

Catoosa County Board of Elections and Voter Registration  
May 10, 2022

The Catoosa County Board of Elections and Registration met on Tuesday, May 10, 2022, at 4 pm at the Freedom Center. Rickey Kittle called the meeting to order. Ron Mckelvy opened the meeting with prayer. Debbie Gwaltney called roll. Nina Crawford was absent. Tonya Moore and Rebekah Cason were also present.

Approval of the Agenda – Howard Long made a motion to approve the agenda. Ron Mckelvy made the second. All approved.

Approval of the April 12, 2022, Board Meeting Minutes was tabled until the June 14, 2022, meeting.

### Old Business

- City of Ringgold – No discussion
- City of Fort Oglethorpe – No Discussion
- Board Member Shirts - The original shirts chosen by the Board are no longer available. Tonya Moore has ordered similar shirts. The expected delivery date is unknown.

### New Business

- P&L Statement – 41% of budgeted funds have been spent through the sixth month of Fiscal Year 2022.
- May 24, 2022, Primary/General/Special Elections–
  - Advance In-Person Voting
    - Week One of Advance In-Person Voting is complete.
    - Poll worker scheduling for Weeks Two and Three of Advance In-Person Voting is complete.
    - Scanners at both the Ringgold Precinct and Westside Precinct Advance In-Person Voting locations will be emptied on Friday, May 13, 2022, at 5 p.m. and Friday, May 20, 2022, at 5 p.m. Board members have been assigned to oversee the emptying of these scanners.
  - Election Day
    - Poll worker scheduling for Election Day is being completed by Shelly Coffee.
      - Poll workers will be contacted by Poll Managers prior to Election Day. Poll Managers will coordinate with poll workers to provide food and to give them with parking instructions.
    - Absentee ballots will be opened at the Ringgold Precinct on Monday, May 16, 2022, at 6:30 p.m. and Tuesday, May 24, 2022, at 5 p.m. Poll Workers opening absentee ballots on May 24, 2022, will be sequestered from 5 p.m. until 7 p.m. Howard Long will oversee the Absentee Panel.
    - Poll Pads will be updated at the Ringgold Precinct on Saturday, May 21, 2022. Debbie Gwaltney will assist.
    - Tonya Moore will provide Poll Managers with precinct keys on Monday, May 23, 2022. They will sign required Chain of Custody Documentation at that time.
    - The Special Election will be held in the gyms at the Graysville, Poplar Springs, and Wood Station Precincts. Poll workers will remain with the voting equipment from set-up on May 23, 2022, until the arrival of off-duty firemen, who will be providing security for this equipment from 6 p.m., May 23, 2022, until the arrival of Poll Managers at 6 a.m. on May 24, 2022. All Special Election equipment will be moved from the gyms to secure areas

of these precincts following the close of polls on Election Day. In the event of a Run-off Election, all equipment will remain in the secured precincts until the day of the Run-off. Logic and Accuracy Testing will take place in the precinct buildings. All precincts have been blocked from public use until after the Run-off Election is complete.

- Rickey Kittle, Ron Mckelvy, and Debbie Gwaltney will coordinate Election Night Manager Check-in. Katie Thompson and Jenny Gilbride will assist with the check-in process.
  - Board members will be available on Election Day to assist as needed.
  - Election Day Poll Watcher letters must be provided to Tonya Moore three days prior to the election.
- Misc. Topics/Discussion - None
  - No hearing
  - Next Meeting: A Special Meeting will be held Friday, May 27, 2022, at 4 p.m. at the Freedom Center.
  - Public Comment - None

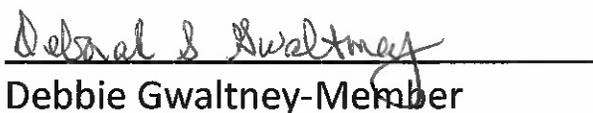
Ron Mckelvy made a motion to adjourn. Howard Long made the second. All approved and the meeting adjourned.

  
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Rickey Kittle-Chairman

  
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Howard Long-Vice Chairman

Absent  
\_\_\_\_\_  
Nina Crawford-Secretary

  
\_\_\_\_\_  
Ron McKelvy-Member

  
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Debbie Gwaltney-Member