



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

February 23, 2026

The regular meeting of the Shelby County Election Commission (SCEC) was held on February 23, 2026, at the O.C. Pleasant Jr. Operations Center, 980 Nixon Drive, Memphis, TN 38134, at 4:00pm. This meeting was recorded on Facebook live.

MEETING CALLED TO ORDER: By Chairman Luttrell at 4:08pm.

PLEDGE OF ALLEGIANCE

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

OTHERS IN ATTENDANCE:

Linda Phillips, AOE	Janay Jeans, KQ
Joe Young, DAOE	Bill Dries
Ronnie Faulkner, Staff	Cheri Pyron
Jacob Swatley, Attorney	Rose Ann Bradley
Monice Hagler, Attorney	Rheunte Benson
Erma Carter, Staff	Charlotte Bergman
Will Boyd, Staff	Renee Malone, KQ
Stanita Gaddy, Staff	

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

No comments

APPROVAL OF DECEMBER 23, 2025, SPECIAL MEETING MINUTES:

MOTION STATED: Commissioner Possel motion to approve the minutes

SECONDED BY: Commissioner Wharton

ROLL CALL VOTE: Luttrell, yea; Kimbrow, yea; Possel, yea; Wharton, yea

APPROVAL OF January 28, 2026, REGULAR MEETING MINUTES:

MOTION STATED: Commissioner Wharton motion to approve the minutes

SECONDED BY: Commissioner Possel

ROLL CALL VOTE: Luttrell, yea; Kimbrow, yea; Possel, yea; Wharton, yea

CERTIFICATION OF CANDIDATES FOR MAY 5, 2026, STATE AND COUNTY PRIMARY ELECTION:

MOTION STATED: Commissioner Wharton motion to approve

SECONDED BY: Commissioner Kimbrow

ROLL CALL VOTE: Luttrell, yea; Kimbrow, yea; Possel, yea; Wharton, yea

UPDATE SECURITY POLICY:

MOTION STATED: Commissioner Possel motion to approve

SECONDED BY: Commissioner Wharton

ROLL CALL VOTE: Luttrell, yea; Kimbrow, yea; Possel, yea; Wharton, yea

ATTORNEY'S REPORT:

No report.

ADMINISTRATOR'S REPORT:

AOE Phillips presented her report. Report is attached.

OLD BUSINESS:

Commissioner Kimbrow commented that the building renovations look great.

Commissioner Wharton commented that this body follows policies of what the law requires the staff to do. We will be transparent and have mor communication.

Commissioner Possel commented that she was excited about the election process beginning.

CHAIRMAN'S REMARKS:


This year the country will be focusing on the 250th year. That is rather significant. What we support today people died for. Let's make voting a patriotic cause. Let's encourage people to vote.

ADJOURNMENT:

Motion to adjourn by Commissioner Kimbrow, seconded by Commissioner Wharton, 4:50pm.



Mark Luttrell, Jr., Chairman 3-30-26
Date



Vanecia Kimbrow, Secretary 3/30/2026
Andre C. Wharton Acting Date

**Candidates Certified for August 6, 2026 Primary and General Election
Offices and Names are NOT in Ballot Order**

Candidate Name	Petition Type	Candidate Party	Election	Office	Address	City	Zip County	Status	Filing Date
DEMOCRATIC PARTY									
Raumesh Akbari	Primary	Democratic	State Primary 2026-08-06	Tennessee Senate District 29	655 S Riverside Drive PH 1404	Memphis	38103 SHELBY	Filed: Sufficient Signatures	3/9/2026
David Weatherspoon	Primary	Democratic	State Primary 2026-08-06	Tennessee Senate District 31	1436 Poplar Estates Parkway	Germantown	38138 SHELBY	Filed: Sufficient Signatures	3/9/2026
London Lamar	Primary	Democratic	State Primary 2026-08-06	Tennessee Senate District 33	510 Haynes Street	Memphis	38111 SHELBY	Filed: Sufficient Signatures	3/6/2026
Tamika L. Abram	Primary	Democratic	State Primary 2026-08-06	Tennessee Senate District 33	3321 Burgess Drive	Memphis	38118 SHELBY	Filed: Sufficient Signatures	3/6/2026
Margaret Price	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 83	6872 Honey Locust Cove	Memphis	38119 SHELBY	Filed: Sufficient Signatures	3/9/2026
Kyler L. Gilkey	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 84	5116 Crumpler Road	Memphis	38141 SHELBY	Filed: Sufficient Signatures	3/9/2026
Joe Towns Jr.	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 84	4528 Saint Honore Drive	Memphis	38116 SHELBY	Filed: Sufficient Signatures	2/26/2026
Jesse Chism	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 85	361 West Shelby Drive	Memphis	38109 SHELBY	Filed: Sufficient Signatures	3/9/2026
Justin J. Pearson	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 86	5021 Coro Road	Memphis	38109 SHELBY	Filed: Sufficient Signatures	3/9/2026
David Page	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 86	1510 Hanauer Street	Memphis	38109 SHELBY	Filed: Sufficient Signatures	3/10/2026
Karen Camper	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 87	3545 Hazelhedge Drive	Memphis	38116 SHELBY	Filed: Sufficient Signatures	3/2/2026
Larry J. Miller	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 88	1778 Overton Park Avenue	Memphis	38112 SHELBY	Filed: Sufficient Signatures	3/2/2026
Torrey C. Harris	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 91	2041 Madison Avenue Apt 204	Memphis	38104 SHELBY	Filed: Sufficient Signatures	3/9/2026
Arriell Gipson-Martin	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 91	99 S Front Street Apt 302	Memphis	38103 SHELBY	Filed: Sufficient Signatures	3/10/2026
No Candidate Qualified	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 93					3/10/2026
No Candidate Qualified	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 95					
Gabby Salinas	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 96	2204 Morning Vista Drive	Memphis	38134 SHELBY	Filed: Sufficient Signatures	2/23/2026
Telisa Franklin	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 96	1755 Ash Street	Memphis	38108 SHELBY	Filed: Sufficient Signatures	3/3/2026
Jesse Huseth	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 97	4089 Barfield Road	Memphis	38117 SHELBY	Filed: Sufficient Signatures	2/25/2026
Antonio Parkinson	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 98	3789 Merritt Street	Memphis	38128 SHELBY	Filed: Sufficient Signatures	3/6/2026
No Candidate Qualified	Primary	Democratic	State Primary 2026-08-06	Tennessee House of Representatives District 99					
Jason Morrison	Municipal	Democratic	Municipal - Town of Collierville Primary	School Board - Position 2	10494 Juneau Way	Collierville	38017 SHELBY	Filed: Sufficient Signatures	3/9/2026
Marie L. Thomas	Municipal	Democratic	Municipal-City of Millington Primary	School Board - Position 4	7840 US Highway 51 N Apt 3	Millington	38053 SHELBY	Filed: Sufficient Signatures	3/10/2026
Mandy Compton	Municipal	Democratic	Municipal-City of Millington Primary	School Board - Position 6	8039 Julie Cove	Millington	38053 SHELBY	Filed: Sufficient Signatures	3/5/2026
Darrick Harris	Primary	Democratic	State Primary 2026-08-06	State Executive Committeeman District 29	85 Riverview Drive W #102	Memphis	38103 SHELBY	Filed: Sufficient Signatures	3/9/2026
Allan H. Creasy	Primary	Democratic	State Primary 2026-08-06	State Executive Committeeman District 30	4920 Marcel Cove	Memphis	38112 SHELBY	Filed: Sufficient Signatures	3/6/2026
David Holt	Primary	Democratic	State Primary 2026-08-06	State Executive Committeeman District 31	6718 Kirby Oaks Lane	Memphis	38119 SHELBY	Filed: Sufficient Signatures	2/6/2026

Jonathan Carroll	Primary	Democratic	State Primary 2026-08-06	State Executive Committeeman District 33	3757 Kearney Avenue	Memphis	38111 SHELBY	Filed: Sufficient Signatures	2/13/2026
Allison Brownlee	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 29	2475 Johanna Drive	Memphis	38114 SHELBY	Filed: Sufficient Signatures	3/3/2026
Tyra Turner-Cleasant	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 29	1960 Quinn Avenue	Memphis	38114 SHELBY	Filed: Sufficient Signatures	3/3/2026
Jasmine Boyd-Wilson	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 30	2103 Hallwood Drive	Memphis	38107 SHELBY	Filed: Sufficient Signatures	3/2/2026
Natoria Carpenter	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 30	2100 Curry Avenue	Memphis	38108 SHELBY	Filed: Sufficient Signatures	3/9/2026
Verlie A. Horton	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 30	8870 Chimney Rock Blvd	Cordova	38016 SHELBY	Filed: Sufficient Signatures	3/9/2026
Rosemary Winters	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 31	8859 Burnt Pines Drive Apt 203	Memphis	38125 SHELBY	Filed: Sufficient Signatures	3/6/2026
Regina Nash	Duplicate	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 32	431 North Church Street	Halls	38041 LAUDER	Filed: Sufficient Signatures	1/20/2026
Janet McClora	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 32	6636 Richway Cove	Bartlett	38135 SHELBY	Filed: Sufficient Signatures	3/4/2026
Georgia M. Dawson	Duplicate	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 32	768 Charles Place	Munford	38058 TIPTON	Filed: Sufficient Signatures	2/10/2026
Adrienne Davis	Primary	Democratic	State Primary 2026-08-06	State Executive Committeewoman District 33	4911 Helene Road	Memphis	38117 SHELBY	Filed: Sufficient Signatures	2/13/2026
REPUBLICAN PARTY									
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee Senate District 29					
Brent Taylor	Primary	Republican	State Primary 2026-08-06	Tennessee Senate District 31	385 Pisgah Road North	Eads	38028 SHELBY	Filed: Sufficient Signatures	2/13/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee Senate District 33					
Mark White	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 83	6820 Talisman Cove	Memphis	38119 SHELBY	Filed: Sufficient Signatures	2/9/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 84					
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 85					
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 86					
Reggie William Hall	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 87	3870 Graceland Drive	Memphis	38116 SHELBY	Filed: Sufficient Signatures	3/2/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 88					
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 91					
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 93					
Kevin Vaughan	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 95	254 Washington Street	Collierville	38017 SHELBY	Filed: Sufficient Signatures	2/6/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 96					
John Gillespie	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 97	4267 Chanwil Place	Memphis	38117 SHELBY	Filed: Sufficient Signatures	3/6/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 98					
Tom Leatherwood	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 99	5940 Griffin Road	Arlington	38002 SHELBY	Filed: Sufficient Signatures	2/27/2026
Amber Mills	Primary	Republican	State Primary 2026-08-06	Tennessee House of Representatives District 99	12903 Shane Hollow Drive	Arlington	38002 SHELBY	Filed: Sufficient Signatures	3/9/2026
Laura Harrison	Municipal	Republican	Municipal-City of Lakeland Primary	School Board	4284 Melwood Oak Drive	Lakeland	38002 SHELBY	Filed: Sufficient Signatures	3/3/2026
Keith Acton	Municipal	Republican	Municipal-City of Lakeland Primary	School Board	10126 Oakseed Lane	Lakeland	38002 SHELBY	Filed: Sufficient Signatures	2/6/2026
Sara Castellaw	Municipal	Republican	Municipal-City of Lakeland Primary	School Board	10128 Ridgewood Oak Drive	Lakeland	38002 SHELBY	Filed: Sufficient Signatures	2/24/2026

Erin Elliott Berry	Municipal	Republican	Municipal-City of Bartlett Primary	School Board - Position 2	5095 Will Fall Road	Arlington	38002 SHELBY	Filed: Sufficient Signatures	2/27/2026
Bryan Woodruff	Municipal	Republican	Municipal-City of Bartlett Primary	School Board - Position 4	4081 Blackneath Drive	Bartlett	38135 SHELBY	Filed: Sufficient Signatures	2/13/2026
Rachel Davis	Municipal	Republican	Municipal-Town of Collierville Primary	School Board - Position 2	531 Queen Oake Street	Collierville	38017 SHELBY	Filed: Sufficient Signatures	3/10/2026
Michael Ebbs	Municipal	Republican	Municipal-Town of Collierville Primary	School Board - Position 2	1355 Conser Street	Collierville	38017 SHELBY	Filed: Sufficient Signatures	3/10/2026
Tom Bailey	Municipal	Republican	Municipal-Town of Collierville Primary	School Board - Position 4	471 Pebble Creek	Collierville	38017 SHELBY	Filed: Sufficient Signatures	1/20/2026
Heather Fisher	Municipal	Republican	Municipal - City of Germantown Primary	School Board - Position 2	1707 Fiddlers Elbow Drive	Germantown	38138 SHELBY	Filed: Sufficient Signatures	3/6/2026
Vicki Gandee	Municipal	Republican	Municipal - City of Germantown Primary	School Board - Position 4	7164 Woodridge Lane	Germantown	38138 SHELBY	Filed: Sufficient Signatures	3/9/2026
Don Holsinger	Municipal	Republican	Municipal-City of Millington Primary	School Board - Position 4	4385 Sykes Road	Millington	38053 SHELBY	Filed: Sufficient Signatures	1/20/2026
Terry Roland	Primary	Republican	State Primary 2026-08-06	State Executive Committeeman District 29	1752 Locke Cuba Road	Millington	38053 SHELBY	Filed: Sufficient Signatures	3/10/2026
Timothy Alan (Tim) Beacham	Primary	Republican	State Primary 2026-08-06	State Executive Committeeman District 30	475 North Highland Street Apt #6	Memphis	38122 SHELBY	Filed: Sufficient Signatures	3/4/2026
Randy Hendon	Primary	Republican	State Primary 2026-08-06	State Executive Committeeman District 31	1204 Yorkshire Drive	Memphis	38119 SHELBY	Filed: Sufficient Signatures	3/6/2026
Lee Mills	Primary	Republican	State Primary 2026-08-06	State Executive Committeeman District 32	12903 Shane Hollow Drive	Arlington	38002 SHELBY	Filed: Sufficient Signatures	3/5/2026
Dewayne Jackson	Primary	Republican	State Primary 2026-08-06	State Executive Committeeman District 33	3694 Park Avenue	Memphis	38111 SHELBY	Filed: Sufficient Signatures	3/9/2026
Melanie Mosley	Primary	Republican	State Primary 2026-08-06	State Executive Committeewoman District 29	39 E Windsor Road	Memphis	38109 SHELBY	Filed: Sufficient Signatures	3/10/2026
No Candidate Qualified	Primary	Republican	State Primary 2026-08-06	State Executive Committeewoman District 30					3/9/2026
Peggy C. Larkin	Primary	Republican	State Primary 2026-08-06	State Executive Committeewoman District 31	7794 Kings College Avenue Apt 456	Germantown	38138 SHELBY	Filed: Sufficient Signatures	2/12/2026
Charlotte Kelley	Primary	Republican	State Primary 2026-08-06	State Executive Committeewoman District 32	55 Trail Lake Lane	Covington	38019 TIPTON	Filed: Sufficient Signatures	2/2/2026
NON-PARTISAN									
Oscar Brooks	Municipal	Non-Partisan	Municipal-Town of Arlington General	Alderman - Position 4	11131 Memphis Arlington Road	Arlington	38002 SHELBY	Filed: Sufficient Signatures	03/05/2026
Harry McKee	Municipal	Non-Partisan	Municipal-Town of Arlington General	Alderman - Position 5	12360 Forrest Street	Arlington	38002 SHELBY	Filed: Sufficient Signatures	01/15/2026
Donald A. Hinkle	Municipal	Non-Partisan	Municipal-Town of Arlington General	Alderman - Position 6	5215 Summer Wind Lane	Arlington	38002 SHELBY	Filed: Sufficient Signatures	3/9/2026
Jeremy Biggs	Municipal	Non-Partisan	Municipal-Town of Arlington General	Alderman - Position 6	12238 Kettle Wood Dove	Arlington	38002 SHELBY	Filed: Sufficient Signatures	02/09/2026
Kenneth Margolis	General	Non-Partisan	County General 2026-08-06	Chancellor Part II District 30 (unexpired term)	7930 North Collierville Arlington Rd	Arlington	38002 SHELBY	Filed: Sufficient Signatures	3/9/2026
Jim Newsom	General	Non-Partisan	County General 2026-08-06	Chancellor Part II District 30 (unexpired term)	2122 Cranbrook Drive	Germantown	38138 SHELBY	Filed: Sufficient Signatures	02/18/2026
Lonnie Thompson	General	Non-Partisan	County General 2026-08-06	Chancellor Part II District 30 (unexpired term)	3161 Copiah Cove	Memphis	38119 SHELBY	Filed: Sufficient Signatures	02/09/2026
Chris Frulla	General	Non-Partisan	County General 2026-08-06	Circuit Court Judge Division III District 30 (unexpired term)	6794 Eastridge Cover	Memphis	38120 SHELBY	Filed: Sufficient Signatures	02/05/2026
Mitzi Pollard	General	Non-Partisan	County General 2026-08-06	Circuit Court Judge Division III District 30 (unexpired term)	9264 Cielo Drive	Memphis	38138 SHELBY	Filed: Sufficient Signatures	01/14/2026
Ray Lepone	General	Non-Partisan	County General 2026-08-06	Criminal Court Judge Division I District 30 (unexpired)	2085 Firefly Cove	Memphis	38119 SHELBY	Filed: Sufficient Signatures	02/09/2026
Jahari Dowdy	General	Non-Partisan	County General 2026-08-06	Criminal Court Judge Division I District 30 (unexpired)	1312 Island Shore Drive	Memphis	38103 SHELBY	Filed: Sufficient Signatures	01/14/2026
Marcy Ingram	General	Non-Partisan	County General 2026-08-06	General Sessions Civil Court Division 2	210 Sea Biscuit Drive	Collierville	38017 SHELBY	Filed: Sufficient Signatures	01/20/2026
Shayla Nicole Purifoy	General	Non-Partisan	County General 2026-08-06	General Sessions Civil Court Division 2	1673 Beard Place	Memphis	38112 SHELBY	Filed: Sufficient Signatures	01/12/2026

John Cameron	General	Non-Partisan	County General 2026-08-06	General Sessions Civil Court Division 2	363 Fairfield Circle	Memphis	38117 SHELBY	Filed: Sufficient Signatures	3/9/2026
Taylor Eskridge Bachelor	General	Non-Partisan	County General 2026-08-06	General Sessions Criminal Court Division 7	8311 Hunters Meadow Lane	Bartlett	38002 SHELBY	Filed: Sufficient Signatures	02/18/2026
Billy (Charles) Gilchrist	General	Non-Partisan	County General 2026-08-06	General Sessions Criminal Court Division 7	1127 Talamore Cove	Collierville	38017 SHELBY	Filed: Sufficient Signatures	02/20/2026
Serena Gray	General	Non-Partisan	County General 2026-08-06	General Sessions Criminal Court Division 7	848 Deloach Lane	Collierville	38017 SHELBY	Filed: Sufficient Signatures	02/10/2026
Tim Francavilla	Municipal	Non-Partisan	County General 2026-08-06	Bartlett Municipal Judge Division 1	3440 Alfred Drive	Bartlett	38133 SHELBY	Filed: Sufficient Signatures	1/16/2026

INDEPENDENT

Lady J. Swift	General	Independent	County General 2026-08-06	Assessor of Property	8280 Chimney Rock Blvd	Cordova	38016 SHELBY	Filed: Sufficient Signatures	02/18/2026
Keeley Greer	General	Independent	County General 2026-08-06	County Commissioner District 8	618 Charleston Court Apt 102	Memphis	38103 SHELBY	Filed: Sufficient Signatures	3/3/2026
Andrea Bell	General	Independent	County General 2026-08-06	County Commissioner District 12	5445 Bridge Meadow Lane	Memphis	38125 SHELBY	Filed: Sufficient Signatures	1/21/2026
Teresa Maclin-Garvins	General	Independent	County General 2026-08-06	Juvenile Court Clerk	8952 Scanlon Drive	Memphis	38125 SHELBY	Filed: Sufficient Signatures	02/09/2026
Frederick Tappan	General	Independent	County General 2026-08-06	County School Board District 6	4553 Kassel Road	Memphis	38116 SHELBY	Filed: Sufficient Signatures	02/13/2026
Leigh Ann Scarbrough	General	Independent	County General 2026-08-06	County School Board District 8	5762 Covington Pike Road	Millington	38053 SHELBY	Filed: Sufficient Signatures	2/19/2026

SHELBY COUNTY ELECTION COMMISSION

Operations Center Access & Security Policy

Scope

The purpose of this policy is to balance the rights of citizens to view the activities of the Shelby County Election Commission ("SCEC") with the very real need to prevent unauthorized access to election delivery equipment, information, or areas and any tampering or even the appearance of tampering with election materials. The approach is security role based and is created to accomplish 1) Principle of Least Privilege, 2) Need to Know or access in order to perform one's duties or fulfil one's role, and 3) Only as long as needed to perform task(s).

Authority

While the SCEC adopts this Operations Center Access & Security Policy and may take any lawful action related to the security of the Operations Center, the SCEC delegates the responsibility for maintaining of security of the SCEC offices and any other rooms or facilities it may use in the performance of its duties to the Administrator of Elections. pursuant to Tenn. Code Ann. § 2-12-116(15).

The SCEC or the Administrator of Elections may make exceptions to the Operations Center Access & Security Policy for any legitimate reason that advances the purpose of this policy. If any Shelby County citizen disagrees with an exception to this policy made by the Administrator of Elections, he or she may report in writing their disagreement to the SCEC. The SCEC may then consider the citizen's report at its next regularly scheduled SCEC meeting and take any lawful action.

Definitions

- **Proxy Card:** A proximity card or a key card is a contactless smart card issued by the SCEC that provides access to certain areas pursuant to its programming.
- **Election Day:** Any day (whether morning, afternoon, evening, or night) during which a ballot is counted, recounted or tabulated pursuant to Tennessee law or judicial order.
- **Election Day Visitor:** Any individual who enters the Operations Center on an Election Day who is not an SCEC staff member, Election Commissioner, SCEC contractor, SCEC attorney, State Election Commissioner, or employee of the Tennessee Division of Elections.

- **Secure Area:** Each and every room and area within the Operations Center except the Front Hallway and the Training Room. The Administrator may designate additional areas as a Secure Area in his or her discretion.
- **Server Room:** The room which contains the tabulation server, upload equipment, and election reporting equipment. An SCEC Commissioner may access the Server Room only if (1) the Commissioner has received server training and (2) a Commissioner, Administrator, or Deputy Administrator of the other party who has also received server training is present in the Server Room at the same time.
- **Observation Area:** The area from which the Server Room may be observed through a glass window.
- **Front Hallway:** The hallway at the front of the building which includes the public entrance. For clarity, the restrooms are part of the hallway under this Security Policy.
- **Training Room:** The large conference room in the southeast corner of the Operations Center.
- **Central Offices:** The area behind the glass window in the front of the building through which the public may request assistance.
- **Small Conference Room:** The room across the hall from the Counting Room which contains a small conference table.
- **Counting Room:** The room utilized for the counting of absentee ballots on Election Day which contains a glass window to the warehouse.
- **Warehouse:** The large room which encompasses the northern half of the Operations Center and features overhead doors to allow the loading and unloading of trucks.
- **Fire Safe:** [unknown]
- **Voting Machine Tech storage room:** The room adjacent to the Voting Machine Tech Office where spare and miscellaneous equipment is stored
- **Vault:** The room where active election documents are stored and safes where are located.

Public Meetings

- Visitors attending public meetings of the Election Commission that are held in the Training Room must sign in at the meeting desk.
- If a Commission meeting must be held in the Small Conference Room that is behind a Proxy Card lock, then visitors will need to sign in and receive badges.

Full Time & Regular Part Time Employees of the Election Commission:

- All employees have name badges and the badges must be worn in a visible location at all times.

- Employees with Proxy Cards must not loan or share them with others. Proxy Cards are programmed to allow access only to the areas that the employee's job requires. Employees who lose their Proxy Card will pay \$50 to replace the card and re-program access.
- Only individuals who have received training in the ballot creation and vote tabulation software are permitted in the Server Room. When there is a live election or tabulation is occurring, a bipartisan team must be present whenever access is required to the server.
- Access to the Fire Safe is permitted only when a bi-partisan team is present.
- The main door on the dock in the Warehouse must never be propped open unless continuously monitored by an SCEC employee or a sheriff's deputy.
- When the dock overhead doors in the Warehouse are open to allow loading and unloading of trucks, staff must be vigilant in ensuring that the doors are only open for the minimum amount of time.

Temporary Employees of the Election Commission:

- Temporary employees will have name badges and the badges must be always worn in a visible location.
- Regular, returning temporary employees will be issued Proxy Cards at the discretion of their supervisor.
- Temporary employees without Proxy Cards shall be admitted to a Secure Area by their supervisor.

Poll Workers Attending Training:

- Since some training locations can only be reached by going through a Secure Area, poll workers attending training in a Secure Area will have name badges and will be escorted as a group to the training location.

Employees of Shelby County:

- Must sign in at the front counter and receive a visitor's badge. The badge must be always visible. Shelby County employees who need to do repair work in the Warehouse must be accompanied by an SCEC staff member or continuously monitored on the security feed when programmed election equipment is present.

Other Visitors and Vendors Other than Election Day and Public Test:

- Access to a Secure Area is limited to only what is required for the vendor to do their job.
- Visitors in a Secure Area will be accompanied by an SCEC staff member at all times.
- Vendors will be supervised in a Secure Area and their access is limited to the rooms or areas required to perform their required task.
- Vendors are never permitted in the Server Room when tabulation is occurring. Vendors who need access to the routers will be closely supervised by an SCEC employee.
- All visitors must sign in and receive a visitor's badge. The badge is to be worn in a visible place during their entire visit.

Tours:

- School and other tour groups will be limited to times of the year when programmed election equipment is not present. Tours will be conducted only with a bi-partisan team of SCEC staff members present and with the prior approval of the Administrator.
- One on one tours of the Operations Center may be permitted when programmed election equipment is present but the visitor must be accompanied at all times by a bipartisan team SCEC of staff members.

News Media Other than Election Day:

- News media are to be treated as any other visitor.

Visitors Watching the Public Test:

- Must sign in and receive a visitor's badge. They must remain with the group and are not permitted to wander around the Warehouse

Poll Watchers on Election Day Observing the Absentee Counting Board:

- Poll workers must be appointed in accordance with TCA § 2-7-104. When they arrive, the poll watcher will present their credentials and sign in at the front counter. In addition to their credential, they will receive a badge that must be worn in a visible location. This badge helps those who monitor the security feed.
- As required by TCA § 2-7-104, the poll watcher will place their cell phones, laptops, smart watch, pagers, or any other device capable of transmitting results in an envelope, which they will seal and write their name upon. SCEC staff will lock the envelopes in a file cabinet.
- Poll watchers will then be escorted to a location in the Secure Area where they can watch the activities. Stanchions will cordon off the viewing area. As per TCA § 2-7-104, they must remain in that area until the absentee counting board is finished and results tabulated. Should a poll watcher need to use the restrooms, they will be escorted to the nearest restroom. When finished, the poll watcher will be escorted back to the viewing area. Poll watchers may not wander around the Warehouse. When the activities of the counting board are complete and the results available, the poll watcher will be escorted back to the Training Room and their property returned. They may continue to observe via the security camera feed.
- **Poll Watchers may not go anywhere in a Secure Area without the supervision of a bi-partisan team of SCEC staff members.**

Election Day Visitors:

- Election Day Visitors are welcome to come to the Operations Center but they will remain in the Training Room while the election is being tabulated and equipment is being returned. The purpose of restricting access of Election Day Visitors from a Secure Area is to promote election integrity and ensure the security of election equipment and counting/tabulation. Neither the SCEC, candidates, party officials, media, or their representatives or counsel want any suggestion that there was improper access to election materials by unauthorized personnel. There are two large screen TV's in the Training Room; one will have the Election Night Reporting Results.

The other will show the security feed from the cameras in the warehouse and the upload area.

- Upon request, Election Day Visitors may be escorted by SCEC staff through a Secured Area to the Warehouse for observing the Counting Room through the glass window or the returning of election hardware to the Warehouse. While in a Secured Area, Election Day Visitors must be escorted at all times by SCEC staff unless allowed to stay within a designated area by SCEC staff in the Warehouse.
- Election Day Visitors may not enter the Observation Area on an Election Day without prior authorization by act of the Shelby County Election Commission.
- A sheriff's deputy will be stationed on the back dock to ensure that unauthorized visitors do not enter the Warehouse on Election Day.

General Concepts:

- No interior or exterior door providing access to a Secure Area is ever to be propped open unless it is being continuously monitored by an SCEC employee or sheriff's deputy.
- The dock doors to the Warehouse are to be open as rarely as possible and for as short a period as possible. When the dock doors are open, they should be carefully monitored by an SCEC employee or sheriff's deputy. As an additional precaution, when the dock doors are to be opened, the Operations Manager, the DAOE and/or the AOE should be notified that the dock doors are about to be opened so that the dock security camera feed can be monitored to detect any unauthorized activity.
- The main door on the dock is never to be propped open. Employees must individually enter and exit the building through the front main using their individual proxy card.
- Front door keys are assigned to specific employees and the Operations Manager maintains a log of those keys. Keys must be returned if an employee with a front door key leaves the employ of the SCEC.
- Exterior door locks are to be changed whenever keys are lost or employees are terminated for cause.
- Keys to the exterior dock door are to be stored in the Server Room, thus assuring that few people have access to open a door that opens directly into a Secure Area.

- The alarm system is to be set whenever no SCEC staff is within the Operations Center. Each full-time employee is assigned a unique alarm system code that may not be shared.
- Proxy Cards and MFA cards are issued after the individual is processed. A Shelby County Acceptable Use Policy must be reviewed and signed annually. A SCEC security policy issued at that time. It must also be reviewed and signed. VRS users must be issued an MFA card as well. Commissioners and attorneys are also issued policy statement agreements that must be signed.
- When employment of an SCEC staff member ends for any reason, name badges, Proxy Cards, MFA cards, and any keys in the possession of the employee must be returned to the supervisor. In the case of temporary employees who return on a regular basis, the supervisor will return the name badge to the employee when the employee next works.



Administrator's Report

February 2026

- **Building Update** –The furniture was delivered and most people are moved back into their offices. (Well, except me and Joe.). We still have some furniture to arrive – a lectern and some more tables that will have modesty panels. Most of the contractors are finishing up; we are still waiting on some security cameras and gate controls to be installed.
- **Open House** – Invitations have gone out for our Open House on March 5, 2026, from 4:00pm until 7:00pm. There are some extra invitations in your folders if you want to hand them out.
- **Petitions** – We have been issuing petitions for both the May and August election. A total of 312 have been issued so far. It's been crazy busy.
- **High School Registration** –The deadline for the Anne Dallas Dudley award is March 20, 2026. We registered voters at Southwind HS, Westwood HS, and Southwest Career and Technical Center. Very few students at Westwood had IDs. We have printed up cards for students who registered without showing an ID that explain what they would need to do to receive an absentee ballot if they are unable to vote in person. There is an example in your folders.
- **Holiday** Monday, April 6, 2026, is a Shelby County Holiday which is not recognized as a state holiday. Since it is the last day to register to vote, both offices of the Election Commission will be open normal hours. We will observe the holiday on another day

- **Upcoming Dates:**

Event	Date	Days Until
Qualifying Deadline for State Primary	3/10/2026	15
Voter Registration Deadline for May Election	4/6/2026	42
First Day of Early Voting	4/15/2026	51
Primary Election Day	5/5/2026	71
First Day to Pick up Petitions for Municipal Elections	6/22/2026	119
Voter Registration Deadline for August Election	7/7/2026	134