



Lumpkin County Elections & Voter Registration Office

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January 2010 Activity Report

Registration

| Registration Activity | Jan 09 | Feb 09 | Mar 09 | Apr 09 | May 09 | Jun 09 | Jul 09 | Aug 09 | Sep 09 | Oct 09 | Nov 09 | Dec 09 | Jan 10 | Mo Avg | Now vs Avg | Total Yr |
|-----------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|---------------|-------------|
| New Voters | 118 | 96 | 90 | 75 | 107 | 101 | 91 | 70 | 135 | 54 | 83 | 87 | 71 | 88.3 | -19.6% | 1060 |
| Deleted Voters | 99 | 51 | 55 | 470 | 56 | 56 | 66 | 70 | 84 | 39 | 45 | 39 | 70 | 91.8 | -23.7% | 1101 |
| Changes (address/name) | 68 | 52 | 55 | 74 | 39 | 52 | 45 | 41 | 58 | 16 | 30 | 30 | 20 | 42.7 | -53.1% | 512 |
| Other (duplicate/corrections/etc) | 24 | 32 | 27 | 39 | 76 | 50 | 17 | 26 | 30 | 19 | 11 | 18 | 21 | 30.5 | -31.1% | 366 |
| Issue Photo ID Card | 2 | 2 | 1 | 2 | 1 | 1 | 2 | 2 | 0 | 0 | 0 | 1 | 4 | 1.3 | 200.0% | 16 |
| Totals | 311 | 233 | 228 | 660 | 279 | 260 | 221 | 209 | 307 | 128 | 169 | 175 | 186 | 254.6 | -26.9% | 3055 |

| Voters | Feb 09 | Mar 09 | Apr 09 | May 09 | Jun 09 | Jul 09 | Aug 09 | Sep 09 | Oct 09 | Nov 09 | Dec 09 | Jan 10 | Feb 10 | Mo Avg | % Yrly Incr | Incr/Yr |
|--------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|-------------|------------|
| Active | 15,065 | 15,135 | 15,194 | 15,240 | 15,302 | 14,291 | 14,343 | 14,367 | 14,452 | 14,329 | 14,387 | 14,442 | 14,488 | 14664.2 | -3.8% | -577 |
| Inactive | 1,144 | 1,139 | 1,130 | 705 | 703 | 1,774 | 1,759 | 1,737 | 1,721 | 1,864 | 1,852 | 1,841 | 1,831 | 1504.7 | 60.1% | 687 |
| Total | 16,209 | 16,274 | 16,324 | 15,945 | 16,005 | 16,065 | 16,102 | 16,104 | 16,173 | 16,193 | 16,239 | 16,283 | 16,319 | 16168.8 | 0.7% | 110 |

Daily: Run the state reports for Department of Drivers Services applications, transfer out of county and matching information comparison with the Department of Drivers Services and Social Security Administration records. Research all voters and applications, pull the cards, and send out new applications or requests for information accordingly. Receive daily registration applications and returned mail. All records are researched to ensure they are not registered in another county, if so their record is transferred in. Otherwise, a new record is created and a voter card is requested from the state. All returned mail is investigated, and if not quickly resolved, the voter is mailed a letter notifying them of a hearing (11 this month) on their voter qualifications.

Weekly: Review the obituaries, pull the registration cards and send hearing notices to be removed.

Monthly: Run the state felon report (1/22 resulting in 26 deletions, 3 letters to voters with matching SS# but clearly not the same person), deceased report (1/16 with zero records which have not already been removed due to obituaries), DDS applications never received report (1/4 with 53 applications to review), MIDR report, moved out of state report (1/25 with 14 deletions), and duplicate information reports. Research, pull cards, contact voters, and mail letters notifying voters of deletion, hearings or needed information accordingly.

Elections & Other Activity

- 1/4 Prepared the monthly report to the Board of Commissioners. Reviewed elected officials and candidates State Ethics Filing Forms for errors and missing items. Began shredding 2007 files in accordance with the records retention requirements. Created and posted the Board of Elections & Registration Agenda for the monthly meeting. Updated the web page with the monthly reports and new voter registration statistics.
- 1/5 Prepared and delivered the voter registration changes for the month of December to the Clerk of Court for review for the jury lists. Updated all registration historical stats and posted on the web site. Continued to perform records retention and create the 2010 files. Trained on the state e-Learn site on changes in voting and election practices. Posted the new 2010 poll worker manual to the web. Mailed all poll owners the calendar of election dates and dates of delivery/retrieval of voting units for 2010.
- 1/6 Ordered the public voter list for this quarter. Sent a third e-mailed reminder to all previous poll workers to turn in their survey in order to have a solid count on how many poll workers would not be returning this year so that recruitment of additional poll workers could begin. Continued to research and create a qualifying check lists for all local positions in hopes to reduce candidate and qualifying party confusion as well as ensure each candidate meets all requirements.
- 1/7 Continued to work on qualifying check lists. Office closed at 4:30 due to weather.
- 1/8 End of grace period for all candidates and elected officials to file their State Ethics Forms. All county government offices were closed due to inclement weather.
- 1/11 Continued to work on qualifying check lists. Continued to receive State Ethics Filings from candidates and elected officials, reported three non-filers to the State Ethics Commission. Met with Maj. Ramsey from the L.C. Sherriff's Office. Maj. Ramsey has agreed to train all poll workers on conflict resolution skills, a presentation he calls "Verbal Judo." The purpose of this addition to regular poll worker training is to better equip poll workers for those instances in which voters become irate. Combined all acts passed for the local Board of Education from the 1890's forward in order to have an all inclusive copy of all legislation to date for qualifying purposes. Researched and cited all legislation for each requirement on the qualifying check lists.
- 1/12 Regular Monthly Meeting of the Board of Elections & Registration. Main issues were the public hearing removing four voters due to obituaries, precinct consolidation, 2009 budget, 2010 election cycle preparations, dates and assignments. Prepared the meeting minutes. Continued to research and create the qualifying check lists. Reviewed, recorded and moved funds from line items for a balanced 2009 budget, with \$6,255 in remaining funds and having exceeded predicted revenue for the department.
- 1/13 Posted the meeting minutes on the web site. Submitted a maintenance request to see if they would be able to assist with the delivery/retrieval of tables and chairs used at the precincts since these items will not fit with the election equipment in the largest rental truck available. Requested assistance from maintenance with replacing the broken wheels on the precinct carts. Notified U-Haul of delivery/retrieval dates for all 2010 elections in order to rent the largest truck available. Performed the quarterly charge of 1/2 of the voting units and all ExpressPoll units.
- 1/14 Continued to create the qualifying check lists. Combined all local acts for the Board of Commissioners from the 1890's forward in order to have one complete and updated copy for qualifying purposes. Verified which precinct carts must be repaired. Performed the quarterly charge of the remaining voting units. Maintenance responded that they could not spare the vehicles or man power to deliver/retrieve the tables/chairs to the precincts. Fire Chief Eggert agreed to allow us to deliver chairs and tables to each fire station and leave them there to alleviate the need to deliver/retrieve them during elections. Contacted all poll managers to inquire how many tables and chairs they felt they needed at their precinct in order to have work space and the voting units on tables.

- 1/15 Submitted the public notice to the local paper for the next Board of Elections & Registration monthly meeting. Completed the Board of Commissioner qualifying check list. Sent an e-mail to both local political parties with the qualifying check lists, dates, qualifying affidavit, qualifying fees and other information. Posted all qualifying information on the web page. Election & Voter Registration Technician continued to research and combine legislation from the 1890's forward for all other local offices in order to have complete legislation for each local office for qualifying purposes. Continued to update poll worker responses and contact information.
- 1/18 Holiday
- 1/19 Sent the poll worker application to all poll workers with an e-mail which have not responded for the 2010 election year. Responded to questions from the Democratic Party on qualifying and other requirements of the party. The Republican Party had further questions, researched the information, and sent the response to both the Democratic and Republican Parties with all legislation cited.
- 1/20 Election & Voter Registration Technician on sick leave. Attended the weekly department head meeting. Continued to process poll worker responses. Began preparing the department annual report for the Board of Commissioners. Began researching and verifying current mailing addresses for all UOCAVA (military and overseas) voters in preparation for the 2010 elections.
- 1/21 Completed and submitted the department annual report to the Board of Commissioners. Copied the 1,019 page voter list for the Clerk of Court for the jury pool review. Mailed out absentee ballot applications for the 2010 election cycle to all elderly and disabled voters that voted by mail for any prior election, a total of 104. All staff participated in the Secretary of State Elections Division mandatory 3T (Third Thursday at 3:00) Meeting covering changes in elections/voter registration practices and legislation.
- 1/22 Mailed letter and new poll worker applications to all prior poll workers which have not answered if they will work the 2010 election cycle. Tax preparation companies began sending citizens to our office for photo ID's. Ensured that the citizens were aware the voter ID card is valid for voting purposes only. The tax preparation facilities were informed of this fact last year. It was made known to this office that two elected officials falsely swore on their qualifying affidavit in 2008. Contacted the county attorney and the Board of Elections & Registration. Researched all applicable law. Further action will be discussed at the monthly Board of Elections & Registration meeting. Felony report resulted in deleting 26 voters.
- 1/25 Created a duplicate ballot log for election night to be used by the vote review panel for any ballot which will not scan and must be replicated by the panel. Reviewed the Federal Election Management Guidelines for any processes or procedures which may be incorporated locally. Began researching the reassignment process for all addresses currently assigned to Dahunega County and recording which precinct these locations would be moved to pending the Federal Department of Justice preclearance.
- 1/26 Continued to reassign addresses from the Dahunega County precinct into the surrounding eight precincts in preparation for changing them in the voter registration system once approved by the DOJ. Marc Koopman installed GIS and Pictometry programs on the remaining computers in the office to assist with pinpointing addresses in reference to precinct lines. The three voters with matching social security numbers to convicted felons came in or called requesting further information. Sent the list of 42 military UOCAVA voters to the Federal Voting Assistance Program requesting updated addresses on the soldiers in preparation for the absentee by mail process.
- 1/27 Attended the weekly department head meeting. Mailed the Federal Post Card Application to all 55 UOCAVA voters requesting they update their addresses and political party choices for the 2010 election cycle, sent 13 to secondary addresses. Contacted the local post office for pricing and preferred procedures for overseas mail and balloting.
- 1/28 Reviewed and verified election equipment and office inventory.
- 1/29 Completed and submitted 2010 inventory to the Finance Office. Inventoried, reorganized and secured all keys and security locks. Performed records retention (shredded) the 2007 voter registration maintenance sheets.