

Henry County ELECTORAL BOARD MEETING MINUTES
OCTOBER 6, 2020

Present: Rita Shropshire, Chair
Valeria Edwards, Vice-Chair
Ellen Boone, Secretary
Julie Waddell, Asst. Registrar, Acting Registrar
Absent: Elizabeth Stone, Registrar

Meeting called to order at 10 AM.

Personnel review:

Board discussed hospitalization of Elizabeth Stone and unknown return at this time. Board agrees that, Julie Waddell is fulfilling her duties and the duties of the registrar as Acting Registrar.

Administrative Clerks Julie Craddock and Gwen McVickers' hours have been changed from 29/week to 39+/week as duties have increased due to increase of absentee ballot requests, voter registration, and early voting. Julie is maintaining a log of hours worked by her and the clerks, including hours at home performing duties. Alex Clifton, Asst. Registrar, is maintaining hours as part-time, curing absentee ballots. . An additional OOE, Michelle Edwards has been recruited to work with Alex after hours to enter voter registration and absentee ballots.

Old Business

1. Board members reported OOE recruitment from names provided from ELECT. One OOE was recruited from the 6 submitted.
2. Valeria Edwards recruited 4 OOE from the community college.

3. Board reviewed the precincts OOE for Nov. 3 .
One OOE has resigned from 301, but OOE has been recruited.
401 2 additional OOE recruited
402 2 additional OOE recruited
505 1 additional OOE recruited
603 2 additional OOE recruited.

Discussion agreed additional OOE should be recruited in case of OOE not being able to work Nov. 3.

Board reviewed and appointed precincts' Chiefs and Asst. Chiefs.
CAP OOE have agreed to preprocess absentee ballots to 2 days/week until Nov. 3 and the days following the election to complete absentee ballots received Election Day and those post marked Nov.3 and received by 12 noon Nov 6, 2020.

4. Board reviewed quote from Richard Sarver Services to sanitize 17 precincts , \$120/precinct, following the election. Rita motioned and it was seconded to have

- Richard Sarver Services sanitize the precincts. Motion was passed
5. Rita reported that L&A of all scanners will be completed October 6, 2020.
 6. Rita reported OOE for early voting have been scheduled.
 7. Julie reported not all PPE have been delivered. Board will pack PPE next week.
 8. Ellen reported training meetings for OOE will be Oct 20,21,22 from 6 PM to 9PM. Letters of notification mailed October 6, 2020.
 9. Ellen reported that Tammy Alexander, Elect Campaign Finance Compliance and Training Specialist , will be assisting the Board November 4- 6, 2020 with canvas and post election duties.
 10. Ellen reported Elect will be publishing guidance on curing absentee ballots received after 7PM and from precinct drop bags .
 11. Julie reported voter registration has increased to 37,000, early voting has exceeded 2500, and 3300 absentee ballots have been requested and mailed.

New Business

1. Board reviewed the ID Confirmation Statement.
2. Board will discuss individual responsibilities for OOE trains next meeting, October 13,2020.

Meeting adjourned at 1 PM

Respectfully submitted,

A handwritten signature in black ink that reads "Ellen T. Boone". The signature is written in a cursive style with a large, stylized initial "E".

Ellen Boone
Secretary