

**Welcome to all newly elected PCPs.**

**It is wonderful to see so many becoming involved in the political process.**

This document is to inform everyone of proposed changes in our bylaws (BL), Special Rules of Order (SRO), and Standing Rules (SR) that the Rules Committee has reviewed and approved for a vote of the Central Committee.

If anyone does not understand a concept, reason for the proposal, terminology, or issue please send an email to [rules@washcodems.org](mailto:rules@washcodems.org) or call 503-490-3528 and I will be happy to discuss and do my best to answer your questions and/or concerns.

In the following proposals a ~~strike through~~ indicates language to be removed and **bold underlined** language indicates new language to be added if the proposal is adopted by the Central Committee.

Votes needed for a proposal to be adopted:

**Bylaw:** two-thirds majority of those voting

**Special Rule of Order:** two-thirds majority of those voting

**Standing Rule:** simple majority or 50% plus 1 of those voting

Dan Jensen, Chair  
Rules Committee

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**BL 2018-026 Parliamentarian**

**Rationale:** Clarification of the duties of the Parliamentarian. This amendment will bring this rule in line with the description of duties contained in Robert’s Rules of Order Newly Revised (RONR). The portion of the rule removed is covered in Article VII, Section 7, f.

Article VI

Section 7

f. The Parliamentarian shall **advise the Chair, to** insure that all proceedings of the Central Committee and the Executive Board of the Central Committee are conducted in accordance with the Bylaws, the Standing Rules and Roberts Rules of Order; **The Chair may accept or reject such advice.** ~~conduct all election processes, including those for Central Committee officers, resolutions, and changes to the By-laws.~~ The Parliamentarian shall be an ex-officio member of the Rules Committee.

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## SR 2018-011 Responsibilities of Delegates, Alternates, and Delegation Chairs

Rationale: While other Oregon Counties require delegates **and** alternates to attend all meetings, this proposal states “Delegates are expected and Alternates are encouraged to attend all meetings”. When Delegates and Alternates accept the nomination to be elected to a position on their respective committees, it was a known fact that this position involves travel. Most delegation members experience a conflict during their terms. Alternates should be able to anticipate when their services will be required in place of a delegate, especially when they need to plan rides and housing. This proposal clarifies the duties of the delegation chairs and each delegate and alternate of their responsibility of advising their respective chairs of their anticipated attendance or non-attendance at each meeting.

### **Standing Rule #6:**

RESPONSIBILITIES OF DELEGATES, **ALTERNATES, AND DELEGATION CHAIRS**  
TO THE STATE CENTRAL COMMITTEE (**SCC**) AND THE FIRST CONGRESSIONAL  
DISTRICT DEMOCRATIC COMMITTEE (**CD1**)

Adopted 10/25/2006, Amended 8/23/2017

1. Delegates are expected **and alternates are encouraged** to attend **all** the quarterly meetings of the State **SCC** or 1st-CD **CD1**, as appropriate.
2. Delegates who cannot attend a regularly scheduled meeting ~~should~~ **shall** notify the Delegation Chair **with a reason for not attending** as soon as possible, in order that an alternate may attend.
3. **The Delegation Chair shall send a minimum of 2 meeting notifications via email to all delegation members of their respective body. The first notice shall be sent no less than 3 weeks prior to the meeting. Delegates and alternates shall be asked, and expected, to notify the Delegation Chair whether they will be able to attend as soon as practical.**
4. **In the event delegates and alternates do not respond with a definitive commitment to attend by two weeks prior to the start of a meeting, the Delegation Chair shall assign an alternate who has indicated that they will attend.**
5. Alternates ~~should~~ **shall** be called by gender, and then by rank order, as appropriate **possible**.

6. If non-responsive delegates respond in the affirmative less than two weeks prior to the start of the meeting or if non-responsive delegates attend the meeting without confirmation notice, they will be assigned an alternate position unless there are additional or unexpected absences at the delegate level.
7. Delegates who do not respond to the Delegation Chair who attend the meeting will receive credit for attending but will not be able to vote.
8. This Standing Rule shall be referenced in all meeting notifications sent by the Delegation Chair.
  - ~~2. The Chair of the delegation will report on delegate attendance, the agenda and outcomes of the meeting at the next regularly scheduled meeting of the Washington County CC.~~
  - ~~3. Delegates who cannot attend a regularly scheduled meeting should notify the delegation Chair as soon as possible, in order that an alternate may attend.~~
9. Resignation and Removal of Delegates
  - a. A delegate may resign by written notice to the Chair of their body or the County Chair.
  - b. SCC Delegates who have two unexcused absences, at the discretion of their delegation chair, or three total absences have effectively resigned, and may be replaced.
  - c. CD1 Delegates who have three consecutive absences or four total absences have effectively resigned, and may be replaced.
10. If a Delegation Chair is unable to attend their respective meeting, the Delegation Chair shall appoint a temporary replacement for that meeting from the list of delegates attending.
11. Delegation Chairs will keep an up to date list of all delegates and alternates in gender and rank order. Delegation Chairs will assure the delegation lists on the website are correct and up to date and advise the webmaster of any changes as soon as possible.
12. Delegation Chairs are members of the Executive Committee. Delegation Chairs will advise both the Central Committee and the Executive Board of upcoming meetings and report on attendance, substantive discussions and actions taken by those bodies at the next regularly scheduled Central Committee and Executive Board meeting.
13. Delegation Chairs will provide the Credentials Chair of their respective bodies the list of delegates for each meeting 48 hours in advance.

**14. PCPs who choose to become a candidate for an SCC or CD1 Delegate or Alternate Delegate position will sign a copy of this Standing Rule to acknowledge they have read and understand this rule.**

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**SR 2018-015 Ballot Voting Procedure - Single Seat**

Rationale: This type of ballot voting procedure will save an enormous amount of time by eliminating the need for multiple ballots during an election when more than two candidates are nominated for a position.

**Add New Standing Rule # --:**

**BALLOT VOTING PROCEDURE - SINGLE SEAT**

During single seat elections for which more than two candidates have been nominated, wherein voting by ballot is the method chosen by the Central Committee, ballots will be created and distributed in the following manner:

1. If ballots contain the names of all nominated candidates, the ballot shall include space for candidates' names who have not been nominated in advance;
2. Ballots will contain a space wherein members may indicate their voting preferences numerically;
3. Ballots will be given to all credentialed PCPs; a PCP is allowed to refuse their ballot if they so choose.
4. A member may indicate more than one preference for the office on their ballot in ranked order;
5. After all ballots have been counted if no candidate has a majority of members' first-choice votes the process of determining a winner via simulated instant runoff elections will take place as follows;
  - a. The candidate with the least first-choice votes indicated on members' ballots will be removed from consideration and members' votes previously assigned to that candidate will be assigned to the second or next highest choice indicated on their ballots should one exist, and if there are no other choices indicated on the ballot those votes will be eliminated;

- b. After all ballots have been counted again if no candidate has a majority of members' votes the process of eliminating the candidate with the least votes from consideration and re-assigning those members' votes to their next choice or removing them when no other choice is given will continue until a candidate has a majority of votes.



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Dan