

SHELBY COUNTY ELECTION COMMISSION

COMMISSION MEETING MINUTES

June 28, 2021

The regular meeting of the Shelby County Election Commission was held on June 28, 2021 at the Sheriff's Training Center at 4pm.

MEETING CALLED TO ORDER: By Chairman Taylor at 4:00pm.

COMMISSIONERS PRESENT: Commissioners Stamson, Smith and Lee.

OTHERS IN ATTENDANCE:

Joe Young, DAOE
John Ryder, attorney
Monice Hagler, attorney
Jacob Swatley, attorney
Carol Collinsworth, staff
Ron Boozer, staff
Genine Taylor, staff
Vicki Collins, staff

PLEDGE OF ALLEGIANCE

APPROVAL OF May 25, 2021 MINUTES:

MOTION STATED: Commissioner Smith made a motion to approve the minutes.

SECONDED BY: Commissioner Stamson

OUTCOME OF MOTION: Passed unanimously

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Janis Kimbrough
Charlotte Wheeler
Sarah Freeman
Erika Sugarmon
Kelly Cruise
Sally Klinke
P Moses

CHAIRMAN'S COMMENTS:

SCEC made a decision on voting machines a year ago. The public should direct their passion regarding voting machines to the County Commission. Received a letter from ES&S in response to question from a voter. Public comment procedure explained.

ATTORNEY'S REPORT:

No active litigation.

ADMINISTRATOR'S REPORT:

Delivered by Joe Young. Attached.


PURGING VOTERS WITH FELONY CONVICTIONS:

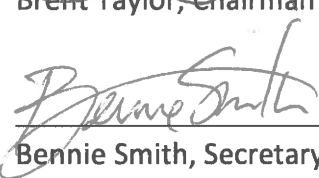
Voter Candidate Services Manager, Genine Taylor, explained the law and process of determining and removing voters with a felony conviction. Vicki Collins, who is the SCEC contact for felons, gave further explanation.

OLD BUSINESS: none

ADJOURNMENT:

Motion made to adjourn by Commission Smith, seconded by Commissioner Stamson.
Meeting adjourned at 5:05pm.

Brent Taylor, Chairman	Date
	7/25/21

Bennie Smith, Secretary	Date

This meeting was recorded on facebook live.



Shelby County Election Commission

Administrator of Elections Monthly Report June 2021

Voter and Candidate Services

- **List Maintenance** - We are continuing to do the list maintenance required under TCA§2-2-106. I do not expect this project to be finished until early August. I'll give final numbers when we are finished.
- **Living in a Post Office Box** - We have sent letters to all of the voters whose registration address is a United States Post Office or a UPS store asking for their actual home address. We will send their mail to any address they prefer but they need to be precincted where they actually live.
- **Social Security Numbers** - We have sent about 450 letters to voters for whom we do not have social security numbers. These are voters who registered in the 1960's and early 70's who were not required to provide an SSN when they registered. Our system is using 999-99-9999 as a placeholder for their SSN. This is a double whammy for us - first, these voters constantly appear on the Duplicate/Invalid SSN report. Second, many are probably no longer with us but the death reports use the SSN as a reference number. Many, if not all, of these letters are being returned as undeliverable. (Most of these voters have not voted in at least ten years.)
- **The Mrs. Problem** - We are continuing to work on the problem that was created when a previous election administrator decided to remove the suffix "Mrs." from voter registration records. It was very common for women to register as Mrs. "Husbands Name" up until the late 1970's. When Mrs. has been removed from those records, we are left with a record that says "Husbands Name" but the gender is female. Many of these voters are no longer with us but verifying that is sometimes difficult. We can often find the wife's name in the husband's obituary or on property records. Once we have a name, we can find an obituary or consult the Department of Safety. (About the only plus of the pandemic that I can find is that the Memphis Public Library Commercial Appeal databases are

now all available on line and that the Commercial Appeal is now key word searchable.)

- **Addresses** - Our VR system uses addresses that match the standardized United States Postal Service (USPS) addresses. This annoys some condo owners who feel that their address should have "UNIT" instead of "APT" but until the USPS changes, we have no choice but to list their address as "APT".

Operations Department

- **Congratulations!** Carla Lytle, our operations manager, has just returned from a week of classes conducted by the Election Center. She is well on her way to earning her Certified Elections Registration Administrator (CERA) designation. To earn a CERA designation, a person must be a full time election or registration official and have at least two years of experience in managing elections. The candidate then takes 120 hours of course work divided into 12 separate study areas. In addition, they must attend at least two workshops given by the Election Center and attend one national conference.
- **Polling Places** - We continue to work on locating polling places that might be used depending upon where the various legislative bodies draw their district lines. We are planning to have identified at least 30 additional places in the areas of population change and done all of the steps necessary to use these facilities as polling places should we need to. First, the owner must be willing to be a polling place, we have to conduct an ADA survey, and we need to confirm the ownership of the facility as we generally do not use facilities owned by individuals who might have conflicts of interest.
- **Interns** - We have two interns this summer courtesy of the Shelby County Commissioners - Nia Stroggins and Madison Davis. One is working at Nixon and one downtown. They will be with us for six weeks. Right now they are helping on the list maintenance project but they will be switching to the update of the poll worker database when we get their computer access settled.

Administrator

- **Vacation** - I am sorry I am not here today. I am on a vacation that was planned for many months before the meeting date changed.

- **Mask Policy** - Our mask policy has changed to match that recommended by the CDC and the latest Shelby County Health Directive. Masks are not required for those who are fully vaccinated but are required for those who are not.
- **ElectionsShelbyTN.gov** - Our .gov domain name was approved and ShelbyVote.com will migrate over in the next couple of weeks. Shelby County IT has had some staff shortages and some issues with the rebuild of the East Data Center, so while it is on their list, it has not made it to the top. Our page views from July 1, 2020 until June 22, 2021 totaled 971,751. Overall, since it's inception in January, 2018, we have had 3.5 million page views on ShelbyVote.com
- **Annual Training for Administrators** - The annual TACEO training has been set for September 22, 2021. (This is a change from the date announced at the last meeting.) This will be a virtual meeting and will be focused on the nuts and bolts of redistricting – not the process of actually drawing the lines but what we have to do after the lines are approved. Attendance is limited to staff and Commissioners. In the unlikely event you want to attend this, it is from 8:30am until 3:30pm CDT. Should you want to attend, let me know and I will get you registered.
- **Live Streaming** - We are live streaming this meeting via Facebook. We didn't do a lot of publicity about this but invited a few people to watch to make sure it works correctly. Assuming we have no problems this month, we'll advertise it for next month. The live streams will be archived on Facebook.
- **Budget** - We fared reasonably well in the budget cycle. The Commission took steps to remedy our salary compression problem, provided a little bit more for legal fees, and provided labor for redistricting. They did not fund the postage and mailing of the cards for voters whose precincts and districts will change but this is not an optional expense and the Commission is aware of this. They prefer to see how many cards will be mailed so they have a better idea of the actual amount required. I estimate that there will be a minimum of 70,000 and could be as many as the entire pool of registered voters. We will outsource the printing and mailing of the cards – this is a project we are not set up to do.
- **Redistricting** - The Comptroller's office still anticipates that they will receive the census population detail on August 16th. It will take them about a month to process the data into a form that can be used by the County Commissions, so we expect the data to be available no later than September 20, 2021. Redistricting

must be completed by December 31, 2021. Our VR vendor needs about four weeks to get the new shape files loaded and tested in the UAT environment and then move to production and we need a few weeks to update all our materials. There are holidays in that time frame, so the County Commission needs to have made their decisions as close to the first of November as possible.

- **First Time Voter Ruling** - The 6th Circuit Court of Appeals vacated the September 9th ruling that allowed voters who registered on line or by mail to vote by mail the first time, so TCA §2-2-115(b)(7) still holds. Unless a voter is on the permanent absentee voting register, enrolled in the Safe at Home program, or they have previously voted in Shelby County, they must appear in person to vote in the first election after they have registered by mail or online at GoVoteTN.gov
- **May 2022 Primary** – Both parties have been notified of the August 23, 2021 deadline to call a primary election. I've been in communication with both parties, so I know they are aware of the deadline. Please note that the request must be in writing, signed by two members of the executive committee, and received by the Election Commission on or before August 23, 2021. There is no flexibility about that deadline, so I strongly recommend hand delivery.
- **Precinct Creation** – There seems to be a little confusion as to how polling places are created. TCA §2-3-101 authorizes us to have a single election day polling place per precinct, so there is only one per precinct. Precincts are based upon population, so areas of the county that are sparsely populated have fewer precincts than more densely populated areas. TCA §2-3-103 limits a precinct to no more than 6,000 voters whenever practicable.
- **Run the 901** – Congratulations to our employees who finished the Run the 901 challenge. Valerie Carter, Pamela Gentry, Sylvia Hampton, and Marquita Mitchell won a \$100 gift card for completing this. Jacqueline Trobee finished with high marks and won a Fitbit.
- **Days to Upcoming Events:**
 - First Day to Issue Petitions for the May Primary – 175 Days
 - Deadline for Redistricting – 186 Days
 - Voter Registration Deadline for the May Primary –280 Days
 - Primary Election – 309 Days