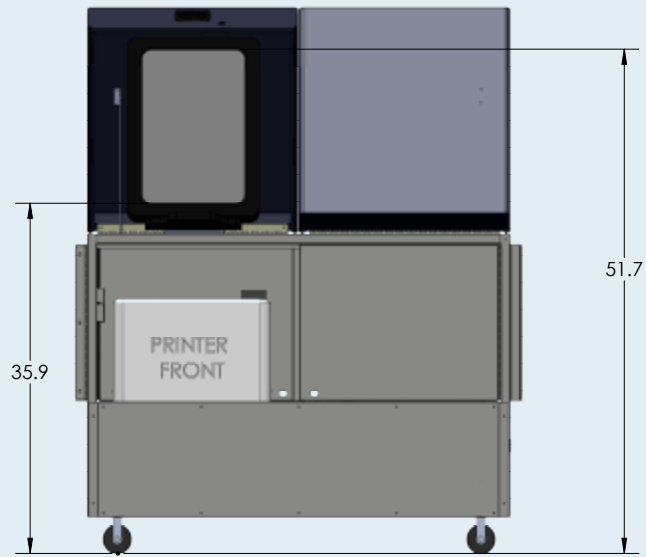


D2

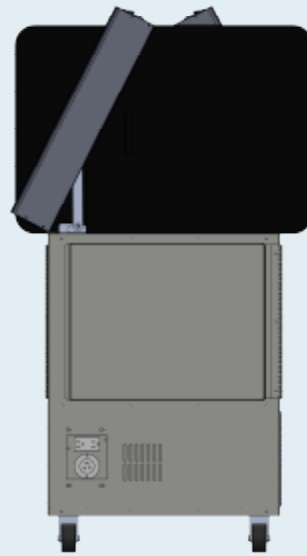
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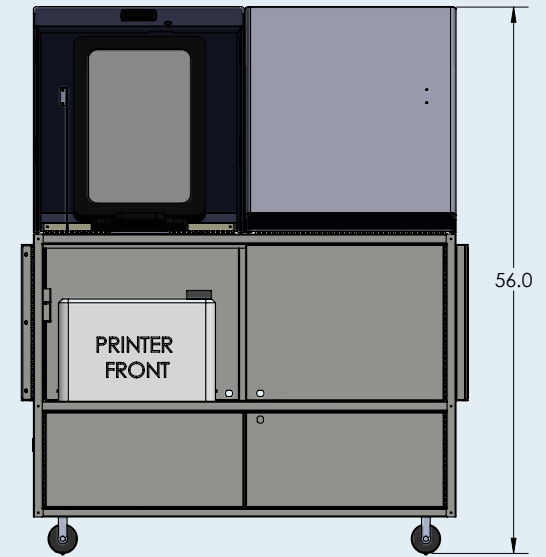
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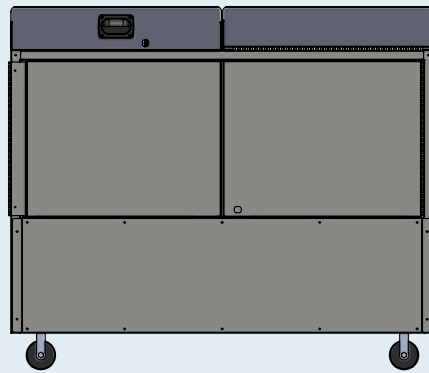
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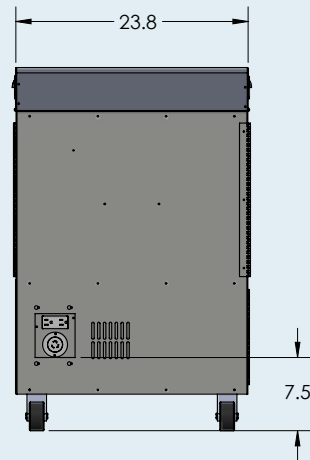
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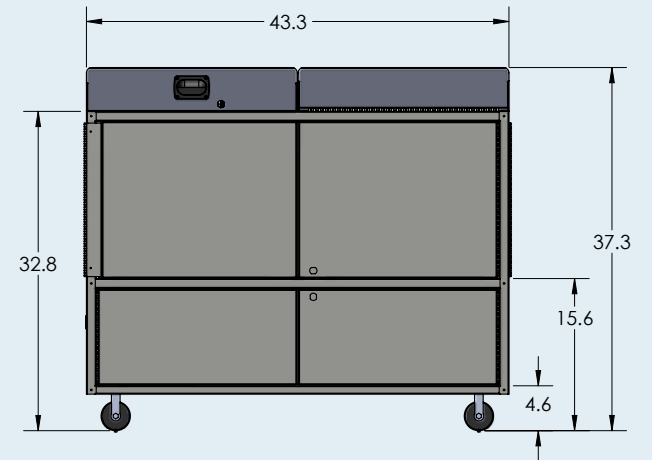
D2



BACK

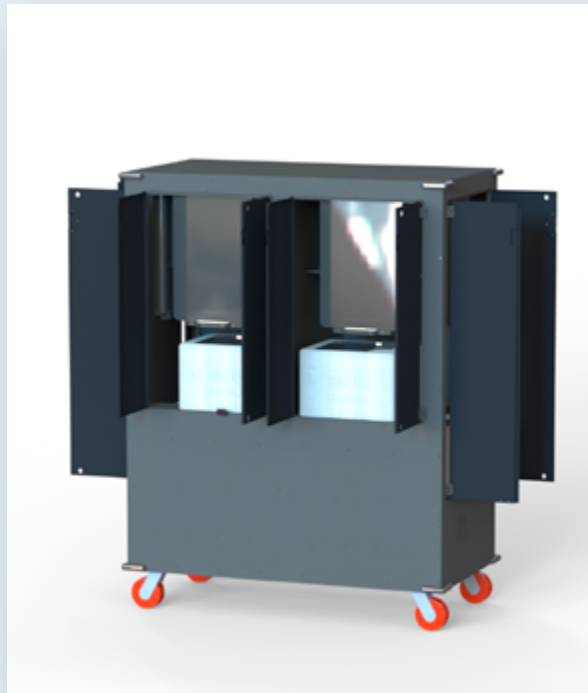


LEFT



FRONT

D4



Compatible with M501DN Printers

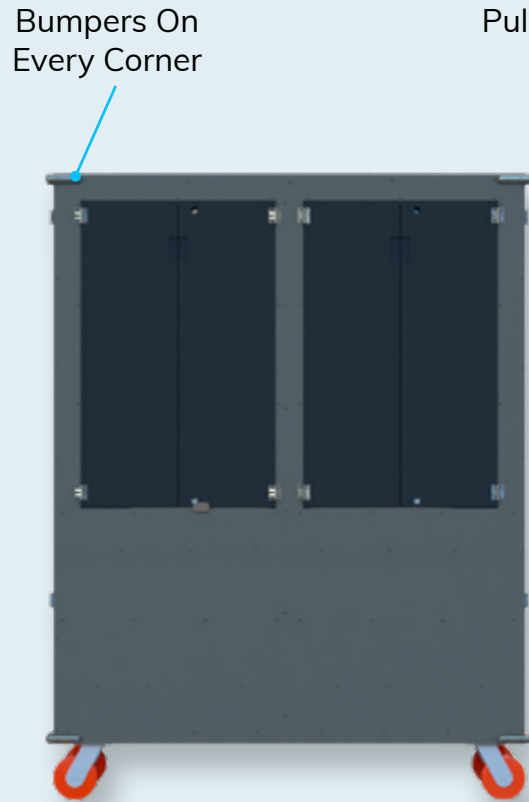
Manufactured
in the USA by



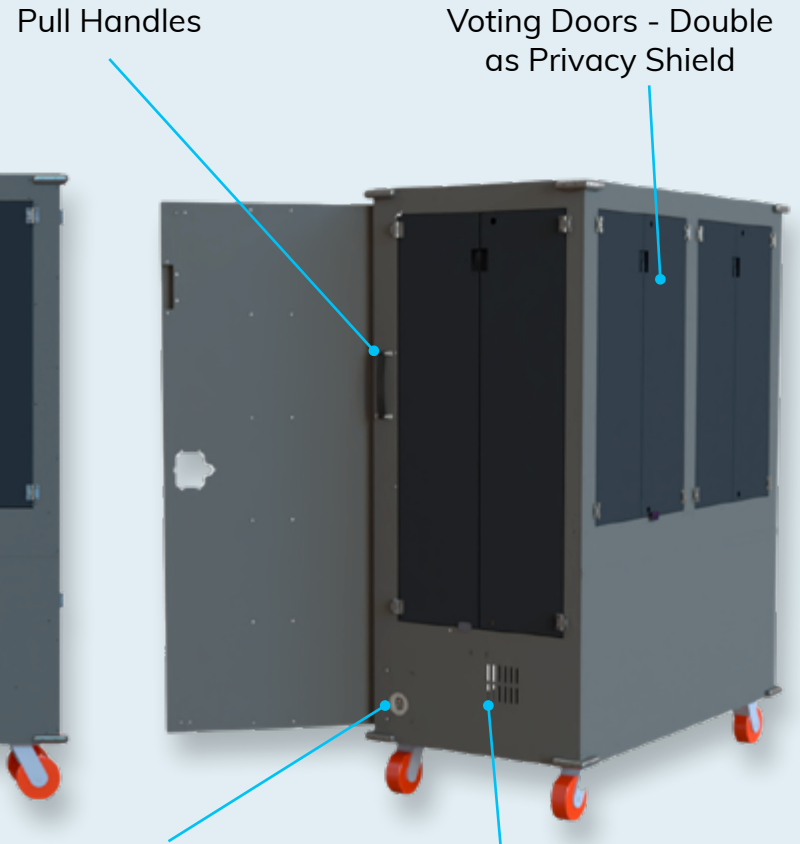
D4



2-Point T-Handle Latch



Bumpers On Every Corner



Pull Handles

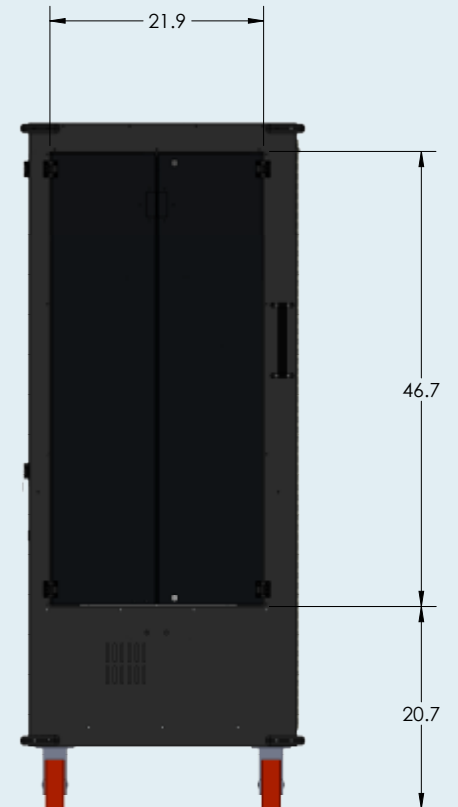
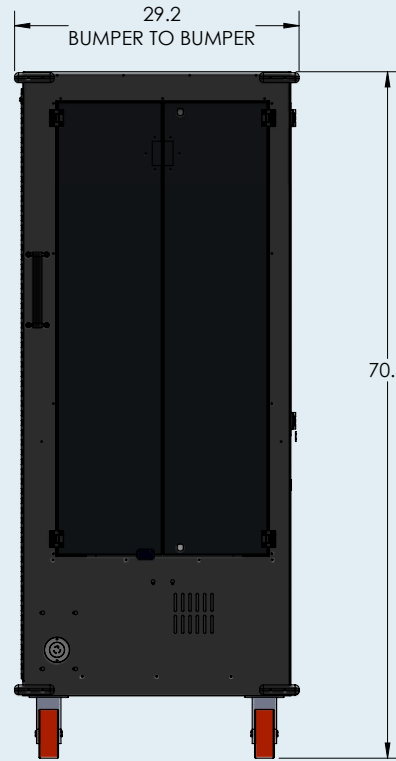
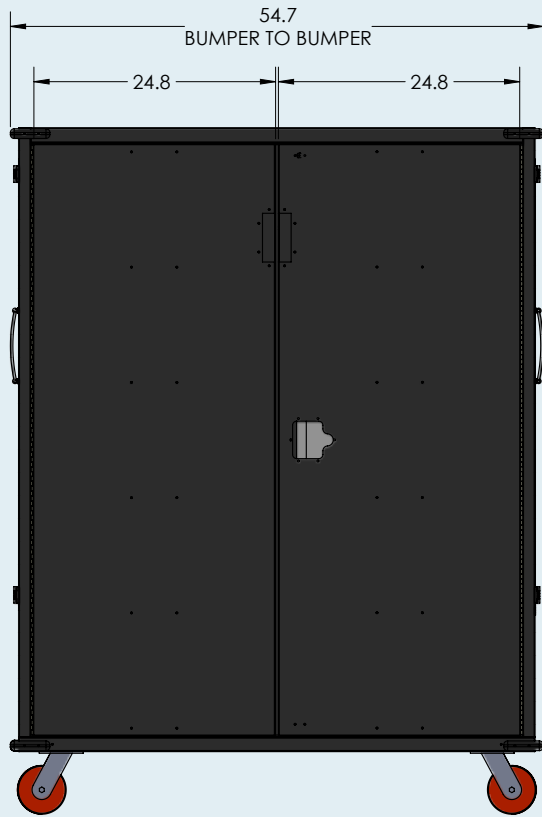
Voting Doors - Double as Privacy Shield

Electrical Box: Twist Lock Input

Dual UPS Capable

D4

America's Election Partner®



Vote Center Hub Pricing

America's Election Partner®

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
D1 Vote Hub- Single ICX BMD	109	\$975	\$106,275
D2 Vote Hub- Dual ICX BMDs	94	\$1,875	\$176,250
D4 Vote Hub- Quad ICX BMDs, Privacy Screens Included	485	\$4,040	\$1,959,400
Shipping	All Hubs	*TBD	*TBD
Total:			\$2,241,925

NOTES

Quote is valid for 30 days from **05/25/2023**
 Any applicable taxes are the sole responsibility of the Client.
 *A freight estimate will be provided separately.
 **REQUIRED* 50% deposit due on order, remaining 50% upon delivery.

Quote #: **00001877**

Testimonial

“

Setting up and taking down our voting center locations can take a massive amount of time, manpower, and resources. With these Vote Center Hubs, you plug it in, open a door and it's ready to go. Most importantly, the Hubs have an added level of security for when our equipment is in storage.

”

-Janine Eveler, Director of Cobb County Elections and Registration



Dekalb County, Thank You For Your Consideration.

Visit runbeck.net for more information
about our product and services.

RUNBECK ELECTION SERVICES, INC.

VOTE CENTER HUBS – D-LINE

PRODUCT PROPOSAL

05/25/2023

QUOTE #: 00001877



PRECINCT BOUNDARY CHANGE

NAME

2023-024 (1123 Clairmont Rd)

REASON

This change aligns the precinct boundary to the Decatur municipal boundary. 1 voter is affected.

CHANGES

Precinct	Change	Registration
Scott (SB)	Remove 1121 and 1123 Clairmont Rd.	Before: 3,000 After: 2,999
Clairmont East (CV)	Add 1121 and 1123 Clairmont Rd.	Before: 3,496 After: 3,497

APPROVAL

Recommended by BRE	
Approved by Commission	

**PRECINCT BOUNDARY CHANGE
2023-024 (1123 Clairmont Rd)**

