

# DeKalb County Board of Registration and Elections

## Meeting Minutes

February 8, 2024

Start Time: 4:47 p.m.

End Time: 6:22 p.m.

Board Attendees: Karli Swift, Chair  
Vasu Abhiraman, Vice-Chair  
Anthony Lewis  
Susan Motter

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

### **APPROVAL OF AGENDA**

Chair Swift called the Board of Voter Registration and Elections meeting to order at 4:47 p.m. Ms. Austin read the roll by calling each board member by name. A quorum was met.

Chair Swift stated that she would like to add the VOTE Resolution to the agenda under items for discussion.

Mr. Lewis stated that he would like to add certification of the meeting minutes as an item for discussion.

Motion to approve the agenda as revised by Vice-Chair Abhiraman and seconded by Mr. Lewis. The motion passed unanimously.

### **APPROVAL OF MINUTES**

Motion to approve the minutes of the January 11 scheduled meeting by Mr. Lewis, seconded by Vice-Chair Abhiraman. The motion carried unanimously.

### **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 printed page or less at a minimum font of 12 to [electionspubliccmnt@dekalbcountyga.gov](mailto:electionspubliccmnt@dekalbcountyga.gov) which must be received between 35 and 5 minutes before the scheduled start 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:

Approved 03/18/2024

- Liz Throop
- Beth Levine
- Vic Tripp
- Tommy Travis
- Joan Webb
- Gail Lee

## **ITEMS FOR DISCUSSION**

### A) Director's Report

Director Smith reported on registration, elections, warehouse, budget, personnel, facilities, and communications activities.

Ms. Motter asked about the timeline for the SOS to mail voter registration cards.

### B) I Voted Sticker Challenge

Director Smith provided an overview of the I Voted Sticker Challenge that will be held for DeKalb County high school juniors and seniors to redesign the I Voted sticker.

Chair Swift said that she believes this is a great challenge for the county and that she is in support of it.

Ms. Motter asked if there would be advertisement on the VRE website and the DeKalb County Schools website. She also stated that she believes it is a great idea.

Mr. Lewis inquired about the cost to print the stickers. Director Smith replied that cost has been built into the 2024 budget.

Motion to approve the purchase of all necessary exclusive and professional intellectual property rights for up to three "I Voted" sticker designs (winner, runner up and second runner up) for a total cumulative amount no greater than \$800 and to authorize the Executive Director to issue and execute all associated documents in a form approved by the County Attorney by Vice-Chair Abhiraman, seconded by Ms. Motter. The motion passed unanimously.

### C) Qualification Period || Special Election

Chair Swift stated that a special election may need to be called for a commission district based on vacancies that arise from Commissioners that may be running for CEO. She requested that this item be deferred until the March BRE meeting pending additional information from the office and the law department.

Ms. Motter stated that she would like the legal offering from the County Attorneys.

Ms. Momo stated that the BRE cannot call a Special Election without a vacancy and that the law department is looking into all the possibilities.

Further discussion ensued.

Motion to defer item 5C to the next BRE meeting by Vice-Chair Abhiraman, seconded by Ms. Motter. The motion passed unanimously.

D) Contract Signing Authority || Executive Director

Chair Swift stated that the law department requested this item to be deferred pending additional research.

Motion to defer item 5D to the next meeting by Ms. Motter, seconded by Vice-Chair Abhiraman. The motion passed unanimously.

E) Legislative Update

Ms. Momo provided an update on election-related bills that are being considered in the General Assembly. She stated that further updates would be forthcoming following Cross Over Day.

F) VOTE Resolution

Chair Swift stated that she would like the board to review the options presented in the January meeting and be prepared to decide on this item in the March meeting. She further stated that she would like to take the recommended tiered approach to implementing any changes.

G) Certification of Meeting Minutes

Mr. Lewis said that he would like to discuss a process for certifying the minutes to show that the minutes on the VRE website have been approved.

Director Smith stated that the minutes are watermarked with “draft” in the packet but once the Board approves the minutes, the watermark is removed, and they are posted on the website.

Ms. Motter asked if a header or footer could be added to the minutes to indicate that they are approved.

Director Smith stated that a footer stating approved, and the date would be added to the minutes going forward.

**ITEMS FOR DECISION**

A) Advance Voting Location and Times

Director Smith reported all the sites and provided the dates and times that are proposed for advanced voting.

Chair Swift requested a map view of the AIP polling locations.

Ms. Motter requested clarification on the AIP flyer regarding the additional two sites that would open the last week of advance voting.

Mr. Lewis requested that VRE look for an AIP polling location west of Candler Rd.

Motion to approve the advance voting locations for the 2024 PPP and Special Election for the dates February 19- March 8 by Mr. Lewis, seconded by Ms. Motter. The motion passed unanimously.

B) Election Day Managers

Mr. Lewis asked for the percentage of returning poll managers.

Director Smith stated that she would find out and provide that information to him.

Motion to approve Election Day managers for the PPP by Vice-Chair Abhiraman, seconded by Mr. Lewis. The motion passed unanimously.

C) GA Soil and Water Conservation Commission || Special Election

Director Smith stated that the GSWCC requested their contests to be added to the November ballot.

Motion to authorize the Executive Director to execute the agreement with the Georgia Soil and Water Conservation Commission to hold an election for their district supervisors on General Election Day in a form approved by the law department, seconded by Ms. Motter.

Mr. Lewis asked the law department to expound on the definition of “in a form approved by the law department” for the benefit of the public.

Mr. Phillips replied that it means “the principal deal has been addressed by your staff and the documentation of that in the form of a memorandum of understanding or contract, whatever documents are signed would be reviewed and we, the lawyers, would make sure the form of those documents were appropriate.”

The motion passed unanimously.

D) Communications RFQ

Director Smith began by stating the motion she was requesting the Board to approve. Motion to approve authorization for the Executive Director to execute all necessary documents related to this communications contract in a form approved by the County Attorney.

Further discussion ensued.

The motion was restated by Ms. Momo, moved by Ms. Motter, and seconded by Vice-Chair Abhiraman. The motion passed unanimously.

E) Purchases

a. Dominion

Director Smith stated that this purchase is for Dominion privacy filters for the ICX screens to allow for more voter privacy. She further detailed the additional research conducted by staff for different filter options.

Ms. Motter asked if the screens were EAC approved.

Director Smith stated that according to the Dominion rep, EAC does not qualify products like this as it is not under their scope.

Further discussion ensued.

Motion to approve the purchase of Image Cast Privacy Filters from Dominion for elections in the 2024 cycle by Vice-Chair Abhiraman and seconded by Ms. Motter. The motion passed unanimously.

b. Fort Orange

Director Smith stated that the proposal is for the absentee by mail ballots. She further stated that this was not needed for the March election and would probably not be needed for May, but there could possibly be a need for additional absentee by mail ballots for November.

Further discussion ensued.

Motion to authorize the Executive Director to execute all necessary documents with Fort Orange Press for absentee by mail packets for May and November elections in a form approved by the County Attorney by Vice-Chair Abhiraman and seconded by Ms. Motter. The motion passed unanimously.

c. Tattnell

Director Smith stated that Tattnell Ballot Solutions would be used for printing provisional and emergency ballots.

Motion to authorize the Executive Director to enter into an agreement with Tattnell Ballot Solutions for provisional and emergency ballots for the 2024 election cycle by Vice-Chair Abhiraman and seconded by Ms. Motter. The motion passed unanimously.

**BOARD COMMENTS**

Mr. Lewis thanked the staff for their work.

Vice-Chair Abhiraman thanked the staff and poll workers and wished the public happy voting.

Chair Swift thanked the public for their attendance and invited them to attend the board retreat.

**ADJOURNMENT**

Motion to adjourn by Mr. Lewis and seconded by Vice-Chair Abhiraman. The motion carried unanimously. The meeting was adjourned at 6:22 p.m.