

Decatur County Board of Elections and Registration
Board of Elections Courthouse Annex Meeting Room
122 W. Water St.
Bainbridge, GA 39817
November 13, 2017

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 5:46 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. Board Member Beverly Holmes told staff she couldn't attend the meeting.

Public Participation: None

Board Members present:

Board Chairman Wendell Cofer

Board Vice Chairman Willie Lamb Jr.

Board Member Keith Sellars

Board Member Gina Burke

Staff present:

Carol P. Heard, Chief Elections Official

Linda Walton, Clerk of Voter Registration

Office staffers Margaret Bryant and Carla Robinson

Guest, Carolyn Reynolds

Approve Minutes

Board Member Gina Burke made a motion to accept the minutes from the Oct. 10, 2017, meeting, and Board Member Keith Sellars seconded the motion. Motion passed unanimously.

Budget

Chief Elections Official Carol Heard said at this point in the year the ideal remaining percentage is 75, and the Elections budget is 84 percent. This budget doesn't reflect most of the costs associated with the Special/General Election. CEO Heard said the Board needs to be aware that there were a couple of Express Polls that will need to be repaired.

She also detailed the travel and training/education line items in the budget for the Board to review. The National Elections Center said the CEO will be in line to graduate in August 2018 if the required courses are completed by then.

Chairman Cofer said he requested Heard put the budget together for CEO Heard to graduate with a national certification before next fall's election. Cofer said he thought national certification is a good thing and would help the Board.

Board Member Keith Sellars made a motion to approve the travel and training for staff that was outlined in the budget breakdown presented by CEO Heard. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.

Chairman Cofer asked how the numbers break down for those attending the combined VRAG/GEOA conference. CEO Heard said there are five budgeted slots, four staff members and one board member. Board Members Gina Burke, then Willie Lamb or Wendell Cofer said either one can possibly attend that conference in Athens.

Old Business

A. Special Election on Nov. 7.

- 1) **Consideration of any provisional ballots.** Clerk of Voter Registration Linda Walton outlined the nine provisional ballots to consider. They are the following:
 - 1) **John Thomas Walker**, who voted in Climax, is not registered. Board Member Keith Sellars offered a motion to reject the provisional ballot of John Thomas Walker. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 2) **Steven Davis**, who voted at the Coliseum, is registered to vote at the Fairgrounds. Board Member Keith Sellars offered a motion to accept only the votes applicable to Mr. Davis' normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 3) **David A. Diaz**, who voted at the Fairgrounds, is registered at the Coliseum. Board Member Keith Sellars offered a motion to accept only the votes applicable to Mr. Diaz' normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 4) **Willie C. Miller**, who voted at the Fairgrounds, is registered at Brinson. Board Member Keith Sellars offered a motion to accept only the votes applicable to Ms. Miller's normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 5) **Donald Bowersox**, who voted at the Fairgrounds, is registered at the Coliseum. Board Member Keith Sellars offered a motion to accept only the votes applicable to Mr. Bowersox's normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 6) **Flora C. Humphrey**, who voted at the Fairgrounds, is registered at the Coliseum. Board Member Keith Sellars offered a motion to accept only the votes applicable to Ms. Humphrey's normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 7) **Shirley Y. Lewis**, who voted at the Fairgrounds, is registered at Mount Pleasant. Board Member Keith Sellars offered a motion to accept only the votes applicable to Ms. Lewis' normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.
 - 8) **Larry Dale Smith**, who voted at the Fairgrounds, is registered at the Coliseum. Board Member Keith Sellars offered a motion to accept only the votes applicable to Mr. Smith's normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.

- 9) **Keller Williams Galpin**, who voted at the Fairgrounds, is registered at the Coliseum. Board Member Keith Sellars offered a motion to accept only the votes applicable to Mr. Galpin's normal ballot. Vice Chairman Willie Lamb seconded the motion. Motion passed unanimously.

2) Certification of Special Called Election and General Municipal Election.

Chairman Cofer said all oaths have been administered, and the Board of Elections certified the final results.

B. Upgrades to the Fairgrounds

Chairman Cofer said there are short-term and long-term upgrades to the building that need to be considered. He said he would like to propose in next year's budget to reroof the building, basically pretty it up, and offer some other upgrades that he feels need to be done.

CEO Heard said the only upgrade completed is the installation of deadbolt locks on the three exterior doors. Along with some of the upgrades outlined by Cofer, Heard said she would like to see the wood racks in the Annex be moved out of the Annex and into the Fairgrounds as well as the electrical wiring for recharging DRE voting machines. She also would like to see a non-bearing wall taken down in the back rooms and have that one room reinforced. Member Sellars he would like to see that the storage of the DREs not go above the waistline because of their weight and difficulty in moving them around when they are above a certain height. Cofer said if the DREs are stored at the Fairgrounds that the storage room be upgraded almost to "evidence-room" standards with steel mesh, etc. Cofer estimated that it would cost \$15,000 to upgrade the Fairgrounds to what he would envision the citizens of Decatur County to go vote in.

CEO Heard said long time poll manager Janelle Nelson is preparing to move to Dothan, Ala., to an assisted living facility. Heard said Ms. Nelson has been an extremely valuable employee and poll worker for many years. Heard suggested that a very nice and rightfully earned recognition of all her work and knowledge would be to name the Fairgrounds polling location in her honor.

Chairman Cofer said he sent a request to the county administrator on what the policies and procedures are for naming a county building in someone's honor. He has not heard back from him. Cofer said he would like the recognition to be formally designated with her name on the building, especially after 45 years of service.

New Business

A. Establishing a homeless shelter address.

CEO Heard said a voter registered to vote and he put down as his address "homeless." The Secretary of State's Office says a voter must have an address attached to that voter. Heard said she called the Salvation Army and a local shelter, but both declined to use their addresses as a homeless shelter address in order to assign this voter a combo number. Heard requested the Board consider using the Elections Office physical address as a homeless address just for the purpose of assigning a homeless person a combo number.

Board member Keith Sellars questioned what would happen to that voter's mail. CEO Heard said the only mail the voter would get would be a precinct card, and the Elections Office just needs an address to assign a combo number to potential homeless voters.

Board Member Gina Burke made a motion that the Elections Office's physical address be the address used to assign a combo number for voters who say they are homeless. Vice Chairman Willie Lamb seconded the motion. Motion passed with Member Keith Sellars voting against the motion.

B. Recognition of poll workers.

Chairman Cofer said the CEO needs to have guidance on poll worker recognition. Cofer said he had also posed that question to the county administrator, but has not heard back from him on any policy. Cofer said he gets tired of plaques. Cofer said 10 years' service is an appropriate timeframe for being recognized at the beginning, and then five-year increments after that. Chairman Cofer directed the CEO to draw up a draft policy for poll worker recognition to be emailed to each Board member for consideration at the January meeting.

C. Consideration of canceling December's meeting.

Chairman Cofer offered a motion to cancel the regularly scheduled December meeting. Board Member Keith Sellars seconded the motion. Motion passed unanimously.

Adjournment -- The meeting adjourned at 6:59 p.m.