



## Lumpkin County Elections & Voter Registration Office

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### March 2011 Activity Report

#### Registration

Registration Activity	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Mo Avg	Now vs Avg	Total Yr
New Voters	112	19	1	235	0	224	118	47	5	281	90	86	90	101.5	-11.3%	1196
Deleted Voters	132	146	37	94	3	73	59	111	4	108	65	32	685	72.0	851.4%	1417
Changes (address/name)	92	18	9	118	7	122	57	21	28	226	36	31	25	63.8	-60.8%	698
Other (duplicate/corrections/etc)	91	6	48	58	43	64	46	46	59	74	46	19	31	50.0	-38.0%	540
Issue Photo ID Card	2	2	1	1	2	2	0	0	2	1	3	3	2	1.6	26.3%	19
<b>Totals</b>	<b>429</b>	<b>191</b>	<b>96</b>	<b>506</b>	<b>55</b>	<b>485</b>	<b>280</b>	<b>225</b>	<b>98</b>	<b>690</b>	<b>240</b>	<b>171</b>	<b>833</b>	<b>288.8</b>	<b>188.4%</b>	<b>3870</b>

Voters	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	Mo Avg	% Yrly Incr	Incr/Yr
Active	14,521	14,087	14,078	14,256	14,267	14,453	14,530	14,541	14,587	14,794	14,842	14,910	14,946	14,488.8	3.2%	425
Inactive	1,795	2,136	2,111	2,090	2,076	2,049	2,018	1,973	1,928	1,904	1,880	1,869	1,266	1,985.8	-36.2%	-529
<b>Total</b>	<b>16,316</b>	<b>16,223</b>	<b>16,189</b>	<b>16,346</b>	<b>16,343</b>	<b>16,502</b>	<b>16,548</b>	<b>16,514</b>	<b>16,515</b>	<b>16,698</b>	<b>16,722</b>	<b>16,779</b>	<b>16,212</b>	<b>16,474.6</b>	<b>-1.6%</b>	<b>-104</b>

**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 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, deceased report, DDS applications never received report, MIDR report, moved out of state report, and duplicate information reports. Research, pull cards, contact voters, and mail letters notifying voters of deletion, hearings or needed information accordingly.

**Current Projects:** The Election & Voter Registration Technician is currently researching the drivers' license numbers of all registered voters using the DDS Motor Voter Lookup and adding the license numbers to the voter records in order to increase the number of voters the ExpressPoll scanners will be able to process on Election Day, which should speed voter check in. This action has been completed for voters with last names through Br. There were 584 voters

removed due to no activity in two general elections, in accordance with state election law. These records were pulled and processed. Ms. Williamson attended classes at KSU 3/22 through 3/25/11 and successfully completed all courses for the Georgia Election Officials Association Certification.

### **Elections & Other Activity**

- 3/1 Completed the research of possible polling location addresses and created letters requesting the use of the facilities. Completed and submitted the monthly report.
- 3/2 Participated in the weekly department head meeting. Submitted the monthly voter registration list changes to the Clerk of Court for jury pool updates. Researched and discussed Sunday liquor sales questions with the County Attorney. Submitted receipts for the voter ID cards to the Secretary of State and performed maintenance on the system. Registered Ms. Williamson for the Georgia Election Official Certification Courses at KSU Center for Election Systems.
- 3/3 Mailed the letters to potential poll owners. Turned in financial requests for the mandatory attendance of the annual Georgia Election Officials Conference. Received new copier and reviewed use (prior copier contract ended.) Continued to research and develop the 2012 budget.
- 3/4 Continued work on the 2012 budget. Researched and answered Com. Raber's questions on candidate qualifications for all local offices. Chairman Treadway visited the office and discussed the letter received from the school system requesting that the schools not be considered locations for polling places.
- 3/7 Continued to work on the 2012 budget. Vice Chairman Oskam visited the office. Researched a voter question.
- 3/8 Continued to work on the 2012 budget.
- 3/9 Continued to work on the 2012 budget. Trained on copier operations by Ikon Rep. Snyder.
- 3/10 Continued to work on the 2012 budget. Participated in a meeting on ADA requirements. Began to develop possible precinct lines for consolidation to five precincts.
- 3/11 Continued to work on the 2012 budget. Met with GIS Director Koopman for the ArcGIS update and discussed redistricting processes.
- 3/14 Reviewed and researched for the challenged voter hearings. Prepared for the monthly Board of Elections & Registration Meeting. Researched and requested information on voters with returned mail with the possibility of having moved out of state.
- 3/15 Monthly Board of Elections & Registration Meeting held. Main topics discussed were: hearing on thirteen voters to be removed from the voter list, 2012 budget review, precinct consolidation and potential poll locations, potential office move. Board Members Drew, Oskam and Pruitt were sworn in by Probate Judge Chastain. Spoke with the R Ranch Director on the potential use of the facility as a polling location. Installed printing capabilities on the reception desk for when the state registration system is in use. Continued research and processing of voters with returned mail showing an out of state address.
- 3/16 Participated in the weekly department head meeting. Completed researching the voters with returned mail and sent out forty four letters to those voters.
- 3/17 Researched all laws and state mandates pertaining to the 2012 budget request.
- 3/18 Board Members Pruitt, Treadway and Oskam visited the R-Ranch and The Dahlonga Assembly of God to measure for ADA compliance and feasibility of the locations for voting. The R-Ranch met state standards and had ample space. The Assembly of God had ample parking and space, but did not meet ADA standards. Continued to research possible precinct divisions and potential polling place locations.
- 3/21 Continued to research laws and mandates for the 2012 budget. Reviewed the county travel policy with Ms. Williamson.
- 3/22 Ms. Williamson attended the first class on the election database and results systems at KSU. KSU Center for Election Systems inspected and upgraded all voting units for Lumpkin County with all units passing inspection. Continued work on the 2012 budget. Received two new voting units and one new ExpressPoll unit in order to keep up with voter growth.

- 3/23 Ms. Williamson attended classes on the logic and accuracy testing of all voting equipment at KSU. Board Member Drew kept the office open while Ms. Pruitt traveled with Federal Department of Justice Inspectors to review three current polling locations for ADA compliance. Submitted the 2012 budget documentation to the Finance Office.
- 3/24 Ms. Williamson attended the second class on the election database and results systems at KSU. Ms. Pruitt attended the monthly webinar hosted by the Secretary of State Elections Division. Completed the monthly meeting minutes for the Board of Elections & Registration and submitted them to the board for review. Assisted Dawson County with an information request. Continued to clean up old information request files and returned mail files kept by a prior employee.
- 3/25 Ms. Williamson attended classes on the ExpressPoll election equipment at KSU. Board Members Treadway, Drew and Pruitt visited Berea Baptist Church to measure for ADA compliance and feasibility of the location for voting. The facility is spacious, but there are concerns about the parking. Continued to investigate and clean up old files on returned mail. Chairman Treadway visited the office. The County Attorney visited to discuss current polling place contracts and future contracts.
- 3/28 Continued to investigate and process returned mail files. Attended the Census Meeting at the LCHS Auditorium.
- 3/29 Downloaded census block data and forwarded to GIS Director Koopman in order to be able to begin redistricting and consolidation of the precincts to ensure all districts and precincts are equally populated. Transported replacement batteries and new equipment to the basement of the library storage area. Began reservations and preparations for a Board function. Continued to investigate and process returned mail files.
- 3/30 Continued to investigate and process returned mail files.
- 3/31 Board Members Treadway, Drew and Pruitt met at the Camp of Colors to discuss concerns by the Board of the Camp and to measure for ADA compliance and feasibility of the location for voting. The location is of ample size with ample parking with no public restroom. The members of the Camp of Colors are concerned about allowing the public in and about issues with cleaning up after elections. Continued to investigate and process returned mail files.