



**SHELBY COUNTY ELECTION COMMISSION
REGULAR COMMISSION MEETING MINUTES**

March 25, 2024

The regular meeting of the Shelby County Election Commission was held on March 25, 2024, at the O.C. Pleasant, Jr. Election Operations Center, 980 Nixon Drive, at 4:00pm. This meeting was recorded on Facebook live.

MEETING CALLED TO ORDER: By Chairman Luttrell at 4:03pm.

PLEDGE OF ALLEGIANCE

COMMISSIONERS PRESENT CONSTITUTING A QUORUM: Commissioners Luttrell, Kimbrow, Stamson, Uhlhorn and Wharton.

OTHERS IN ATTENDANCE:

Linda Phillips, AOE	Matt Sherill, IT
Joe Young, DAOE	Jim Pruett
Will Brantley, Attorney	Andrew DeShazo
Sherry Hewlett, Staff	Sandra Oats
Eleanor Brooks, Staff	Cherie Pyron
Stanita Gaddy, Staff	

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

James Pruett

APPROVAL OF JANUARY 8, 2024, SPECIAL MEETING MINUTES:

MOTION STATED: Commissioner Kimbrow motion to approve the minutes.

SECONDED BY: Commissioner Uhlhorn.

ROLL CALL VOTE: Motion Carried Unanimously.

APPROVAL OF JANUARY 24, 2024, SPECIAL MEETING MINUTES:

MOTION STATED: Commissioner Uhlhorn motion to approve the minutes.

SECONDED BY: Commissioner Stamson.

ROLL CALL VOTE: Motion Carried Unanimously.

APPROVAL OF FEBRUARY 8, 2024, SPECIAL MEETING MINUTES:

MOTION STATED: Commissioner Kimbrow motion to approve the minutes.

SECONDED BY: Commissioner Stamson.

ROLL CALL VOTE: Motion Carried Unanimously.

CERTIFICATION OF MARCH 5, 2024, PRESIDENTIAL PREFERENCE PRIMARY

MOTION STATED: Commissioner Uhlhorn motion to approve.

SECONDED BY: Commissioner Kimbrow.

ROLL CALL VOTE: Motion Carried Unanimously.

AOE Phillips presented information on the motion and recommended certification.

VOTER REGISTRATION APPEAL (DONES)

MOTION STATED: Commissioner Uhlhorn motion to approve.

SECONDED BY: Commissioner Kimbrow.

ROLL CALL VOTE: Motion Carried Unanimously.

AOE Phillips presented information on the motion and recommended certification.

VOTER REGISTRATION APPEAL (O'Bannon)

MOTION STATED: Commissioner Kimbrow motion to approve.

SECONDED BY: Commissioner Uhlhorn.

ROLL CALL VOTE: Motion Carried Unanimously.

AOE Phillips presented information on the motion and recommended approval.

VOTER REGISTRATION APPEAL (Townsend)

MOTION STATED: Commissioner Uhlhorn.

SECONDED BY: Commissioner Wharton.

ROLL CALL VOTE: Motion Carried Unanimously.

AOE Phillips presented information on the motion and recommended approval.

VOTER REGISTRATION APPEAL (Woodson)

MOTION STATED: Commissioner Kimbrow

SECONDED BY: Commissioner Uhlhorn.

ROLL CALL VOTE: Motion Carried Unanimously.

AOE Phillips presented information on the motion and recommended approval.

ANNUAL SEXUAL HARASSMENT TRAINING:

Deferred until April 22, 2024

LEGISLATIVE UPDATE:

AOE Phillips gave update on legislation.

Administrator's Report

April, 2024

- **Building Renovation** – I am pleased to report that the funding for the renovation has been approved by the County Commission. As I understand it, the execution of the contract is pending. No formal communications have occurred yet, but a team from A&B Construction was out looking at the property to decide where to put the construction trailer. We expect construction to begin about June 1st. The first phase will be the exterior and parking lot.
- I have been appointed to the Advisory Committee of the Voting Information Project (VIP). VIP is a partnership between jurisdictions and Google to amplify accurate information to voters. Jurisdictions provide official information to the VIP project which uses Google Civic Information API to provide another avenue for voters to access information. The theory is that the more opportunities for voters to get accurate information will cut down on the misinformation out there.
- **Community Outreach** – we participated in the following outreach events:
 - Helping Young People Excel – Attendees were too young to register but we did register adults on campus that day.
 - Naturalization Ceremony - We registered 22 new citizens at the Federal Building. One of the new citizens was so excited about voting that they also wanted to be a poll worker and completed an application on the spot.
 - A Deputy Registrar class was held last Saturday.
- **High School Registration** – so far this school year we have registered 2090 students. We will have a full report after we finish this project in the next few weeks.
- **ADA Accessibility** – We are surveying all of our polling locations. As part of this, I held a training session this morning for the techs that will be surveying the locations. I have included a copy of the survey in your packets. As you can see it is quite detailed. As a side note, this building is not compliant, so it couldn't be used as a poll place. (The parking and entrances will be compliant after the renovations are completed.)

- Candidate classes. - There will be Campaign Finance classes held in May and June. We will hold a "Be Candidate Ready" class in June for municipal candidates if there is any interest.
- I will be out of the office the week of May 6th. On the 6th, I will be attending the state seminar. The rest of the week, I will be visiting family, including a brand new adorable great-niece.

Event	Date	Days Until
First Day to Pick up Petitions for Bartlett, Collierville, Germantown, Lakeland, Millington	6/17/2024	56
First Day of Early Voting for August Election	7/12/2024	81
Election Day State Primary County General Arlington	8/1/2024	101
Qualifying Deadline for Bartlett, Collierville, Germantown, Lakeland, Millington	8/15/2024	115
Voter Registration Deadline for the November Election	10/7/2024	168
First Day of Early Voting for November Election	10/16/2024	177
Presidential Election and State General Election	11/5/2024	197