



Lumpkin County Elections & Voter Registration Office

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June 2011 Activity Report

Registration

Registration Activity	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	May 11	Jun 11	Mo Avg	Now vs Avg	Total Yr
New Voters	235	0	224	118	47	5	281	90	86	90	72	97	72	112.1	-35.8%	1182
Deleted Voters	94	3	73	59	111	4	108	65	32	685	79	80	150	116.1	29.2%	1449
Changes (address/name)	118	7	122	57	21	28	226	36	31	25	26	37	34	61.2	-44.4%	650
Other (duplicate/corrections/etc)	58	43	64	46	46	59	74	46	19	31	30	50	85	47.2	80.2%	593
Issue Photo ID Card	1	2	2	0	0	2	1	3	3	2	1	1	1	1.5	-33.3%	18
Totals	506	55	485	280	225	98	690	240	171	833	208	265	342	338.0	1.2%	3892

Voters	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	May 11	Jun 11	Jul 11	Mo Avg	% Yrly Incr	Incr/Yr
Active	14,256	14,267	14,453	14,530	14,541	14,587	14,794	14,842	14,910	14,946	14,973	15,034	14,984	14,677.8	5.1%	728
Inactive	2,090	2,076	2,049	2,018	1,973	1,928	1,904	1,880	1,869	1,266	1,235	1,192	1,180	1,790.0	-43.5%	-910
Total	16,346	16,343	16,502	16,548	16,514	16,515	16,698	16,722	16,779	16,212	16,208	16,226	16,164	16,467.8	-1.1%	-182

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 added to the hearing list.

Weekly: Review the obituaries, pull the registration cards and send hearing notices to be removed. Send letters to all first time registrants in the state of Georgia that registered by mail and did not include a copy of their photo ID. Run reports to ensure there are no duplicate records for any one voter. Mail out hearing letters to those with returned mail or obituaries.

Monthly: Run the state felon report, deceased report, DDS applications never received 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 beginning with "Ga."

Of the 1,053 confirmation notices printed by the state to all voters who have not voted in the past two general elections or voters whose addresses do not match their addresses on file with the U.S. Postal Service, nearly 400 were returned undeliverable. These returned pieces must be researched using tax records, the Department of Driver Services records, on line people search sites and the phone book in order to locate the voter and correct the address or challenge the voter and have the Board of Elections & Registration decide to keep/remove the voter based on the evidence. Of the over 600 notices which were mailed out but not returned by the voter or by the U.S.P.S., their records will become inactive and deleted after two years of continued inactivity.

Elections & Other Activity

- 6/1 Submitted the precinct consolidation preclearance request to the Federal Department of Justice for review. Completed the monthly reports. Updated several office forms and procedures and posted on the Secretary of State eLearn site.
- 6/2 Updated the continuity manual and the office web page.
- 6/3 Management research and education.
- 6/6 Held Office Staff Meeting. Completed the records retention sorting of all election records in the annex storage resulting in thirty two boxes to be destroyed. Began battery check and change out on the DRE/TS voting units. Set up the voting units used at the high school student government election in preparation for the battery change. Assisted with the research process for voters with notices that were returned undeliverable.
- 6/7 Participated in the Secretary of State Elections Division Regional Liaison mandatory web meeting. Continued researching voters with returned undeliverable notices.
- 6/8 Supervisor Pruitt and Elections Technician Williamson attended the mandatory county Defensive Driving class. Board Member Drew provided office coverage. Continued researching voters with returned undeliverable notices.
- 6/9 Continued researching voters with returned undeliverable notices.
- 6/10 Mailed out hearing notices on sixty seven of the undeliverable notices.
- 6/13-16 Supervisor Pruitt on vacation. Continued researching voters with returned undeliverable notices. Election Technician mailed out forty seven hearing letters.
- 6/15 Supervisor Pruitt worked ½ day on answering questions and preparing a response to the Federal Department of Justice about the preclearance submission on precinct consolidation.
- 6/17 Participated in the county safety meeting. Participated in the Secretary of State Elections Division monthly mandatory webinar training. Began creating fillable safety self inspection form. Discussed with the Federal Department of Justice further needed information on precinct consolidation and drafted the discussed documents. Ordered the municipal preliminary list to allow the City Clerk to begin to review the list for any discrepancies in preparations for the Municipal General Election. Reviewed monthly registration reports.
- 6/20 Preparations for the Board of Elections & Registration monthly meeting. Created 2011-2012 election calendar based on the newly passed election laws and posted on the web page. Revised resolution in accordance with suggested changes by the County Attorney for submission to the Department of Justice. Posted Municipal General Election information and link to the City Clerk on the office web page.
- 6/21 Monthly Board of Elections & Registration Meeting held. Main topics discussed were: hearing to delete eighty voters, 2012 budget, Department of Justice preclearance, current office operations and GEOA material review. Prepared meeting minutes and submitted to the board for review. Submitted the signed precinct consolidation resolution to the Department of Justice.
- 6/22 Participated in the weekly department head meeting. Removed all metal from the twenty boxes of records prior to them being picked up by a shredding service. The remaining thirteen boxes of electors lists are being held for donation to the library for genealogy research.
- 6/23 SPLOST election processes and procedures were researched as asked by the County Manager and Finance Director. Sent out reminder notices to all elected officials who had not completed the process for preparing to file all ethics filings directly with the State Ethics Commission. Answered many questions from the elected officials on the process of the turnover of filing officer duties within the counties to the State Ethics Commission, which began in October 2010 and was complete in January 2011. Spoke with the Federal Department of Justice answering questions they had on the proposed precinct consolidation.

- 6/24 Submitted a SPLOST timeline with law citations to the County Manager and Finance Director. Updated the records retention record of destruction. Continued research on voters with returned mail. Began researching resignation and interim appointment procedures for an elected official. Election Technician mailed out three hearing letters.
- 6/27 Continued researching resignation and interim appointment procedures for an elected official. Continued research on voters with returned mail. Updated the office web page. Completed creating and submitted the fillable safety self inspection form to the Human Resources Director. Submitted suggested election and registration process changes to the Secretary of State Elections Division. Continued research on voters with returned mail.
- 6/28 Continued research on voters with returned mail.
- 6/29 Continued research on voters with returned mail and mailed out eighty six hearing notice letters.
- 6/30 Completed and submitted the Secretary of State mandated inventory of election forms and supplies. Held office staff and safety meeting. Began the monthly report. Researched Hall/Lumpkin County line for disputed voter.