

Proposal for Monitoring Fulton County's 2024 General Election

Background Information

On May 7, 2024, as part of the resolution of Case No. SEB 2023-025 (Fulton County), the State Election Board ("SEB") voted to appoint a mutually-agreeable monitor to observe 2024 election activities in Fulton County. In 2020, the SEB similarly appointed a monitor to observe and report on Fulton County's election activities. The purpose of the monitoring is to ensure that Fulton County is following proper laws, regulations, and procedures in the administration of the 2024 election; to provide timely, accurate, and impartial statements and reports; and to offer appropriate recommendations that could help improve the election process. This proposal is to provide that monitoring service from a team consisting of experts in Georgia election administration.

The Monitoring Team would consist of:

- **Lynn Bailey** - Former Richmond County, Georgia Elections Director
- **Monica Childers** – Senior Election Subject Matter Expert, U.S. Election Assistance Commission
- **Ryan Germany** - Former General Counsel for Georgia Secretary of State's Office
- **Carter Jones** - State Election Board Appointed Monitor of Fulton County Elections in 2020
- **Matt Mashburn** - Former Member and Acting Chairman of the State Election Board; Former Republican Party Statewide Pollwatcher

The Team has also had discussions with the Carter Center supported Georgia Democracy Resilience Network regarding a possible partnership to allow the Team to bring in additional monitoring resources and capabilities, particularly during early voting and on Election Day. The purpose of any partnership will be to further the mission of the Monitoring Team, which is to ensure that Fulton County is following proper laws, regulations, and procedures in the administration of the 2024 election.

Program Objectives

Following recognized standards for election observation, the Monitoring Team's goal is to provide systematic, comprehensive, and accurate gathering of information regarding Fulton County's administration of the 2024 election; to compile and issue timely, accurate, and impartial statements and reports presenting those findings; and to make recommendations to help improve the process. The Monitoring Team's observation will be process and compliance-oriented and not concerned with any particular result of the election. The Monitoring Team will not obstruct or otherwise interfere with the election process.

- **Objective 1: Provide process and compliance-oriented monitoring, including quality assurance processes, of all aspects of election administration in Fulton County, including:**
 - **Security and Chain of Custody Procedures**
 - **Poll Worker Training**
 - **Ballot Proofing**

- **Logic and Accuracy Testing**
 - **Warehouse and Equipment Storage and Delivery Procedures**
 - **Processing Absentee Ballot Applications**
 - **Preparing and Issuing Absentee Ballot Packages**
 - **Receiving and Verifying Absentee Ballots**
 - **Absentee Ballot Drop Box Management**
 - **Early Processing of Absentee Ballots**
 - **Advance Voting**
 - **Election Day Voting and Polling Place Readiness**
 - **Polling Place Management including Recap Sheets and other Required Documentation (for Advance and Election Day Voting)**
 - **Poll Watcher Transparency and Management**
 - **Batch Management**
 - **Tabulation of Ballots (including Early Tabulation)**
 - **Reporting of Results**
 - **Canvassing and Reconciliation**
 - **Auditing**
 - **Post-Election Processes and Certification**
- **Objective 2: Provide periodic statements of findings and a final report, including appropriate recommendations to help improve the election process, to the State Election Board, Secretary of State's Office, Fulton County, and the public.**

Scope of Work

The scope of the Monitoring Team's work includes observing all aspects of election related activities in Fulton County, with a focus on the activities listed above. The monitoring will include review of written and unwritten policies and procedures, analysis of policies and procedures, observation of whether policies and procedure are being followed, and review of whether sufficient quality assurance mechanisms are in place to ensure that policies and procedures are being followed.

The Monitoring Team and its partners will also conduct in-person observation of as much of Advance Voting, Election Day voting, and tabulation as possible.

Timing

In order to conduct a robust and thorough observation, it is crucial that the Monitoring Team begin its work prior to ballots going out. The latest the Monitoring Team should start its work is August 2024. In the interest of issuing a timely report and recommendations, the Team will seek to issue its Final Report by the end of November 2024.

Joint Accountabilities

The Monitoring Team will not hinder or obstruct the administration of the election and will follow the instructions of Fulton County elections personnel to ensure the Team is not obstructing the process. The Monitoring Team understands that it has no supervisory authority, and it will not instruct Fulton County personnel to do or not do a certain action.

Fulton County will grant the Monitoring Team unimpeded access to all parts of the election process. Fulton County will provide the Monitoring Team with a point of contact for all the sub-topics listed above (which may be the same person or different people for different topics) who shall assist the Monitoring Team in achieving the needed access to conduct a thorough observation. Such person shall also be available at reasonable times for questions from the Monitoring Team and will be responsive to those questions.

Cost

The fee for our proposed services is a total of **\$99,600** payable by Fulton County in four monthly installments of **\$24,900**, beginning in August 2024 and ending in November 2024. Contracting and payment will be administered through the law firm of Gilbert, Harrell, Sumerford & Martin, P.C.

The cost reflects the substantial amount of time that the Monitoring Team will spend on these services. The cost will be used to compensate Monitoring Team members for their time and to defer expenses such as travel and parking. Team Member Monica Childers will not be accepting any compensation for her services.

Acceptance

Your signature below indicates acceptance of this proposal and the terms and conditions herein.

Fulton County Board of Elections and Registration

Signature: Catherine M Woolard
Name: Catherine M Woolard
Title: Chairperson Fulton Co BRE
Date: July 11 2024

State Election Board

Signature: _____
Name: _____
Title: _____
Date: _____

Office of the Georgia Secretary of State

Signature: Charlene S. McGowan
Name: Charlene S. McGowan
Title: General Counsel
Date: July 9, 2024

Monitoring Team

Signature: _____
Name: _____
Title: _____
Date: _____

SIGNATURES:

FULTON COUNTY, GEORGIA

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

DATE:

Attest: _____
Tonya R. Grier, Clerk to Commission

APPROVED AS TO FORM:

Y. Soo Jo, County Attorney