



## **Monthly Committee Report – October 12, 2021**

Submit Report to: [lwsccouncilofexcellence@gmail.com](mailto:lwsccouncilofexcellence@gmail.com)

**Committee:** Nominations and Elections Committee Report  
**Officer/Chair:** Annette Hill

**Committee Members:** Beverly Wadley, Doris Lewis, Janet Proctor,  
and Pat White

### **1. Activities Completed for the Month:**

- Attended and provided report at the September Council of Excellence Executive Meeting.
- Provided marketing information via Newsletter, Robo calling, Emails.
- Met with President Knox and LWSC Leaders Ercia King and Bridgette Thompson to detail the administrative steps planned for the 2021 Election Process
- Revised (minor) applicant application and posted in Newsletter.
- Requested Executive members to strategically identify and invite able and gifted leaders to run for elected positions of the COE Executive Committee, i.e., President, Vice President, Secretary and Assistant Secretary.
- Hosted an applicants' forum on September 16, 2021 1:00 p.m. via ZOOM.

### **2. Activities Planned for the Future:**

- Continue planned monthly activities to inform and engage members in the upcoming Election to be held December 14, 2021.
- Provide 'commercial' encouraging applicants in selected classes.

- Host an applicants' forum on October 14, 2021 1:00 p.m. via ZOOM. Will provide various discussion questions to Chairpersons.
- Continue marketing through available options.
  - Newsletter
  - Robo calls
  - Drive By Dates
- Facilitate an open and easy process to elect new officers to the COE Executive Committee.
  - Provide Drive By Access
  - Provide on-line voting process
  - Provide mail in Access (by request only)
- Assist in the Officer application process as requested by LW Director.
- Assist in the search and selection of virtual voting options.
- Manage voting process for all members. (Ballots, etc.)
- Submit ballots to LWSC for vetting and selection.
- Spotlight Candidates during November 9, 2021 COE Executive meeting.
- Attend Officer Installation Event

**3. Motion Stated for Executive Committee Consideration/  
Resolution/Recommendations: None**

**4. Action Required by the COE Executive Committee:**

- None

**5. Action Required by LWSC Staff:**

- Receive and distribute outreach materials from NEC widely via Newsletter, Website, Email and Robo calls to ensure all members receive election information. Provide a place at the LWSC for access via drive by.
- Finalize Key Dates for Validation. Vetting, and Voting
- Develop appropriate vetting process for candidates.

**6. Opportunities for Celebration:**

- None

# **IMPORTANT DATES**

## **Distribution of Applications**

**Thursday, from September 10<sup>th</sup>, 2021**

Applications for the LWSC  
Council of Excellence Executive Committee

## **Applicants Forum**

**September 16, 2021 1pm**

## **Candidates Submit Applications**

**October 1<sup>st</sup> – 30<sup>th</sup>, 2021**

## **Candidate Application Deadline**

**4:00 PM Thursday, October 28<sup>th</sup>, 2021**

Leave at the Reception Desk in a Sealed Envelope for the LWSC Director  
OR

Email to [eaking@dekalbcountyga.gov](mailto:eaking@dekalbcountyga.gov)

## **Validation of Candidate Applications**

**Friday, October 29<sup>th</sup>, 2021**

## **Campaign Kick-Off and Candidates Forum**

**Tuesday, November 2<sup>nd</sup>, 2021 or 11/9 or 11/16**

**1:00 pm to 2:00 pm - ZOOM**

Candidates Campaigning Will Answer Questions About Their Vision for LWSC

## **List of Candidates**

**Monday, November 22<sup>nd</sup> or 29<sup>th</sup>, 2021**

Submitted to DeKalb County Voter Registration & Elections Office

## **Voting Days!!!**

**December 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup>**

**Tuesday - Wednesday - Thursday**

**10:00 am – 4:00 pm**