

Proposed Rules for the March 26th, 2022 45th Legislative District Caucus

- 1) The Legislative District Caucus shall be held on Saturday, March 26th 2022 commencing at 10:00 AM, on the 45th's Zoom presence. Participants, whether voting delegates or guests, must register with Zoom to gain access, using the following link, which shall remain active and shall continue to accept registrations until the adjournment of the caucus:
https://us02web.zoom.us/meeting/register/tZcod-irqj4jH9IA7ufNI_3rKVo8_Ks9cC8J
- 2) Voting delegates at the 45th's 2022 Legislative District Caucus shall be any member of the Legislative District residing in the Legislative District who had a valid membership in the 45th District Democrats as of the end of the day in the Pacific timezone on February 24th, 2022 (23:59 on 02/24/2022). Any non-member who wishes to observe the caucus may register and attend as a guest, regardless of where they live, provided that they adhere to the 45th's Code of Conduct. To run as a delegate to the 2022 Washington State Convention, a guest must reside within the boundaries of the new 45th District as drawn by the Redistricting Commission and be willing to publicly identify themselves as a Democrat.
- 3) The First Vice Chair of the 45th District Democrats shall serve as the Chair of the Legislative District Caucus. The Caucus Chair shall appoint a temporary Secretary, Sergeant- at-Arms, Credentials Chair, Parliamentarian and Credentials Chair.
- 4) The Caucus Chair shall announce the allocation of State Convention delegates and alternates as well as the Affirmative Action goals assigned to the Legislative District, near the start of the general assembly. These delegate numbers shall be as provided by the Washington State Democratic Party, based on the Democratic vote share of the Legislative District in 2020.
- 5) The Chair of the Credentials Committee shall present the preliminary report of the Credentials Committee which shall include:
 - a) The total number of members who have been issued UVINs and are eligible to vote at this meeting
 - b) The number of challenged voting members.
 - i. For each challenged participant, the chair of the credentials committee shall present the documents and statements relating to the challenge.
 - ii. After the time at which votes may be taken, one hour after commencement of the caucus, the body of the caucus shall vote to determine if the participant's eligibility will be sustained.
 - iii. If the challenged participant is sustained the participant will be seated.
 - iv. If the challenged participant is not sustained, the participant shall be removed from the voting assembly immediately.
 - v. A challenged participant and the participant raising the challenge may not vote on the question of the challenge.

- 6) All voting members are considered “seated” upon completion of a ballot, and members may be seated during any ballot.
- 7) State Convention delegates and alternates shall be elected using the following procedures:
 - a) Candidates for Delegate may either nominate themselves ahead of the beginning of the Caucus using the publicly available sign-up form at 45thdemocrats.org no later than Thursday, March 24th, 2022, or may nominate themselves by using the “Raise hand” function in Zoom when the Chair calls for nominations.
 - i. No second is required
 - ii. Each candidate shall have an amount of time designated by the chair for all candidates – between 30 to 90 seconds, inclusive of any technical difficulties – to provide a speech to the voting members in support of their candidacy. It is the responsibility of the delegate to have tested their audio/visual systems prior to the Caucus. Candidates that self-nominated ahead of the meeting will have had an additional personal statement, provided at the time of self-nomination, distributed to all voting members prior to the beginning of the meeting.
 - iii. Candidates will speak the order as listed on the candidate filing list starting with those candidates that self-nominated ahead of the meeting.
 - b) If there are insufficient candidates to fill the delegate positions available, no vote is required and all candidates are assumed to be elected.
 - c) If there are more than enough candidates to fill all positions but insufficient persons identifying as male or female to comply with the requirement to balance within 1, the candidates from the insufficient gender and all individuals identifying as gender non-binary are assumed to be elected, and a single ballot will be used to select the remainder of the delegates from the candidates who identify as the other gender.
 - d) Voting shall be by Google Form secured through a Unique Voting Identification Number, and a double-blind ballot (meaning those tabulating the votes shall not have access to which unique voting code is associated with which voting member) and a ballot to be counted must have all positions filled with no duplications.
 - i. The chair shall give clear notice to the participants that they must vote for the allotted number of candidates.
 - ii. The chair shall also indicate that voters can also choose any number of non-binary candidates, but the number of male and female candidates a voter chooses cannot differ by more than one.
 - iii. The chair will give the participants adequate time to complete their ballots, and ask voting participants to check their ballots before turning them in.
 - iv. After submission a voting member, while the voting window is still open, may request that the Sergeant at Arms check whether their ballot is spoiled due to equal division problems, and submit another ballot.
 - v. Ballots will be emailed to all voting members at the commencement of the voting window, and provided in the Zoom chat.

- vi. The balloting window will remain open for no less than thirty (30) minutes.
 - e) A plurality is required to elect. After the votes are collected and the male, female, and non-binary candidates with the most votes will be elected consistent with the requirement that the number of male and female delegates shall differ by no more than one.
 - f) If there are insufficient male or female identifying candidates to make the required division differ by no more than one, the remaining candidates with the highest vote totals shall complete the delegation.
 - g) Once the delegates are selected, State Convention alternates will be selected such that the number of male and female identifying individuals for all elected positions differ by no more than one.
 - i. Alternates will be rank ordered by votes received. In case of a tie vote, the rank order will be determined by lot.
 - ii. If there are insufficient male or female candidates to make the required division, the remaining candidates with the highest vote totals shall complete the delegation.
- 8) Following their election, each delegate and alternate shall be provided with registration materials for the State Convention.
- 9) The permanent secretary shall provide the Caucus Chair and the executive board of the 45th District Democrats with minutes including the following information:
- a) Actual time the caucus was called to order.
 - b) The names of the Chair, Secretary, Sergeant-at-Arms, Credentials Chair, Tally Chair, Parliamentarian and Credentials Chair.
 - c) Preliminary credential report
 - d) Time of the adoption of rules and agenda
 - e) Preliminary registration forms for elected delegates and alternates.
- 10) The First Vice Chair of the 45th District Democrats shall transmit the Affirmative Action Report, and the names, demographic profiles germane to the delegate selection and affirmative action plan, mailing addresses, telephone numbers, email addresses, and whether delegates and alternates intend to attend the Convention Virtually or In-Person within five (5) days of their election. Alternates shall be listed in the order in which they were elected.
- 11) At the discretion of the Caucus Chair, and in compliance with the 45th's standing rules, consideration of resolutions or platform may commence without suspension of the rules.
- 12) Speeches on platform motions and on resolutions shall be limited to two speakers for and against, with a time limit chosen at the discretion of the Caucus Chair. Motions to add brand new language to the draft platform shall require five seconds. Motions to delete language shall only require one second. Technical corrections, spelling fixes, and minor adjustments to language may be accepted without a second or a vote if there is no objection from the body.

- 13) Should the debate on the platform exceed one hour, the Caucus Chair shall begin declaring motions introduced by any member who has already made three motions to alter the platform to be out of order.
- 14) Motions to table or postpone shall be out of order at all times.
- 15) A quorum shall consist of ten percent of the number of members eligible to vote as shown on the credentials report, as most recently amended.
- 16) The Caucus Chair shall appoint a Tally Chair and a representative tally committee of non-candidates for delegates. All ballots shall be returned to the Chair of the 45th District Democrats and shall be retained by the Chair until the State Convention has adjourned.
- 17) The Unit Rule shall not be permitted at any time.
- 18) There shall not be any proxy voting.
- 19) Motions to endorse candidates or take ballot measure positions shall be out of order at all times.
- 20) All possible efforts shall be made to ensure maximum participation of persons of color, all ethnicities, women, youth, persons over sixty-five years of age, LGBTQ+, union members veterans, persons with a high school education or less, people living with disabilities, and persons of economic disadvantage.
- 21) Robert's Rules of Order, Newly Revised (12th Edition), shall prevail in other matters not specifically covered herein.