**Decatur County Board of Elections and Registration**

**Decatur County Elections Office, Courthouse Annex**

**122 W. Water St.**

**Bainbridge, GA 39817**

**April 10, 2018**

**Call To Order**

**Administrative Notes**

The monthly meeting of the Decatur County Board of Elections and Voter Registration was called to order by Board Chairman Wendell Cofer at 6:30 p.m. and stated that the meeting had been duly advertised in the newspaper and on the appropriate buildings properly identifying meeting date, time and location as required by governing laws.

**Public Participation**: None

**Board Members present: Staff present:**

Board Chairman Wendell Cofer Carol P. Heard, Chief Elections Official

Board Vice Chairman Willie Lamb Jr. Linda Walton, Clerk of Voter Registration

Board Member Beverly Holmes Office staff Margaret Bryant

Board Member Keith Sellars

Board Member Gina Burke

Guest: Poll worker Melbah Andrews

**Approve Minutes**

Board Member Keith Sellars made a motion to accept the minutes from the March 13, 2018, meeting, and Board Member Beverly Holmes seconded the motion. Motion passed unanimously.

**Budget**

In reviewing the 2017-18 budget, Chief Elections Official Carol Heard said even though there is 44 percent remaining in the budget with 34 percent the ideal percentage remaining, the budget doesn’t reflect recent travel to Athens nor contract labor costs in association with the Primary Election. Heard asked about the installation of a hot water heater and if the county maintenance director doesn’t have time to do it if that item is carried over into the next budget. Chairman Wendell Cofer said he would check on it. Heard also said if the $1,500 for software support is still there as the end of the fiscal year approaches if Arcview can be ordered. Cofer said it would be something to explore and would consult with the county administrator’s office. Cofer asked about the over budget of memberships and fees. Heard had explained it may be from the $200 Election Center yearly fee, and the seven membership fees for VRAG and GEOA. What was discovered after meeting was that the county administrative office had paid the Republican Party $108 for its share of qualifying fees out of the membership and fees line item. Board Member Beverly Holmes questioned if there will be enough money under the group insurance line item. Cofer said it will be close. He said the group insurance cost for each employee increased by approximately $1,000, and the county absorbed most all those costs.

**Old Business**

1. **May 22 Primary/Nonpartisan General Election.**

Chief Elections Official Carol Heard updated the Board on the Primary Election and that Logic & Accuracy testing will begin soon. We have no idea what kind of turnout there will be since there is only one locally contested race, which is the District 6 Board of Education seat. Board Member Willie Lamb said he would like to see board members visit each precinct on Election Day and go through a Secretary of State checklist to ensure that the precinct is set up correctly and things are going smoothly. Chairman Cofer agreed with Lamb’s idea and offered to help. Heard suggested on Primary Election night that if there are more than 50 mailed-in ballots that the office does early tabulation.

1. **Update on legislation dealing with voting equipment**

There was no update because no legislation was passed.

1. **County’s new website, cybersecurity and security in general.**

Chief Elections Officials Heard said the U.S. Department of Homeland Security made a presentation on the last day of the conference. They said hackers are eyeing the possibility of going through local elections computers to try to penetrate state election databases. The Homeland Security representatives also said they would also make site visits to local jurisdictions. There was lengthy discussion with Board Member Keith Sellars talking about cybersecurity. He also reviewed some of the alerts from the Multi-State Information Sharing and Analysis Center and they are good to keep current on and for IT Manager Roy Reynolds to keep up to date with.

**New Business**

1. **Recap of VRAG and GEOA conference in Athens**

Chairman Cofer asked Clerk of Voter Registration Linda Walton about it. She said it was one of the best she attended and that it was comprehensive and compact. She also complimented CEO Heard’s presentation on early tabulation. Staffer Margaret Bryant said it was a good conference and enjoyed the orientation session and getting ideas from other counties. Board Member Willie Lamb said it was much better than the other conference he attended.

CEO Heard said the office had a good voter registration day at Bainbridge High School, registering 117 seniors. Also, some seniors signed up to be poll workers on Election Day.

**Adjournment --** The meeting adjourned at 7:10 p.m.