



## Lumpkin County Elections & Voter Registration Office

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### July 2011 Activity Report

#### Registration

Registration Activity	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	Now vs Avg	Total Yr
New Voters	0	224	118	47	5	281	90	86	90	72	97	72	96	92.5	3.8%	1278
Deleted Voters	3	73	59	111	4	108	65	32	685	79	80	150	279	108.3	157.7%	1725
Changes (address/name)	7	122	57	21	28	226	36	31	25	26	37	34	27	51.3	-47.4%	670
Other (duplicate/corrections/etc)	43	64	46	46	59	74	46	19	31	30	50	85	28	42.3	-33.9%	578
Issue Photo ID Card	2	2	0	0	2	1	3	3	2	1	1	1	0	1.4	-100.0%	16
<b>Totals</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>208</b>	<b>265</b>	<b>342</b>	<b>430</b>	<b>295.8</b>	<b>45.4%</b>	<b>4267</b>

Voters	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	Jan 11	Feb 11	Mar 11	Apr 11	May 11	Jun 11	Jul 11	Aug 11	Mo Avg	% Yrly Incr	Incr/Yr
Active	14,267	14,453	14,530	14,541	14,587	14,794	14,842	14,910	14,946	14,973	15,034	14,984	14,172	13,489.8	-0.7%	-95
Inactive	2,076	2,049	2,018	1,973	1,928	1,904	1,880	1,869	1,266	1,235	1,192	1,180	1,809	1,615.8	-12.9%	-267
<b>Total</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>16,208</b>	<b>16,226</b>	<b>16,164</b>	<b>15,981</b>	<b>15,105.6</b>	<b>-2.2%</b>	<b>-362</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 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 through "Greenwald."

The confirmation notice process which sent out notices to 1,053 voters who either have not voted in the past three years or whose address did not match the address held by the U.S. Postal Service is complete for 2011. Over 600 voters that did not return their confirmations or update their information were changed from active to

inactive status. Over 400 voters with returned undeliverable confirmation notices were thoroughly researched and if no evidence could be found that they resided in Lumpkin County, the Board of Elections & Registration voted at several hearings to delete their registration in accordance with state law.

### **Elections & Other Activity**

- 7/1 Created monthly report. Researched and assisted a voter who was wrongly placed on the felon list due to a records error at the Department of Corrections. Ordered voter list for a municipal candidate. Reviewed the Board of Commissioner redistricting process and discussed with the County Attorney.
- 7/5 Researched voters with undeliverable mail due to the confirmation process in preparation for hearings to remove them from the voter list.
- 7/6 Participated in the Department Head Meeting. Continued to research voters with undeliverable mail. Researched census information for Animal Shelter Director Harris. Researched 2012 election dates.
- 7/7 Continued to research voters with undeliverable mail and sent letters to all found addresses.
- 7/8 Began research on new batch of voters with undeliverable mail. The City Clerk brought challenges to the municipal voter list. Began researching the challenged voter records.
- 7/11 Received voter list for municipal candidate and began translation of data into usable format. Completed research on voters with undeliverable mail and the municipal challenged voters, began the mail out to the voters.
- 7/12 Answered questions from candidates. Sent out letters to the challenged voters. Reworked office forms. Began sorting voter list for candidate by election.
- 7/13 Participated in the Department Head Meeting. Continued to compile voter list by past three elections. Continued to rework office forms and letters. Created agenda for the next Board of Elections & Registration meeting and submitted to the members for approval.
- 7/14 Completed voter list for candidate. Office inventory of supplies and submitted order. Federal Department of Justice requested further information on the precinct consolidation.
- 7/15 Rearranged office filing. Prepared hearing records and files for the upcoming board meeting. Revised voter list for candidate into a compatible format with his software. Researched SPLOST project.
- 7/18 Began municipal cost estimate for potentially holding municipal elections for the city. Prepared for the upcoming board meeting.
- 7/19 Board of Elections & Registration regular monthly meeting during which it was decided to remove 245 voters from the voter list and the board voted 3-2 to request SPLOST funds for HVAC and parking improvements to the fire stations so that polls may be in county owned facilities. Began the meeting minutes. Reconfigured filing system.
- 7/20 Participated in the Department Head Meeting. Completed the meeting minutes. The voters from the hearing were deleted from the state system.
- 7/21 Continued to research information for the 2014 SPLOST project submission. Reworked wording and merging of office letters.
- 7/22 Responded to Habersham County questions on consolidation process. Mailed the final deletion notices to the challenged voters. Continued to redesign office letters. Continued to research information for the 2014 SPLOST project submission. Answered requests for information from the Secretary of State about election contract services.
- 7/25 Received preclearance to consolidate the precincts from the Federal Department of Justice. Sent copies of the preclearance to all appropriate parties. Requested street index data set from the state in order to begin the process of assigning streets and addresses to the new precincts. Created the letters to current poll owners of locations we will no longer be using and created letters to owners of the location we will be using as polls. We will continue to use four of the current locations, Auraria Community Clubhouse, St. Paul United Methodist Church, Philippi Community Center and Lumpkin County Park & Rec. We will be using new locations of the Dahlonga Assembly of God, R-Ranch and Berea Baptist Church.
- 7/26 Submitted new voter list order for a different candidate. Ran the street index report and began reassignment of the precincts by street/address.
- 7/27 Continued the reassignment of the precincts by street/address. Updated SPLOST project request with received estimate from Maintenance Director Seabolt.
- 7/28 Continued the reassignment of the precincts by street/address. Corrected mail merge office letter.
- 7/29 Completed the municipal estimate of holding a city election and submitted to the County Manager for approval. Upon approval, submitted the estimate to the City Clerk for the City Council to consider. Ordered new municipal voter list to reflect the changes after the hearing. Continued the reassignment of the precincts by street/address.