

# BOARD OF ELECTIONS

HOUSTON COUNTY GOVERNMENT BUILDING  
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## MEETING MINUTES Tuesday, February 4, 2020

The February 4, 2020 meeting of the Houston County Board of Elections was called to order at 5:30 p.m. by Chairman Katherine Shelton.

Members of the Board Present: Katherine Shelton – Chairman  
Barbara Waddle, Vice Chair  
John Applegate

Member(s) of the Board Absent: Henry Childs

Member(s) of the Staff Present: Debra Presswood, Registration/Election Supervisor

Chairman Shelton called for the approval of the minutes of the January 7, 2020 meeting. A motion was made by John Applegate and seconded by Barbara Waddle to approve the January 7, 2020 meeting minutes. The motion carried by all.

### REGISTRATION/ELECTION SUPERVISOR REPORT:

Registration Active and Inactive voters' figures as of February 4, 2020, Managers and Assistant Managers List for the March 24, 2020 Presidential Preference Primary Election, Qualifying fees for the May 19, 2020 General Primary Election, Early Voting Schedule with dates, locations, and times for the Presidential Preference Primary Election, and a letter from Coalition for Good Governance were given to Board Members.

Qualifying for the May 19, 2020 General Primary Election and the first day of early voting for the Presidential Preference Primary Election is March 2, 2020.

On January 30, 2020 we received an Elections Management Server and an Image Casting Central Scanner. Chris Oram, Dominion Tech, reported on January 31, 2020 to help staff set up the Image Casting Central Scanner. As of today, February 4, 2020, Houston County has two new voting units.

The old voting equipment is scheduled to be picked up on February 7, 2020 and the remainder of the new voting equipment is scheduled to be delivered on February 10, 2020.

We conducted poll worker training January 22 – 24 and January 27 – 29. The training entailed elections laws, new procedures, and a brief introduction to new voting equipment. We will have hands-on equipment poll worker training February 20 -21; February 25 – 26 and February 28. Poll workers will be required to do a mock election.

January 23, 2020 Debra Presswood, Andrew Holland, and Cindy Gordy traveled to the Georgia Secretary of States Office in Macon, GA for Logic & Accuracy Testing, and Elections Management System training.

Georgia Secretary of State contracted E-System electrical to inspect all polling locations. William M. Felt, E-Systems Representative, inspected all Houston County Polling locations January 21 and January 22.

We will began mailing out absentee ballots for the Presidential Preference Primary Election on February 4, 2020.

The next board meeting will be March 4, 2020 at 5:30 p.m.

**Old Business:**

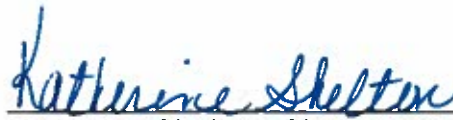
None

**New Business:**

Approval of Poll Worker Managers and Poll Worker Assistant Managers for the March 24, 2020, Presidential Preference Primary Election, was tabled.

John Applegate was selected to represent the Board of Elections on the voter review panel for the March 24, 2020 Presidential Preference Primary Elections and Katherine Shelton was selected as alternate representative.

There being no further business the meeting adjourned at 6:12 p.m.



\_\_\_\_\_  
Katherine Shelton, Chairman  
March 2, 2020



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Debra Presswood, Secretary

This meeting was conducted in accordance with the Georgia Meeting Provisions of Title 50, Chapter 14 of Georgia Code.