**Decatur County Board of Elections and Registration**

**Decatur County Elections Office, Courthouse Annex**

**122 W. Water St.**

**Bainbridge, GA 39817**

**August 13, 2019**

**Call To Order**

**Administrative Notes and Announcements**

The regular meeting of the Decatur County Board of Elections and Voter Registration was called to order by Board Chairman Keith Sellars at 6:30 p.m., and stated that the meeting had been duly advertised in the newspaper, and on the appropriate building properly identifying meeting date, time and location as required by governing laws. Board Vice Chairman Beverly Holmes told staff prior to the meeting that she would be a little late. She arrived shortly after the meeting began.

**Public Participation**: None

**Board Members present: Staff present:**

Board Chairman Keith Sellars Carol P. Heard, Chief Elections Official

Board Vice Chairman Beverly Holmes Tasia Porter, Clerk of Voter Registration

Board Member Johnny Brown Margaret Bryant and Carla Robinson, office staff

Board Member Gina Burke Billy Ward, Edith Miller, Suzan Yates, Melba Andrews

Board Member Dan Provence and Marlis Fewell, poll workers

 James Conger, representative of the state Democratic Party

**Approved Minutes**

Board Member Gina Burke made a motion to accept the minutes from the June 11, 2019, regular meeting. Board Member Johnny Brown seconded the motion. Motion passed unanimously.

**Budget**

Chief Elections Official Carol Heard said the 2018-2019 fiscal budget ended with a 9 percent surplus. CEO Heard said short-term future expenses are the installation of the alarm system and the renovation of some areas within the Annex.

CEO Heard said the cities are obligated to reimburse the county for the costs of their elections this year, which those funds would return to the county’s general funds. Also, as a pilot county, the Secretary of State’s Office said they will reimburse the county for Clerk of Voter Registration Tasia Porter and CEO Heard’s travel expenses for training in Atlanta.

**Old Business**

1. **Consideration of bids for security system in Annex.**

CEO Heard said the Board approved the bid from Camilla Alarm in June, but discovered the building is not conducive to wiring areas in the front of the building, so he needed to revise his bid to include wireless components. The revised bid is $711.42 more for a total of $3,173.74. Chairman Sellars said there were some emails detailing the changes and the necessity of moving forward with finishing the alarm system installation. He said he would like to have a motion to approve the additional costs for the new alarm system by Camilla Alarm. Board Member Dan Provence forwarded the motion, Board Member Gina Burke seconded it. Motion passed unanimously.

**New Business**

1. **State Elections Board case 2016-016.**

CEO Heard said the State Elections Board case 2016-016 was a self-reported event that happened during advanced voting of the 2016 Presidential Preference Primary. She said it was basically all good intentions to correct a mistake that cascaded into a violation of state law. Chairman Sellars said we did right by owning our mistakes and self-reporting it, and that we emphasize if mistakes happen, we admit them and own them. He said dishonesty happens when mistakes happen, and we try to hide them. We were pro-active with it and mitigated it. Heard is scheduled to travel to the SEB meeting on Aug. 21.

1. **Call for Special Election to fill the vacancy of Bainbridge City Councilman Derik McDowell**

CEO Heard said the City of Bainbridge requested the special election to fill the vacancy of resigned City Councilman Derik McDowell. This special election will tie in with the city’s called election of two referendums and regular municipal elections. Qualifying ends on Aug. 23.

1. **New ballot printer vendor**

Chairman Sellars said there were some emails transmitted from the Center for Elections saying pilot counties and others that were using ES&S’ Balotar would need to act quickly to secure a ballot printer for the November election and beyond. CEO Heard said there are two vendors, Tattnall Printing in Reidsville, Ga., and PrintElect in North Carolina. Tattnall sent in a reasonable quote that is comparable. Heard said her recommendation was to go with Tattnall. Board Member Beverly Holmes offered a motion to have Tattnall Ballot as the vendor for ballot printing moving forward. Board Member Dan Provence seconded. Motion passed unanimously.

1. **Security protocols for poll workers**

CEO Heard said former Elections Board Chairman and Sheriff’s Department Major Wendell Cofer spoke at a recent poll worker meeting about safety and security. He painted several scenarios and asked questions on how poll workers may respond. The staff produced a Poll Worker Safety Protocol packet that all the poll workers will receive.

1. **What we know about the new voting equipment**

Chairman Sellars said poll managers and assistant managers need to work on Nov. 5 even if their precinct is not open on Nov. 5; all poll workers, even if they don’t work on Nov. 5, need to make plans to attend training sessions numbers 1 and 2. They will be reimbursed; and, several surrounding county election officials are invited to attend training. There was discussion on various aspects of the new machines and plans to implement them.

**Adjournment --** The meeting adjourned at 7:20 p.m.