



GLYNN COUNTY BOARD OF ELECTIONS AND REGISTRATION

Meeting, Tuesday, January 10, 2023, Board of Elections Office

The January meeting of the Board of Elections and Registration was called to order at 2:00 PM.

Present were Patricia Featherstone, Chairman; Keith Rustin, Vice Chairman; Ward Schaumberg, Secretary; Tommy Clark, Member; Christopher Channell, Director; Christina Redden, Assistant Director; Gordon Jackson, *The Brunswick News*; Joyce Kitchens; Lavonia Clark; Penny Hennessey. Sandy Dean, member, was absent.

Public Comment

There were no public comments.

Approve the Minutes of the Special-Called December 9, 2022 Meeting and the December 13, 2022 Meeting

The December 9 minutes had been tabled from the previous meeting. Mr. Clark made a motion to approve the December 9 minutes, Mr. Schaumberg seconded. The motion passed 4-0. Mr. Clark made a motion to approve the December 13 minutes, Mr. Rustin seconded. The motion passed 4-0.

Old Business

Office Space Update

Final preparations have begun but flooring, final paint, and IT security cannot be installed until the doors are installed. February 1 remains the move-in date. FLETC will be donating a significant amount of furniture which will be delivered within the week. Ms. Featherstone inquired about the remaining furniture needed by February 6. Mr. Channell confirmed staff is currently acquiring purchase orders for the furniture. Mr. Clark inquired about security surveillance. Mr. Channell confirmed surveillance will be installed once the doors are installed. At that point, equipment relocation can begin.

FY24 Operating Budget Discussion

Chris presented the proposed budget which includes funding for five potential elections: November 2023 General/Municipal Election, December 2023 Municipal Runoff, March 2024 Presidential Preference Primary, May 2024 General Primary, and June 2024 General Primary Runoff. Although there is a plan to reduce precincts, there will still be a large poll worker staff to accommodate the larger, combined precincts. Postage was increased to accommodate re-precincting, the increased size of future precinct cards, and the 2023 USPS price increase. Ms. Featherstone asked that the bulk of re-precincting mailing be conducted in the current budget, as originally planned, to reduce the requested FY24 amount. Mr. Channell will revise the budget accordingly. Equipment purchases include PollPad upgrades and expected costs related to the State equipment upgrade in the summer. Ms. Featherstone expressed concern over the increase in general supplies funds. Mr. Channell stated his staff continues to act fiscally responsible when ordering supplies and have always remained under budget. In most budget years, the elections department returns money to the county's general fund. Mr. Clark made a motion to approve the FY24 Budget request with the revised postage amount, Mr. Schaumberg seconded. The motion passed 4-0.

Risk-Limiting Audit Results

Four batches were audited for the State audit with 100% accuracy. An internal audit of the BOE Early Voting site ballots was conducted to verify the results after a scanner malfunction during voting. These results were confirmed with 100% accuracy. Mr. Channell discussed sentiments expressed by State Election Board members which implied in the future risk-limiting audits may be required after every election.

GARViS Update (Training and Implementation)

Enet will terminate on January 31 and GARViS will go live on February 6. Mr. Channell and Ms. Redden had recently attended State training on the new system. Glynn County will also host regional training at the Casino building on January 23. Mr. Channell assured his staff will be ready to use GARViS when it goes live. Ms.

Featherstone asked if it will impact the writing of the Standard Operating Procedures. Ms. Redden answered it will fundamentally impact many procedures, which will delay the writing but will streamline processes, and gave examples of changes. Once the changes have been evaluated for a few months, writing should continue.

New Business

GAVREO Conference, Jekyll Island Conference Center, February 12-15, 2023

Mr. Channell asked Board members to verify their attendance as registration is due on Friday. Ms. Featherstone, Mr. Rustin, and Mr. Schaumberg will attend.

Office Report

Mr. Channell reviewed the latest voter registration numbers. Ms. Featherstone inquired about Open Records Act Requests. Ms. Redden confirmed there are no new requests this month with the exception of requests for data which was already publicly available on the website. Mr. Channell reviewed the current financials, which include the cost of the voting equipment warranty. Mr. Schaumberg asked about the expected status of the budget at the end of the budget year. Mr. Channell confirmed he expects to return a substantial amount of the budgeted funds. Mr. Channell gave a staff update including the hiring of a new Elections Technician and the posting of the Administrative Technician position. Mr. Channell and Ms. Redden have been evaluating new polling locations, one location in northern Glynn will be voting on the issue the following evening. Mr. Channell has set the February meeting as a goal of having the first map draft. Mr. Rustin noted it is important to anticipate population growth when drawing the maps. There is no precinct size cap but precincts must be reduced to less than 2000 people if there is a line longer than one hour. Ms. Featherstone inquired about the Intergovernmental Agreement with the City of Brunswick. Mr. Channell stated the county attorney is finalizing the agreement for the Board to sign. In closing, Mr. Channell noted Ms. Redden received recognition from the State for her role in GARVIS testing over the past year. Ms. Redden will also be presenting at the GAVREO conference on creating stakeholders within the community.

Board Member Comments

There were no Board member comments

Executive Session

There was no motion for Executive Session.

Adjournment

Mr. Clark made a motion to adjourn, Mr. Schaumberg seconded. The motion passed 4-0.

Patricia Featherstone, Chairman

Ward Schaumberg, Secretary