

CONSTITUTION AND BY-LAWS
OF THE
LOS ANGELES COUNTY DEMOCRATIC CENTRAL COMMITTEE

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- 1
2 12. To perform such other duties and services as will benefit the Democratic
3 Party.
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5 **ARTICLE II. MEMBERSHIP**

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7 **Section A. TYPES OF MEMBERS**

8
9 There are five types of members of This Committee: Elected Members, Appointed
10 Members, Ex-Officio Members (all of which are classified as "regular members"), Alternate
11 Members, and Associate Members. Their rights and duties are as specified within.
12

13 1. **Elected Members**

14
15 a. In accordance with Section 7203 of the Election Code each Assembly
16 District contained wholly or partially within Los Angeles County shall be
17 entitled to be represented by seven members residing in and elected from
18 that portion of the Assembly District contained within Los Angeles County at
19 the direct primary election in June of even-numbered years.
20

21 b. In accordance with Section 7205 of the Election Code This Committee may
22 provide for the division of some or all of its constituent Assembly District into
23 divisions. A resident of each division will be elected to represent that
24 division, but will be elected at-large from the Assembly District. Upon
25 petition by a majority of the regular members of an Assembly District
26 Delegation This Committee will authorize that District to be divided into
27 seven equally populated divisions effective at the next election of members
28 of This Committee (subject to the deadline imposed by the County Registrar
29 of Voters). Upon petition to This Committee by a majority of the regular
30 members of an Assembly District divided into divisions, that District will no
31 longer be so divided.
32

33 2. **Appointed Members**

34
35 a. A registered Democrat residing in an Assembly District may be appointed
36 by This Committee to fill a vacancy occurring in that Assembly District.
37

38 b. This Committee may appoint only a person who has been recommended by
39 the Delegation of that district, except that if the Delegation fails to make a
40 recommendation within three months of the occurrence of the vacancy, This
41 Committee may appoint any registered Democrat residing in the District
42 who is recommended by the Policy Committee.
43

44 c. Appointed members shall be entitled to the same rights and privileges as
45 elected members of This Committee except that they must use the
46 designation "Appointed Incumbent" rather than "Incumbent" upon seeking
47 election to This Committee.
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49 3. **Ex-Officio Members**

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51 a. Ex-Officio members of This Committee shall be the following, if registered to
52 vote in Los Angeles County:

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- 1) Incumbent office holders of those offices referenced in Article II Section 2.a of the By-laws of the California Democratic Party who are registered to vote as Democrats,
- 2) The most recent nominee of the Democratic Party for those offices referenced in Article II Section 2.a of the By-laws of the California Democratic Party,
- 3) Statewide Chairs or Presidents of official or chartered statewide Democratic Party Organizations,
- 4) Members of the Democratic National Committee,
- 5) State Officers of the California Democratic Party,
- 6) Assembly District Representatives to the Executive Board of the California Democratic Party
- 7) The Chair of This Committee at the expiration of the immediately preceding term of office for elected members of This Committee.
- 8) The Treasurer of This Committee, appointed under Article IV, Section C, and,
- 9) The Legal Counsel of This Committee, appointed under Article IV, Section D.

- b. Incumbent office holders of, and the most recent nominees for, the United States House of Representatives, the State Board of Equalization, the State Senate, and the State Assembly whose districts extend into Los Angeles County, but who are themselves not registered to vote in Los Angeles County, shall have the right to appoint a voting alternate, provided such alternate is registered to vote in Los Angeles County.
- c. Ex-Officio members shall be entitled to the same rights and privileges as elected members of This Committee except that they may not use the designation of "Incumbent" upon seeking election to This Committee.

4. **Regular Members**

- a. A regular member is any elected, appointed or ex-officio member of This Committee.
- b. Any regular member who wishes to exercise membership rights including the right to appoint an alternate member must meet the dues requirement of This Committee.
- c. A regular member is a member of the Assembly District Delegation and Region for the Assembly District in which s/he resides.

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5. **Alternate Members**

- a. Any regular member in good standing may appoint an alternate member, subject to the approval of This Committee, who shall serve at the member's pleasure, upon presentation of written authorization to the Chair of the Credentials Committee. Except at the Organizational Meeting, such appointment shall not be submitted to This Committee for approval unless the Chair of the Credentials Committee has been notified of the appointment at least fifteen (15) days prior to the meeting at which the appointment is to be announced.
- b. An Alternate member for an elected or appointed member must reside in the same Assembly District. An alternate member for an Ex-Officio member must reside in that political subdivision of Los Angeles County which the appointing member was nominated to represent.
- c. An alternate member shall meet the same dues requirement of This Committee as a regular member.
- d. An alternate member has right of voice and motion at meetings of This Committee even if the appointing member is present but may vote only in the absence of that member. An alternate member may serve on a standing or special committee with a regular member; may serve as a representative of This Committee to the State Committee or its Executive Board, provided all regular members who are candidates for representative are first given the opportunity to be elected; but may not be elected or appointed to serve as an officer of This Committee.
- e. An alternate member shall be considered a member of the Assembly District Delegation and Region for the Assembly District and Region in which the appointing member resides except where an alternate member is a voting alternate for a Democratic Party nominee or officeholder whose district extends into Los Angeles County but who is not himself/herself registered to vote in Los Angeles County. In the case of such an exception, the voting alternate member shall be considered a member of the Assembly District Delegation and Region in which the voting alternate member is registered to vote.

6. **Associate Members**

- a. (i) An Associate Member shall have the right to voice, but not to make motions or vote, on matters before This Committee.
- (ii) In addition, Associate Members shall have the right to be appointed to a special or standing committee, except for any committee which authorizes the expenditure of campaign funds, which determines campaign strategy or execution or which recommends endorsements. Associate Members shall have full rights when serving in such a capacity, except they shall not serve as chairs or co-chairs of standing committees.

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- b. An Associate Member shall meet the same dues requirement of This Committee as an alternate member.
- c. (i) Each club chartered by This Committee shall have the right to designate one of the club's members as an Associate Member. This designation may be revoked upon written notice by the club to This Committee.
(ii) In addition, the Chair of This Committee shall have the right to nominate Associate Members who, in the Chair's opinion, possess qualifications or skills that would assist in meeting the objectives of This Committee.
(iii) Upon verification of the Democratic Party voter registration of the designee or nominee and that the designee or nominee has not been removed from membership in This Committee during the current term, The Policy Committee shall ratify or reject the designee or nominee.
(iv) Upon ratification and payment of dues, the individual will become an Associate Member as of the next meeting of This Committee at least fifteen (15) days after ratification. The Associate Member's term will expire at the end of the term.
- d. Upon ratification, the Chair of This Committee may appoint Associate Members to a special or standing committee of This Committee.
- e. On no committee of This Committee, including any special committees, shall more than twenty (20) percent of its membership be Associate Members of This Committee.
- f. Associate Members shall be considered nonvoting members of the assembly district in which they reside, but shall not be considered members of that delegation for purposes of allocation of standing committee assignments under Article VI, Section A.

Section B. SEATING OF MEMBERS

- 1. Elected and ex-officio members of This Committee shall be seated on the second Monday in July following the direct primary election.
- 2. Appointed shall be seated immediately upon appointment, and alternate members shall be seated immediately upon approval, by This Committee.
- 3. New members of This Committee elected in the direct primary election may be seated as alternate members for the remainder of the term.

Section C. TERMINATION OF MEMBERSHIP

- 1. **Voluntary Termination**

1 A member may tender his or her resignation only in writing.
2

3 **2. Termination for Lack of Attendance**
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- 5 a. For purposes of this Article II, Section C.2 (Termination for Lack of
6 Attendance), a member who attends a meeting of This Committee or has
7 his/her alternate attend in his/her place shall be counted as present, not
8 absent.
9
- 10 b. The absence of an elected or appointed member from three regular
11 meetings of This Committee within a term year (July to June) or from five
12 meetings within a two-year term shall automatically terminate the
13 membership of that member. For purposes of this Article II, Section C.2,
14 the phrase "two-year term" means the period from the convening of one
15 Organizational Meeting to the next such meeting.
16
- 17 c. It is the duty of all members to attend all meetings of This Committee and
18 any standing committees to which they are appointed and to assure that
19 their attendance at all such meetings is recorded.
20
- 21 d. A notice shall be sent to an elected or appointed member after his/her
22 second absence in a term year and/or fourth absence in a two-year term
23 warning of the automatic termination of that member's membership if the
24 member fails to attend a third meeting in that term year or a fifth meeting in
25 that two-year term, as applicable.
26

27 **3. Termination for Failure to Pay Dues**
28

- 29 a. The Controller shall certify to the Chair of the Credentials Committee the
30 fact of nonpayment of dues of any elected or appointed member within 60
31 days of the date on which the dues were payable.
32
- 33 b. A notice shall be sent via Certified Mail stating the amount owing and
34 stating that if the amount is not paid within ten days of receipt of the notice
35 the membership is automatically terminated.
36
- 37 c. Unless the dues set forth in the notice are paid within the ten days, the
38 Member's membership will be automatically terminated, the member will be
39 notified in writing and the termination will be announced at the next regular
40 meeting of This Committee.
41

42 **4. Termination for Additional Grounds**
43

- 44 a. The additional grounds for termination of membership are as follows:
45
- 46 1) A member supports a non-Democratic candidate for public office.
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- 48 2) An elected official or appointed member moves out of the Assembly
49 District.
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- 51 3) Death or mental incapacity.
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- 4) A member ceases to be a registered Democrat in Los Angeles County.
 - 5) A member commits This Committee to unauthorized expenditures.
 - 6) Knowing membership in an organization which should under California Election Code, Sec. 20201 and/or Article XIII of these Constitution and By-Laws, be chartered, but does not have such a charter and does not have an application for charter pending.
 - 7) A member's financial obligation to This Committee (other than dues) are more than thirty (30) days past due from the date written notice of failure to meet such obligation has been given by the Controller of This Committee to said member. A member may, to avoid removal, bring any such obligation current at any time prior to actual removal. An administrative fee to cover costs of processing, not to exceed \$5.00 plus any bank charges, may be assessed in addition to the actual obligation.
- b. Except in the case of death or mental incapacity the Policy Committee shall not declare the termination of a membership under one of these additional grounds until the member has been notified by Certified Mail that s/he has the right to appear before the Policy Committee to negate the charges.
 - c. Termination of membership under II.C.4.a.6. above shall only be declared upon recommendation of the Credentials Committee and a sixty percent (60%) vote of This Committee's members present and voting, provided, however, that the member is first:
 - 1) Informed by certified mail that he/she is a member of such an organization, and
 - 2) Given thirty (30) days to resign said membership, or the organization in question applies for charter within said thirty (30) days, and
 - 3) Accorded the due process rights of written notice of the charges against him/her, right of response before both the Credentials Committee and This Committee, and is given the right to representation by counsel.
 - d. If the organization in question applies for a charter within the thirty (30) daytime period after the member is notified as provided above, termination of membership under II.C.4.a.6. above shall only be recommended and declared if:
 - 1) The charter application is denied, and
 - 2) The member is informed by certified mail of said denial of charter application, and
 - 3) The member does not resign his/her membership in the organization in question within thirty (30) days of receipt of said notice of denial

1 and notify This Committee of same, and

2
3 4) The due process rights referred to herein above have been
4 accorded the member, and

5
6 5) The Credentials Committee recommends termination, and

7
8 6) This Committee, by sixty percent (60%) vote of those persons
9 present and voting, votes to terminate the member's membership.

10
11 e. Declaration of the termination of membership may only be overruled at the
12 next meeting of This Committee. Upon such overruling, all acts pursuant to
13 the acceptance of the declaration shall be voided.
14

15 **Section D. FILLING OF VACANCIES**

16
17 1. Upon termination of the membership of any member, This Committee may appoint,
18 at any meeting by affirmative vote of the majority of the members voting, as a
19 member to fill that vacancy, any registered Democrat from Assembly Districts from
20 which the member whose membership was terminated was elected or appointed.

21
22 2. Upon the failure to elect from any Assembly District members sufficient in number
23 to equal those provided in California Election Code, Section 7203, or ineligible to be
24 members, This Committee may appoint at any meeting by affirmative vote of the
25 majority of the members present and voting, as members any registered Democrat
26 from that District, so that District's representation equals the number provided for in
27 the Election Code.

28
29 3. This Committee may not appoint as a member from an Assembly District one who
30 has not been recommended by the Delegation of the District for such appointment;
31 provided that upon the failure of that Delegation to so recommend a person during
32 the three months following the occurrence of the vacancy to be filled, This
33 Committee may appoint any registered Democrat who has been recommended by
34 the Policy Committee for such appointment.
35

36 4. Despite the above, once new members have been elected in the direct primary
37 election, any vacancy shall be filled automatically by the top vote getting member-
38 elect residing in the District not already a regular member of This Committee.
39

40 **ARTICLE III. DUES**

41
42 **Section A. PAYMENT OF DUES**

43
44 1. The dues of This Committee shall be thirty-six dollars per year. Dues for elected
45 and Ex-Officio members shall be payable at the organizational meeting and in the
46 same month of the following year.

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48 2. Dues for appointed and alternate members are payable upon appointment. During
49 the last six months of the fiscal year the dues shall be half of the full annual dues.
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Section B. DEFERRAL OR WAIVER OF DUES

Any member may request in writing or in person that the Credentials Committee allow the deferral or waiver of dues on the grounds of economic hardship. Denial by the Credentials Committee may be appealed to the Policy Committee.

ARTICLE IV. OFFICERS

Section A. OFFICERS OF THIS COMMITTEE

1. The officers of This Committee shall be a Chair, Vice-Chair (Male), Vice-Chair (Female), Recording Secretary, Corresponding Secretary, Controller, Parliamentarian, the Immediate Past Chair, and one Vice-Chair from each Region. The office of Treasurer is an appointed position requiring an expert in campaign finance and reporting. As such, the Treasurer is not an officer for purposes of internal governance, but shall be the principal officer of This Committee for the purposes of campaign finance report filing and compliance with applicable campaign finance, tax and related law. Except for the Treasurer, no officer of This Committee may be an employee of This Committee.
2. Any regular member in good standing of This Committee is eligible to be an officer of This Committee.
3. All of the officers shall be elected as specified herein except the Parliamentarian who shall be appointed by the Chair of This Committee.

Section B. DUTIES OF OFFICERS

1. **Chair**
 - a. The Chair shall be chief executive of This Committee with full power to enforce the provisions of these Constitution and By-Laws. S/he shall chair the Policy Committee and shall perform such other duties as are usually incident to the office.
 - b. The Chair shall preside at all meetings of This Committee and the Policy Committee, shall appoint, and may as his/her discretion remove, a Parliamentarian, Chairs of standing committees and such special committees as are required to carry out the program of This Committee, a Newsletter Editor, an Internet Coordinator, Fair Booth Coordinator, and two Sergeants-at-Arms.
 - c. Appointments to the offices described in paragraph b of Article IV.B.1, above, shall be subject to confirmation by the Policy Committee. Upon signed, written petition from two or more Policy Committee members, the Policy Committee, by two-thirds (2/3) majority vote, may overturn the Chair's decision to remove from office any of the above appointees.
 - d. The Chair shall be an Ex-Officio member of all standing and special committees.

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2. **Vice-Chair (Male) and Vice-Chair (Female)**

- a. The Vice-Chair (Male) and Vice-Chair (Female) shall perform the duties and have the powers of the Chair when the latter is unable to act. In the event of the removal, resignation or death of the Chair, the Vice-Chair of the opposite sex shall exercise the powers and duties of the Chair. At the next meeting for which due notice can be given, an election shall be held for the office of Chair. Each Vice-Chair shall assist in the performance of the duties of the Chair upon request.

3. **Regional Vice-Chair**

- a. The Regional Vice-Chairs shall represent This Committee's Chair on all matters referred to them by him/her.
- b. The Regional Vice-Chair shall coordinate work of This Committee in their regions and shall assist the Chairs of the Assembly District Delegations in their regions.
- c. The Regional Vice-Chairs shall preside over the meetings of their regions.
- d. Each Regional Vice-Chair shall appoint members of This Committee resident in his/her region to each standing committee as provided herein below.
- e. Each Regional Vice-Chair shall oversee the activities of such standing committees as the Chair of This Committee assigns.

4. **Recording Secretary**

- a. The Recording Secretary shall be the recording officer of This Committee and the Policy Committee and the custodian of their records, except as otherwise provided.
- b. The Recording Secretary shall attest to all official actions of This Committee such as the election of officers, and termination and appointment of members and all such matters that require official attestation.
- c. The Recording Secretary shall keep the roll of the membership of This Committee and of the Policy Committee.
- d. In the event of a vacancy in the office of Recording Secretary, an election shall be held to fill the vacancy at the next meeting for which due notice can be given.

5. **Corresponding Secretary**

- a. The Corresponding Secretary shall conduct the correspondence of This Committee and of the Policy Committee, except as otherwise provided.

- 1 b. The Corresponding Secretary shall send out notices and minutes of the
2 meetings of This Committee and of the Policy Committee.
3
4 c. The Corresponding Secretary shall take the roll at meetings of This
5 Committee and of the Policy Committee.
6
7 d. In the event of a vacancy in the office of Corresponding Secretary, an
8 election shall be held to fill the vacancy at the next meeting for which due
9 notice can be given.
10
11 e. The Corresponding Secretary shall perform other duties as directed by This
12 Committee, the Policy Committee or the Chair.
13

14 **6. Controller**

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16 a. The Controller shall be responsible for preparing a budget as set forth in
17 Article VIII, Section A herein below.
18
19 b. The Controller shall have the right to inspect all financial records upon
20 demand.
21
22 c. The Controller shall present written Financial Summaries comparing year to
23 date actual receipts, disbursements and balances with year to date
24 budgeted receipts, disbursements, and balances to This Committee on a
25 Quarterly basis and to the Policy Committee at each of its regular meetings.
26

27 **7. Parliamentarian**

- 28
29 a. The Parliamentarian's duties shall be those usually performed by such
30 officer and such other duties as the Chair, the Policy Committee, or This
31 Committee may assign. The Parliamentarian, shall, at the request of the
32 Chair, render an opinion on all questions pertaining to these Constitution
33 and By-Laws and the procedures of This Committee when requested.
34

35 **Section C. TREASURER**

- 36
37 1. A Treasurer may be appointed by the Chair of This Committee, subject to approval
38 of the Policy Committee, to keep the books of This Committee, and to prepare and
39 execute the statements required to be filed under the political campaign finance
40 laws to which This Committee is subject.
41
42 2. Notwithstanding any other provision of these By-Laws, subject to the approval of
43 the Policy Committee, the Treasurer may be compensated by This Committee,
44 either as an employee or as independent contractor.
45
46 3. This Committee may enter into an indemnification agreement with the Treasurer.
47 Any such agreement must be ratified by a vote of two-thirds of This Committee of
48 those present and voting, a quorum being present.
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1 **Section D. LEGAL COUNSEL**

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- 3
- 4 1. The Chair of This Committee, subject to approval by the Policy Committee, may
- 5 hire or retain Legal Counsel, including a general counsel, to provide such legal
- 6 services as may be required.
- 7
- 8 2. Notwithstanding any other provision of these By-Laws, subject to the approval of
- 9 the Policy Committee, Legal Counsel may be compensated by This Committee,
- 10 either as an employee or as independent contractor.

11 **Section E. DUTIES OF SERGEANT-AT-ARMS**

- 12
- 13 1. The duties of the Sergeant-at-Arms shall be those usually performed by such
- 14 persons and such other duties as the Chair, Policy Committee, or This Committee
- 15 may assign.
- 16

17 **ARTICLE V. ELECTIONS AND RECALL**

18
19 **Section A. OFFICERS OF THIS COMMITTEE**

- 20
- 21 1. The Chair, Vice-Chair (Male), Vice Chair (Female), Secretaries, and Controller shall
- 22 be elected at the organizational meeting by all regular members of This Committee.
- 23
- 24 2. Nominations for these offices shall be accepted at the organizational meeting. A
- 25 member may nominate himself/herself.
- 26
- 27 3. Rules for the election shall be established by the Rules and Legal Committee
- 28 subject to approval by the Policy Committee.
- 29

30 **Section B. REGIONAL VICE-CHAIRS**

- 31
- 32 1. Each Regional Vice-Chair shall be elected within thirty days after the organizational
- 33 meeting of This Committee by those members of This Committee residing in the
- 34 Region. A Regional Secretary shall be elected at the same time.
- 35
- 36 2. Should a vacancy occur during the term of a Regional Vice-Chair, the Secretary of
- 37 that region shall notify all the members of that region that a meeting will be held
- 38 (within 30 days of the declaration of the vacancy) to fill the vacancy. If the
- 39 Secretary does not send the notice, the Chair may instruct the Corresponding
- 40 Secretary to send the notice. The notice shall be sent no less than five days prior
- 41 to the meeting, which shall be held in the Region or in conjunction with a regular
- 42 meeting of This Committee.
- 43

44 **Section C. ASSEMBLY DISTRICT DELEGATION OFFICERS**

- 45
- 46 1. Each Assembly District Delegation shall elect a Chair and a Secretary at its first
- 47 regular meeting after the organizational meeting or at the organizational meeting of
- 48 This Committee.
- 49
- 50 2. Should a vacancy occur during the term of a Delegation Chair, the Secretary of that
- 51 Delegation shall notify all the members of that Delegation that a meeting will be
- 52 held (within thirty days of the declaration of the vacancy) to fill the vacancy. If the

1 Secretary does not send the notice, the Chair may instruct the Corresponding
2 Secretary to send the notice. The notice shall be sent no less than five days prior
3 to the meeting, which shall be in the District or in conjunction with a regular meeting
4 of This Committee.
5

6 **Section D. REPRESENTATIVES TO STATE COMMITTEE**
7

- 8 1. The regular membership of each Assembly District delegation shall automatically
9 be elected as This Committee's representative to the State Committee provided
10 written intent to serve has been filed with This Committee. Any representatives
11 apportioned to This Committee which are not so elected shall be elected at large.
12 The at-large delegates shall be used to balance the delegation as equally as
13 possible between males and females. Alternate members shall only be eligible for
14 election provided there are not sufficient number of regular members, who choose
15 to stand for election, to fill the delegation. Within these parameters, the at-large
16 candidates for representative receiving the most votes within their respective
17 gender category shall be deemed elected. These representatives shall serve until
18 their successors are elected, provided they remain members of This Committee.
19 Representatives to the Executive Board of the State Committee shall be elected
20 pursuant to the Rules adopted by This Committee consistent with the By-Laws of
21 the State Committee and This Committee. Vacancies shall be filled by election,
22 due notice having been given.
23

24 **Section E. RECALL OF OFFICERS**
25

- 26 1. Any officer of This Committee may be recalled by affirmative vote of two-thirds of
27 the eligible members present and voting provided that:
28
29 a. The officer's recall has been requested by the Policy committee or by
30 written petition signed by thirty regular members and containing the alleged
31 grounds for recall;
32
33 b. Written notice has been sent at least ten days prior to the regular meeting
34 stating the alleged grounds to each member;
35
36 c. The officer is allowed thirty minutes during which the officer and/or any
37 persons selected by the officer shall be allowed to address this committee
38 immediately before the vote.
39
40 2. The method in this section shall be in addition to any method provided by a Region
41 for recall of its Regional Vice-Chair.
42

43 **ARTICLE VI. COMMITTEES**
44

45 **Section A. POLICY COMMITTEE**
46

- 47 1. The Policy Committee of This Committee shall be the officers of This Committee,
48 the Co-Chairs of Standing Committees, the Newsletter Editor, the Internet
49 Coordinator, the Fair Booth Coordinator, the Sergeant(s)-at-Arms and the Regional
50 Endorsement Coordinators: a quorum being ten (10) members consisting of at least
51 four County-Wide Officers, three Regional Vice-Chairs, and three other members.
52 For purposes of any Policy Committee meetings during the first 60 calendar days

1 after the organizational meeting of This Committee, a quorum of the Policy
2 Committee shall consist of a majority of the County-Wide Officers and Regional
3 Vice-Chairs who, at the time of the meeting, are current members of This
4 Committee. Neither the Treasurer, nor the Legal Counsel, shall have a vote on the
5 Policy Committee, nor count towards a quorum.
6

7 2. The Policy Committee shall be charged with general oversight of the operations of
8 This Committee, including the review and approval of contracts, the hiring and
9 termination of staff, and the resolution of complaints against: officers, members,
10 and employees of This Committee, as well as organizations chartered by This
11 Committee.
12

13 3. The Policy Committee shall be responsible for formulating, and overseeing the
14 implementation of, the general policy of This Committee. The Policy Committee
15 may exercise any of the powers of This Committee on an emergency basis if it
16 finds such action to be essential to maintenance of This Committee's operations
17 and programs. Any emergency action requires an affirmative vote of not less than
18 sixty percent of those members present and voting at a meeting with a quorum.
19 The exercise of emergency powers is to be rare and reserved to situations where
20 immediate action is genuinely essential. Nothing in this Section A.3 shall in any
21 way authorize any deviation from the process for the endorsement of candidates or
22 ballot measures set forth elsewhere in these Constitution and Bylaws. Any
23 emergency action undertaken under the authority of this Section A.3 shall be
24 reported at the next meeting of This Committee.
25

26 **Section B. OTHER STANDING COMMITTEES**
27

28 1. The following Standing Committees shall be established:
29

Ballot Measures	Election Protection and Oversight	Organizational Chartering and Development
Budget	Events	Program and Education
Campaign Services	Finance	Resolutions
Candidate Interview	Judicial Interview	Rules & Legal
Community Outreach	Labor	Voter Registration and Development
Credentials	Legislative Action	

30 2. The Chair of This Committee shall appoint two Co-Chairs of each standing
31 committee with the consent of the Policy Committee, within sixty days after the
32 organizational meeting of This Committee. One Co-Chair of each standing
33 committee may be an alternate member. Additionally, the Chair of This Committee
34 shall appoint at least one additional member to each committee, which, along with
35 the Committee Co-Chairs shall constitute the initial membership of each standing
36 committee. The Chair of This Committee shall consider geographic diversity when
37 appointing Co-Chairs of standing committees. A separate process for
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appointments to the Budget, Finance and Audit Committees are described in Article VI Section A.5 and Article VI Section C.

- 3. Each Regional Vice-Chair shall appoint members of his/her Region to the following Standing Committees within sixty (60) days of the Organizational Meeting of This Committee in the following number per district:

Ballot Measures	1 per Region	Labor.....	1 per Region
Campaign Services	1 per Region	Legislative Action	1 per Region
Candidate Interview.....	1 per AD	Organizational Chartering	
Community Outreach	1 per Region	and Development	1 per Region
Credentials.....	1 per AD	Program and Education.....	1 per Region
Election Protection and Oversight .	1 per Region	Resolutions	1 per Region
Events.....	1 per Region	Rules & Legal.....	1 per Region
Judicial Interview.....	1 per Region	Voter Registration	
		and Development	1 per Region

Any regular or alternate members who wish to serve on a standing committee who have not been so appointed may be appointed by the Chair of This Committee.

The Chair of This Committee may appoint additional members to Endorsement Recommendation Committees, except for Assembly District Delegations, to insure geographic or other diversity when considering a particular race(s).

- 4. The Budget and Finance committees of This Committee shall each be composed of five (5) members of This Committee appointed by the Policy committee.
- 5. The Chair of This Committee may, with the consent of the Policy Committee, appoint members of the Chair’s Advisory Committee to any standing committee as non-voting member.

Section C. NOTICE AND RULES

- 1. The Chair of This Committee may remove the Chair or any member of a Standing Committee. A Standing Committee member who misses three consecutive meetings is considered to have resigned.
- 2. Each Standing Committee shall meet at the call of its Chair upon seven days written notice unless such committee meets on a regular basis at a predetermined time and place.
- 3. Each Standing Committee shall have such powers and duties as are implicit in its title and as assigned by these Constitution and By-Laws, the Chair, This Committee or the Policy Committee.
- 4. Each Standing Committee shall adopt such rules as are necessary for its own operation not inconsistent with these Constitution and By-Laws; provided that no such rule may impair the voting rights of any person duly appointed to such Standing Committee beyond any restrictions specifically set forth in these Constitution and Bylaws.

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5. Chairs of Standing Committees may, at their discretion, form subcommittees of their Standing Committees the recommendations of which may be reported directly to This Committee; provided, however, that any such subcommittees shall have not less than three members and appointments thereto shall be made with due consideration for the principles of fairness and inclusion to which the Democratic Party is committed.
 6. A quorum for standing committees shall be a majority of the filled positions with a maximum quorum requirement of one Co-Chair and four members, except with regard to Endorsement Recommendation Committees, which shall be as specified in Article X, Section A.11.

14 **Section D. AUDIT COMMITTEE**

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1. The Audit Committee shall consist of three members appointed by the Policy Committee and approved by This Committee at the regular meeting following the organizational meeting.
 2. The members of the Audit Committee shall select the Chair from among themselves and so notify the Recording Secretary.
 3. The members of the Audit Committee can be recalled in the same manner as an officer of This Committee.
 4. The Audit Committee shall audit the financial records of This Committee at least once a year at a time determined by the Audit Committee. The Chair of the Audit Committee shall report the results of the audit at the next meeting of This Committee.
 5. The Audit Committee may inspect the financial records and reports of This Committee or any subordinated body at any time.
 6. The Chair of the Audit Committee shall serve as member of the Policy Committee.

37 **Section E. CHAIR'S ADVISORY COMMITTEE**

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The Chair of This Committee may appoint non-member Democrats residing in Los Angeles County to the Chair's Advisory Committee, which shall advise the Chair on request.

43 **Section F. REMOVAL OF MEMBERS FROM POLICY COMMITTEE**

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1. Notwithstanding any other provision of these By-laws, any member of the Policy Committee who misses three of any four consecutive properly noticed meetings of the Policy Committee is automatically removed from the Policy Committee.
 - a. Any Policy Committee member subject to removal pursuant to this section and who wishes to contest such removal must file a written appeal at least ten days before the next regularly scheduled meeting of This Committee. At that meeting, the appeal will be heard, and shall be

1 decided by a majority vote of the members of the Committee in
2 attendance.

3
4 b. In the absence of a timely-filed appeal, the Chair will announce the
5 automatic removal of Policy Committee members removed pursuant to
6 this section during the Chair's report at the next regularly scheduled
7 meeting of This Committee.

8
9 2. Removal of a member from the Policy Committee pursuant to this section shall
10 be deemed to create a vacancy in the position, which shall be filled pursuant to
11 these By-Laws.

12
13 3. This section shall not apply to the Treasurer or to other members of the Policy
14 Committee appointed by the Chair.

15
16 **ARTICLE VII. BUDGET AND FINANCE**

17
18 **Section A. BUDGET**

19
20 An annual budget shall be proposed by the Controller to the Budget committee and to
21 the Finance committee in joint session. The Controller shall timely provide copies of the
22 proposed annual budget to the chairs of all standing committees in sufficient time to
23 afford each standing committee an opportunity for input into the final proposed budget.
24 The Budget and Finance committees, in joint session, shall adopt the final proposed
25 budget and propose it to This Committee at the February meeting.

26
27 **Section B. EXPENDITURES**

28
29 1. All appropriations and bills shall be presented to the Treasurer, who shall pay all
30 approved budgeted bills and appropriations without further authorization. The
31 Treasurer or the Treasurer's authorized representative or designee shall report
32 all such expenditures at the next meeting of This Committee.

33
34 2. No expenditures shall be made from the general fund except as provided for in
35 the budget. Any unbudgeted expenditures must first be referred to the Budget
36 Committee for its approval. In exigent circumstances, the Chair and the
37 Controller in conjunction with one officer of This Committee elected on a county-
38 wide basis by the entire Committee may authorize an unbudgeted expenditure
39 without referral to the Budget or any other Committee, provided that they have
40 made a specific finding that there are identifiable offsetting revenues that have a
41 likelihood of eminent collection.

42
43 3. The Chair, Treasurer, Vice Chair (Male), and Vice-Chair (Female) are hereby
44 authorized to sign checks on any account carried in the name of This Committee,
45 provided the expenditure has been duly authorized. All checks shall require two
46 (2) signatures. The Treasurer or Chair shall be a signatory on every check.

47
48 4. No member of This Committee shall make any financial commitment involving
49 the expenditure of This Committee's funds other than those provided herein
50 unless such person has been so authorized by a motion passed by This
51 Committee specifically authorizing such expenditure or commitment. Violation of
52 this provision shall constitute grounds for termination of the member's

1 membership. Any member of This Committee may file the charges.
2

3 **Section C. RECEIPTS**
4

- 5 1. All funds received either by donation or by sale of tickets or other items in
6 connection with the activities of any committee of This Committee shall be
7 deposited into the Treasury of This Committee. Such funds shall then be made
8 available to the responsible committee chair upon request to the Treasurer of
9 This Committee. Any unused funds shall be returned to the general fund upon
10 completion of the committee's activity.
11

12 **ARTICLE VIII. MEETINGS**
13

14 **Section A. REGULAR MEETINGS**
15

- 16 1. This Committee shall meet on the evening of the second Tuesday of each month
17 except the Chair may designate the first or third Tuesday for the meeting if a
18 legal holiday or if there falls upon the second Tuesday an event that would make
19 holding the meeting inappropriate in the opinion of the Policy Committee.
20
21 2. This Committee may cancel its next regular meeting provided that notice of such
22 cancellation is sent to all members of This Committee at least seven days before
23 the date of the meeting being canceled and provided that no two consecutive
24 meetings are canceled.
25
26 3. The organizational meeting of This Committee shall replace the regular meeting
27 of This Committee in July of the year following the election of new members and
28 shall take place on the second Monday of July.
29
30 4. The Chair shall schedule meetings at times which provide for the maximum
31 participation of the members.
32
33 5. Written notice of all regular meetings of This Committee shall be sent to all
34 members of This Committee at least seven days prior to each meeting. Such
35 notice shall contain time, place and proposed agenda for the meeting. All
36 members of the Policy Committee shall be given notice of all Policy Committee
37 meetings in written form, which can be electronic (where the member has
38 consented to electronic notice), or by telephone at least seven days prior to each
39 meeting. By that same deadline, notice of all Policy Committee meetings shall be
40 posted on This Committee's website. All such meeting notices shall contain the
41 time, place and proposed agenda for each meeting.
42

43 **Section B. SPECIAL MEETINGS**
44

- 45 1. The Chair of This Committee may call a special meeting of This Committee on
46 any day that is not a legal holiday. The Chair may call a special meeting of the
47 Policy Committee on any day not a legal holiday.
48
49 2. Any thirty regular members representing a majority of Assembly Districts may call
50 a special meeting of This Committee on any day not a legal holiday. The names
51 of those calling the meeting shall be included in the written notice of the meeting.
52

- 1 3. Only the business specified in the written notice of a special meeting shall be
2 conducted at such meeting.
- 3
- 4 4. Written notice of all special meetings of This Committee shall be sent to all
5 members of This Committee at least seven days prior to such meeting.
6 Reasonable advance notice shall be given to all members of the Policy
7 Committee of all special meetings of the Policy Committee in written form, which
8 can be electronic (where the member has consented to electronic notice), or by
9 telephone. In addition, reasonable advance written notice of all special meetings
10 of the Policy Committee meetings shall be posted on This Committee's website.
11 All such meeting notices shall contain the time, place and business to be
12 considered.

13
14 **Section C. EMERGENCY MEETINGS**

- 15
- 16 1. The Chair may call an emergency meeting of This Committee to determine the
17 nominee of the Party to partisan office in the event of a vacancy described in
18 Article I, Section C of these Constitution and Bylaws.
- 19
- 20 2. As much notice as possible shall be given.

21
22 **Section D. PROCEDURES**

- 23
- 24 1. The proceedings of This Committee, and of the Policy Committee, shall be
25 governed by Robert's Rules of Order Revised, except as otherwise provided
26 herein, applicable rules or bylaws of the Democratic National Committee or
27 California Democratic Party or the Election Code. Rules of Procedure for
28 Standing and Special Committee, Regions and Assembly Districts Delegations
29 may be made by those bodies provided they do not conflict with rules set forth in
30 these Constitution and Bylaws, including Article VI, Section C.4.
- 31
- 32 2. A quorum for transaction of business at any meeting of This Committee shall
33 consist of fifty members representing a majority of the Assembly Districts.
- 34
- 35 3. Except as otherwise provided herein or in Robert's Rules of Order (Revised), all
36 actions taken by This Committee or any subordinate body of This Committee
37 shall be by affirmative vote of a majority of those members eligible to vote who
38 are present and voting, a quorum being present. Abstaining members count as
39 being present for purposes of a quorum, but abstentions do not count for
40 purposes of determining the outcome of a vote. Secret ballots shall not be
41 allowed on any vote. In the event a written ballot is utilized in any proceeding, it
42 shall bear the printed name and signature of the voter, and shall be maintained
43 by This Committee for a period of at least 90 days. In the case of ballots
44 regarding endorsement recommendation(s) or endorsement(s), such ballots shall
45 be maintained for not less than 90 days or until the day after the next regular
46 meeting of This Committee after the election in question, whichever is later.
- 47
- 48 4. A member must be present in order to participate in the business of This
49 Committee or any subordinate body of This Committee. No proxy or absentee
50 voting shall be permitted.
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5. All regular, alternate and associate members of This Committee shall have the right to speak_at meetings of This Committee. Only members of the Policy Committee shall have the right to speak at meetings of the Policy Committee except as otherwise authorized by the Policy Committee.
 6. Privilege of the floor may be granted if:
 - a. The speaker has been requested to speak by the Chair.
 - b. The speaker has been requested to report on the activities of a sub-committee by the chair of that sub-committee.
 - c. Time is ceded by someone eligible for the floor.

15 **Section E. GENERAL POLICIES**

16
17 The Los Angeles County Democratic Party acknowledges and adopts, as its own, the
18 following General Policies of the National and State Democratic Party:
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1. All public meetings at all levels of the Democratic Party shall be open to all members of the Democratic Party without regard to race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, disabilities as defined by the Americans with Disabilities Act of 1990 or economic status.
 2. There shall be no membership requirements tests, or loyalty oaths for This Committee or at any other level of the Democratic Party causing or requiring, either directly or indirectly, prospective or current members of the Democratic Party to acquiesce in, condone or support discrimination on the grounds of race, color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation, disability as defined by the Americans with Disabilities Act of 1990 or economic status.
 3. This Committee shall support nondiscriminatory, and the broadest possible, voter registration.
 4. This Committee shall publicize fully and in such a manner as to assure notice to all interested parties a full description of the legal and practical procedures for selection of Democratic Party Officers and representatives on all levels.

40 **Section F. E-MAIL NOTICE**

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1. This Committee may provide any notice via email if:
 - a. The recipient has consented, in writing, on forms provided by This Committee to receiving notice in this manner;
 - b. The notice is sent to the email address specified when the recipient gave consent, or the most recent email address specified on a subsequent notice of change of address by the recipient;

- 1 c. The obligation to inform, and procedure for informing, This Committee of
2 any change in email address, has been specified in writing;
- 3 d. The recipient has received from This Committee an initial email
4 confirmation of their consent to receiving notice via email, and has
5 reconfirmed that consent by means of a return email;
- 6 e. The recipient agrees, in writing, that This Committee is not responsible
7 should the recipient fail to open, receive, view or read their incoming
8 emails and, therefore, did not receive actual knowledge of the material
9 contained in the email notice in a timely manner;
- 10 f. The recipient acknowledges in writing that they have been informed, in
11 writing, that their email address will be made public unless they exercise
12 an option to maintain the confidentiality of their address on a form
13 provided by This Committee. The confidentiality from public disclosure
14 does not preclude the dissemination of the recipient's email address to
15 the staff of This Committee or others with a need to know the member's
16 email address in order to provide effective notice to the recipient; and
- 17 g. Any email providing notice shall contain (i) information about how a
18 recipient who has previously consented to email notice can "opt out" of
19 receiving future notices by email; and (ii) information about how to submit
20 a change of email address.
- 21 2. Notice to This Committee of the change of the email address of a person
22 consenting to email notice is to be provided to This Committee in writing.
23 Similarly, to be effective, notice of the revocation of such consent (that is, of a
24 person who has consented to email notice choosing to terminate that consent
25 and opt out of email notice on a going forward basis) shall be provided to This
26 Committee in writing.

27
28 **ARTICLE IX. CANDIDATE NOMINATION**

29
30 This Committee, alone or in conjunction with other County Committee or State
31 Committee members, shall nominate candidates to fill vacancies as provided by Section
32 8806 of the Election Code.

33
34 **ARTICLE X. CANDIDATE ENDORSEMENT**

35
36 **Section A. General Provisions**

37
38 The following general provisions shall govern all endorsement recommendation and
39 endorsement proceedings of This Committee or its Endorsement Recommendation
40 Committees:

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42 **1. Definition and Jurisdiction of Endorsement Recommendation Committee**

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a. **Jurisdiction**

The following Committees may be referred to as Endorsement Recommendation Committees and shall have the following jurisdiction:

- 1) Assembly District Delegation(s) – The Assembly District Delegation of each Assembly District in which a candidate for a particular race is on the ballot, shall have jurisdiction over Local Races; defined herein as races covering less than four (4) Assembly Districts, excluding Los Angeles County offices, municipal offices of the City of Los Angeles, Los Angeles Unified School District, and Los Angeles Community College District. If more than one Assembly District Delegation has jurisdiction, they shall meet jointly. If more than four (4) Assembly District Delegations would have jurisdictions, the race shall be considered by the Candidate Interview Committee. Meetings shall be held at the call of the Chair of This Committee, or his or her designee;
- 2) Candidate Interview Committee – The Candidate Interview Committee shall have jurisdiction over all Non-Judicial Races that involve Los Angeles County offices, municipal offices of the City of Los Angeles, Los Angeles Unified School District, and Los Angeles Community College District elections and/or other non-partisan races covering more than four (4) Assembly Districts;
- 3) Judicial Interview Committee – The Judicial Interview Committee shall have jurisdiction over all Judicial Races and retention questions; and,
- 4) Ballot Measure Committee – The Ballot Measure Committee shall have jurisdiction over all measure contests including state and local initiatives, propositions, and referenda, other than recall elections.
- 5) Screening and Early Endorsement Recommendation Committee (SEER Committee) – The SEER Committee shall have jurisdiction over non-partisan races that have been placed into a “Candidate Recruitment Track”, which may allow certain participating candidates to receive early endorsements.

2. **Percentage Required for Endorsement or Recommendation for Endorsement**

This Committee may endorse, and Endorsement Recommendation Committees may recommend, by affirmative vote of sixty percent (60%) of those members voting any Democrat who has filed as a candidate for non-partisan office or for partisan office in a special election; blank ballots, void ballots, and abstentions shall not count towards the total. The same sixty percent (60%) requirement shall apply to endorsements in support of, or opposition to, ballot measures.

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3. **Validity of Written Ballot**

To be valid, a written ballot must include the printed name of the member or alternate casting the ballot and their signature.

4. **Calculation of Percentages**

The sixty percent (60%) threshold is calculated by multiplying the number of ballots cast--excluding blank ballots, void ballots, and abstentions--by .6 and if a whole number is not obtained, rounding up to the next whole number.

[For example: If 100 votes are cast, 60% is sixty votes; however, if 102 votes are cast, multiplication by .6 results in 61.2, which is rounded up to the next whole number. Accordingly, 62 votes would be needed to make an endorsement or recommendation of endorsement.]

5. **Prohibition on Multiple Endorsements**

This Committee shall not endorse more candidates for an office than the number to be elected for that office.

6. **Only One Form of Endorsement**

This Committee shall make no form of endorsement other than an official endorsement as expressly described in these bylaws.

7. **Prohibition on Supporting or Endorsing Non-Democrats**

This Committee shall not in any way support or endorse a candidate who is not a registered Democrat.

8. **Notice of Endorsement Proceedings, Service of Standard Candidate Questionnaire & Proof of Service**

a. Whenever an endorsement procedure is initiated, the Chair of the relevant Endorsement Recommendation Committee, or his/her designee, shall be responsible for sending to all candidates who are registered Democrats notification in writing of:

- 1) The date, time and place of all relevant meetings,
- 2) Their right to consideration,
- 3) The content of the Standard Candidate Questionnaire adopted by the Policy Committee of This Committee by providing them with a copy of the questionnaire,
- 4) The instructions for return of the completed questionnaire, and,
- 5) The instructions for payment of Administrative Fees.

These requirements do not apply to the Early Endorsement Procedure for

1 races on the Candidate Recruitment Track.

- 2
- 3 b. The Chair of This Committee may reassign the above responsibilities to
- 4 another member of This Committee.
- 5
- 6 c. The above written notification shall be sent at least seven days prior to
- 7 the meeting of the Endorsement Recommendation Committee.
- 8
- 9 d. A proof of service of notification shall be maintained by This Committee
- 10 for a period of at least thirty (30) days after the relevant election.

11

12 **9. Notification of Committee Actions and Recommendations**

13

- 14 a. Decisions of an Endorsement Recommendation Committee are public
- 15 information and are not to be kept secret. To that end, and to insure the
- 16 free and fair flow of information regarding such recommendations, the
- 17 chair of an Endorsement Recommendation Committee:
- 18
- 19 1) Shall, within 72 hours of a decision of an Endorsement
- 20 Recommendation Committee, diligently attempt to notify the Chair
- 21 of This Committee, along with all candidates whose races have
- 22 been considered, of the content of the recommendations of the
- 23 Endorsement Recommendations Committee, and,
- 24
- 25 2) May provide such notice either orally, in writing, telephonically, or
- 26 electronically, or by any other form of actual notice.
- 27

28 **10. Conflict of Interest Provisions**

29

- 30 a. A member of This Committee may not vote on nor make a motion
- 31 concerning a recommendation for endorsement of a candidate during
- 32 proceedings of an Endorsement Recommendation Committee if:
- 33
- 34 1) the member is a candidate for the public office under
- 35 consideration; or,
- 36
- 37 2) the member is a paid employee or independent contractor of the
- 38 controlled committee of a candidate for the office under
- 39 consideration; or,
- 40
- 41 3) the member is an employee who serves or works in paid
- 42 employment at the pleasure of a person standing for election to
- 43 the office under consideration; provided, however, that nothing in
- 44 this rule shall preclude any person serving on a non-salaried basis
- 45 as an appointee to a public panel, board or commission from
- 46 voting on such a recommendation for endorsement.
- 47
- 48 b. Disqualified members may, however, participate in discussion and
- 49 debate.
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11. **Quorum**

a. **Minimum Participation**

1) **Endorsement Recommendation Committees Consisting of an Assembly District(s)**

Assembly District Delegations meeting as Endorsement Recommendation Committees, either alone or in conjunction with other Assembly District Delegations, have the following quorum requirements:

- a) In the case of a single Assembly District Delegation, a majority of the filled positions of all Regular Members, with a maximum quorum requirement of 6;
- b) In the case of a two Assembly District Delegations meeting jointly, a majority of the filled positions of all Regular Members, with a maximum quorum requirement of 9;
- c) In the case of a three Assembly District Delegations meeting jointly, a majority of the filled positions of all Regular Members, with a maximum quorum requirement of 12; and
- d) In the case of a four Assembly District Delegations meeting jointly, a majority of the filled positions of all Regular Members, with a maximum quorum requirement of 15.

[Note: Regular members are defined as Elected, Appointed, and Ex-Officio members. A majority is calculated by first determining the number of filled positions and then subtracting any disqualified members as described in X.A. 10.b below.]

2) **Endorsement Recommendation Committees Consisting of a Standing or Ad Hoc Committee**

A quorum of any meeting of an Endorsement Recommendation Committee, which is a Standing Committee, an Ad Hoc Committee or any subcommittee thereof, is a majority of the filled positions.

[Note: A majority is calculated by first determining the number of filled positions and then subtracting any disqualified members as described in XA10b below.]

b. **Effect of Disqualification on Quorum**

1) **Endorsement Recommendation Committees Consisting of an Assembly District(s)**

1 In the event a member of an Assembly District Delegation is
2 disqualified from participating in a specific race, that member's
3 alternate may participate and shall be counted for purposes of
4 determining a quorum, unless the alternate is otherwise
5 disqualified. If both the member and alternate are disqualified,
6 neither shall be counted as a member of the delegation for
7 purposes of determining a quorum, for that specific race.
8

9
10 **2) Endorsement Recommendation Committees Consisting of a
11 Standing or Ad Hoc Committee**

12 Whenever a member of a Standing or Ad Hoc Committee
13 considering endorsements is disqualified from voting, that
14 individual shall not be counted as a member of the Standing or Ad
15 Hoc Committee for purposes of determining a quorum, for that
16 specific race.
17

18 **12. Participation of Alternate Members**

- 19
20 a. Alternates may only vote on endorsement recommendations at the
21 Assembly District level, if:
22
23 1) The appointing member is not present at the time of the vote, or
24
25 2) their appointing member is disqualified, whether or not the
26 appointing member is present at the time of the vote.
27
28 b. Alternate Members serving on Endorsement Recommendation
29 Committees that are Standing or Ad Hoc Committees have the same
30 rights and privileges as Regular Members on the committee.
31

32 **13. Exclusive Procedure**

33
34 Except as provided in this Article X, Sections E., G., H. and J., the only valid
35 motions to endorse must originate from an Endorsement Recommendation
36 Committee. No other motions to endorse shall be in order. If a motion to
37 endorse originating from an Endorsement Recommendation Committee is not
38 adopted, balloting shall proceed as provided in Article X, Section D. 5.
39

40 **14. Binding Nature of Rules**

41
42 The rules in this Article X are substantive and may not be suspended, modified,
43 supplemented or waived by any Endorsement Recommendation Committee nor
44 by This Committee, except as specifically provided herein.
45

46 **Section B. PREREQUISITES TO CANDIDATE ENDORSEMENT PROCESS**

47
48 **1. Initiation of Endorsement Process**

- 49
50 a. Endorsement procedures for a candidate shall only take place when
51 requested in writing by a candidate who has taken out papers for a non-
52 partisan office, or by a member of This Committee.

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- b. In any race in which the Chair of This Committee reasonably believes that the Endorsement Recommendation Committee responsible for initiating an Endorsement Recommendation process will fail to do so, or has failed to do so, upon proper request, the responsibility for making such recommendation may be reassigned by the Chair of This Committee to the Candidate Interview Committee or Policy Committee.

2. Restriction on Timing of Endorsement

No endorsement or recommendation for endorsement shall take place until the deadline for filing has passed unless the race has been placed in the Candidate Recruitment Track. Nothing in this section shall prevent:

- a. the scheduling of meetings,
- b. the Notice of Endorsement Proceedings, and/or
- c. the Service of a Standard Candidate Questionnaire prior to the close of filing.

3. Administrative Fees for Endorsement & Waiver

a. Fees

Each candidate seeking the endorsement of This Committee shall submit to the relevant Endorsement Recommendations Committee Chair, a non-refundable administrative filing fee of \$100 in the case of races involving more than four Assembly Districts and \$50 in all other cases. This fee shall be submitted by the time of the Endorsement Recommendations Committee Meeting in which his/her name is considered.

b. Waiver

In the event of economic hardship, candidates may offset the filing fee by submitting proof of registration of new Democrat voters who have been registered within the three (3) months immediately preceding the Endorsement Recommendation Committee meeting. Each registration shall reduce the filing fee by one dollar for each proof of such registration submitted. Except as otherwise expressly provided herein, the fee and/or proof of registration must be delivered by the time of the Endorsement Recommendation Committee meeting. A waiver of all or part of the filing fee may also be granted for economic hardship by the Chair of This Committee.

4. Submission of Completed Candidate Questionnaires

The Candidate or the Candidate's designee is to submit at least ten (10) copies of the completed candidate questionnaire to the Chair of the Endorsement Recommendation Committee prior to consideration of that particular race.

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5. **Eligibility of Candidates for Endorsement**

Only a candidate who has timely paid or had waived the applicable administrative filing fee and timely submitted a completed Standard Candidate Questionnaire shall be eligible for endorsement.

6. **Candidate Recruitment Track and Early Endorsement Procedure**

a. Overview and Purpose – In rare circumstances, This Committee may select certain races and candidates to qualify to be included in a Candidate Recruitment Track, which allows them to receive training, endorsements and support before the close of filing.

b. Selection of Races – Any member of This Committee may suggest non-partisan races to be considered for the Candidate Recruitment Track to the Co-Chairs of the Campaign Services Committee. The Chair of This Committee, in consultation with the Co-Chairs of the Campaign Services Committee, may select non-partisan races to be included in the Candidate Recruitment Track. To be selected, races must exhibit at least one of the following characteristics:

- 1) Currently or historically held by a non-Democrat,
- 2) Historically difficult for a Democrat to be victorious,
- 3) Democratic disadvantage in voter registration, and/or
- 4) Democratic disadvantage in voter performance.

c. Candidate Recruitment – After a race is selected, members of the Assembly District Delegation(s) in whose jurisdiction(s) the race is situated, the Campaign Services Committee, organizations chartered by This Committee, the Chair of This Committee and its staff may all offer people to be considered for the screening and early endorsement process.

d. Recommendation of Candidates for Early Endorsement – After a race is selected, the Chair of This Committee shall appoint a “Screening and Early Endorsement Recommendation Committee” (SEER Committee), for that race which shall consist of:

- 1) the Co-Chair(s) of the Campaign Services Committee;
- 2) the Chair(s) of the affected Assembly District Delegation(s), or their designee(s), who must be members of This Committee;
- 3) the Regional Vice-Chair(s) and Regional Endorsement Coordinator(s) of the affected Region(s);
- 4) Associate members appointed by a chartered organization who reside in the affected Assembly District(s) (who shall be non-voting members); and

1 5) the Chair of This Committee's designee, who may be an
2 employee of This Committee.
3

4 e. SEER Committee Duties – The SEER Committee shall have the
5 responsibility to conduct a screening process to determine whether
6 suggested candidates are appropriate to receive an early endorsement.
7 The SEER Committee, by a vote of sixty percent of those present and
8 voting, may vote to recommend a candidate or candidates for early
9 endorsement in a race that has been selected. As with all endorsements,
10 blank ballots, void ballots and abstentions do not count toward the total.
11 The SEER Committee need not recommend candidates for all open seats
12 in a selected race.
13

14 f. Consideration of Candidates for Early Endorsement – The SEER
15 Committee's candidate recommendations shall be considered at a regular
16 meeting of This Committee at which time, subject to the ordinary rules
17 concerning severance, the sole motion before the body will be whether to
18 accept or reject the SEER Committee's recommendation.
19

20 g. Percentage Required for Early Endorsement – This Committee may make
21 an Early Endorsement of a candidate who has been recommended for
22 Early Endorsement by the SEER Committee. Early endorsement
23 requires an affirmative vote of sixty percent (60%) of those members
24 voting any Democrat; blank ballots, void ballots, and abstentions shall not
25 count towards the total.
26

27 h. Effect of the Early Endorsement Process on This Committee's General
28 Endorsement Process
29

30 1) Early endorsements shall carry through to the date of the election
31 or subsequent run-off election unless revoked by means outlined
32 in these By-laws.
33

34 2) Should early endorsement(s) be granted to fewer candidates than
35 the number of open seats in a given race, other candidates shall
36 be eligible to be considered for endorsement to the remaining
37 seats through the general endorsement process.
38

39 3) Otherwise eligible candidates who do not receive an early
40 endorsement shall be eligible to participate and be considered in
41 the general endorsement process.
42

43 **Section C. ENDORSEMENT RECOMMENDATION COMMITTEES AND PROCESS**
44

45 **1. Regional Endorsement Coordinators**
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a. **Appointment and Jurisdiction**

The Chair of This Committee shall appoint one Regional Endorsement Coordinator for each Region who shall be responsible for coordinating local endorsements in their Region. If a local race includes portions of more than one Region, the Chair of This Committee shall determine which of the Regional Endorsement Coordinators shall be responsible for coordinating that endorsement.

2. **Calendar**

- a. For all endorsement procedures, a calendar shall be established which includes the dates of all elections, the date/time/location for Endorsement Recommendation Committee meetings, and dates by which notice shall be required to be served for those meetings.
- b. For Endorsement Recommendation Committees that are Standing Committees, the Chairs of those committees shall be responsible for creating this calendar.
- c. For Endorsement Recommendation Committees that are Assembly District Delegations, the Regional Endorsing Coordinator, in consultation with the Assembly District Delegation Chair(s), shall be responsible for creating this calendar for races in or assigned to their respective regions.

3. **Endorsement Recommendation Committee Meetings, Options and Actions**

a. **Endorsement Recommendation Options and Required Percentage**

An Endorsement Recommendation Committee may, upon affirmative vote of sixty (60) percent of those present and voting, with blank ballots, void ballots, and abstentions not being counted toward the total, make any of the following recommendations:

- 1) Recommend This Committee endorse a particular candidate or position.
- 2) Recommend This Committee take a position of “No Endorsement”.
- 3) Affirmatively recommend that This Committee take a position of “No Consensus”.

b. **Failure to Make Recommendation is “No Consensus” by Default**

In the event an Endorsement Recommendation Committee considers a race and fails to make one of the recommendations set forth in Article X, Section C.3.a above, the report of the Endorsement Recommendation Committee shall be “No Consensus”.

1 c. **Recommendation of Finding of Unacceptability**

2
3 In rare circumstances, an Endorsement Recommendation Committee
4 may also recommend This Committee make a finding that a specific
5 candidate is “Unacceptable”.
6

7 **Section D. ENDORSEMENT PROCESS**

8
9 1. **Presentation of Endorsement Recommendation Committee Report**

10
11 a. **Consent Calendar**

12
13 A consent calendar may be used at the discretion of the Chair of This
14 Committee, provided:

- 15 1) It is only used for a report of the Candidate Interview Committee,
16 Judicial Interview Committee, and/or Ballot Measure Committee;
17
18 2) It is not used by (an) Assembly District Delegation(s); and,
19
20 3) It is in writing and distributed at or before the meeting at which the
21 consent calendar is considered.
22

23 b. **Endorsement Recommendation Committee Reports Not on a**
24 **Consent Calendar**

- 25
26 1) The chair or designated spokesperson of an Endorsement
27 Recommendation Committee shall present a report on its
28 recommendation(s) including a brief description of its process and
29 setting forth in full the reason for its recommendation(s).
30
31 2) Each jurisdiction will be presented and voted on individually.
32
33 3) For purposes of this Article X, a jurisdiction is the County, a city, a
34 school or community college district or any other district (i.e.: a
35 water or library district).
36
37 4) At-large offices will be presented and voted on separately from all
38 other offices.

39
40 Example A) In a city that has multiple City Council Members
41 that are each elected in separate districts, plus an
42 elected Mayor and Treasurer, all endorsement
43 recommendations will be presented as a single
44 motion.
45

46 Example B) In a city that has multiple City Council Members
47 that are elected at-large by all voters in the city,
48 plus an elected Mayor and Treasurer, the
49 endorsement recommendations for Mayor and
50 Treasurer will be presented as a single motion, with
51 all of the recommendations for the at-large City
52 Council presented as a separate motion.

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2. **Severance**

Candidates, at-large offices and/or ballot measure_positions may be severed from a consent calendar or a motion from an Endorsement Recommendation Committee upon request of a credentialed member of This Committee seconded by twenty (20) members who show their voting credentials. No written petitions are required for this process. A severance request, however denominated, in connection with an at-large race shall result in all recommendations (candidates or other positions) in that race being severed and considered separately and individually.

3. **Order of Consideration**

The order of endorsement recommendation consideration shall be as follows:

- a. All parts of a consent calendar, or Endorsement Recommendation Committee's motion which have not been severed;
- b. Candidates or positions severed from a consent calendar or Endorsement Recommendation Committee recommendation, with the first vote being on the Endorsement Recommendation Committee's recommendation.

In at-large races where severance has been requested and has been seconded by twenty (20) members, balloting for each seat shall occur separately and individually considering each recommended candidate or position, one at a time in alphabetical order by last name. Each of the Endorsement Recommendation Committee's recommendations shall be considered before any other balloting is to occur.

- c. One or more written ballot(s) including all eligible candidates, with the option of No Endorsement being included in all such balloting; and,
- d. Ballot measure positions.

4. **Debate**

- a. Except when presented as a consent calendar, after the presentation of an Endorsement Recommendation Committee report, the members of This Committee shall be given the opportunity to debate the recommendation. Speakers shall be limited to no more than three (3) speakers in favor and three (3) speakers opposed, with a time limit of no more than one (1) minute per speaker. The number of speakers or time allotted may be extended by a majority vote of those present and voting.
- b. In the event a race is severed from an Endorsement Recommendation Committee's report, debate and the first vote will be held on the Endorsement Recommendations Committee's recommendation for the severed race.

1 5. **Failure to Adopt Endorsement Committee Recommendation**
2

3 a. In the event the Endorsement Recommendation Committee's
4 recommendation is not adopted, This Committee shall consider
5 endorsement by written ballot.
6

7 b. After the defeat of an endorsement recommendation presented by an
8 Assembly District Delegation(s), there shall be only one (1) ballot. The
9 ballot shall include the option of "No Endorsement" and all eligible
10 candidates who have not yet been endorsed.
11

12 In at-large races, each member may cast her/his ballot for up to the
13 number of seats on which no position concerning endorsement has yet
14 been adopted. The candidates with the highest number of votes up to the
15 number of seats available for endorsement shall be endorsed; provided
16 that each endorsed candidate must receive the sixty percent (60%)
17 minimum threshold of valid ballots cast as set forth in Article X, Section
18 A.2. If there is a tie among such candidates, the tie shall be broken by
19 lot.
20

21 In the event no candidate is endorsed for an office or a seat in an at-large
22 race, it shall be deemed that This Committee has taken a position of "No
23 Consensus."
24

25 c. After the defeat of an endorsement recommendation presented by the
26 Candidate Interview Committee or the Judicial Interview Committee, there
27 shall be up to three (3) ballots. "No Endorsement" shall be an option in
28 all balloting. The first ballot shall include all eligible candidates.
29

30 1) In the event no candidate receives the sixty percent (60%)
31 majority required for endorsement on the first ballot, any candidate
32 not receiving twenty percent (20%) shall be dropped, and a
33 second ballot shall be conducted. In the event no candidate
34 receives a sixty percent (60%) majority on the first ballot, but all
35 candidates receive at least twenty percent (20%) of the vote,
36 balloting shall cease.
37

38 2) In the event no candidate receives the sixty percent (60%)
39 majority required for endorsement on the second ballot, any
40 candidate not receiving twenty percent (20%) shall be dropped
41 and a third ballot shall be conducted. In the event no candidate
42 receives a sixty percent (60%) majority on the second ballot, but
43 all candidates receive at least twenty percent (20%) of the vote,
44 balloting shall cease.
45

46 3) In the event no candidate is endorsed it shall be deemed that This
47 Committee has taken a position of "No Consensus".
48

49 d. If an endorsement recommendation presented by the Ballot Measure
50 Committee is defeated, there shall be only one (1) ballot, which shall
51 include the option of "Yes" (support), "No" (oppose), and "No
52 Endorsement".

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6. **Waiver of Written Ballot**

The requirement of written ballot may be waived by a majority vote of those present and voting at any stage in the proceedings.

7. **Failure to Endorse**

In the event of a failure of This Committee to endorse or take a position, This Committee's position shall be "No Consensus"

8. **Determination of Publication**

In the event a position of "No Consensus" shall be sustained, or otherwise become the position of This Committee, the Chair of This Committee shall determine whether such race shall be listed in any publication of This Committee.

Section E. CHALLENGES

1. **Challenges to Recommendation and Endorsement Process**

a. **Standing to Challenge**

Any alleged violation of this Article X, or any other error or omission in the recommendation process of This Committee's endorsement procedure must be challenged by any of the following:

- 1) A member of This Committee,
- 2) A candidate whose race is being considered, or,
- 3) In the case of a ballot measure a representative of a qualified committee primarily formed to support or oppose that ballot measure.

b. **Timing of Challenge**

1) **To Recommendation Process**

In order to allow for a timely remedy, any challenge to the recommendation process should be made to the officer presiding at the time of the challenge and at the earliest possible point in time. Except as otherwise provided in Article X, Section E, 2.b below, all challenges to the recommendation process must be made before a vote to endorse is taken by This Committee.

2) **To Endorsement Process**

Except as otherwise provided in Article X, Section E. 2.b below, a challenge to any error or omission in the endorsement or recommendation process must be made before the vote to endorse is taken by This Committee. In the event of such a

1 challenge, the challenge must be made to the Chair of This
2 Committee prior to a vote to endorse taking place, and should be
3 in writing.
4

5 **c. Challenge to Member’s Right to Vote**
6

7 If a timely challenge relates to the eligibility of a member of the
8 recommending body to vote and the challenged member does not agree
9 that the challenge should be sustained, the challenged member shall be
10 allowed to vote a provisional ballot.
11

12 **2. Appeals and Determinations of Challenges**
13

14 **a. Composition of Appeals Committee**
15

16 The validity of any challenge concerning the recommendation or
17 endorsement process shall be determined by an Appeals Committee
18 consisting of the Chair of This Committee, its Parliamentarian and one
19 Rules and Legal Committee Co-Chair selected by the Chair of This
20 Committee.
21

22 **b. Authority of Appeals Committee**
23

24 The Appeals Committee shall have authority to resolve the challenge and
25 to order such remedy as may be just and equitable. Remedies may
26 include, but are not limited to, disqualifying a challenged ballot, directing
27 that a challenged ballot be counted, or directing that endorsement in the
28 race be considered by This Committee by written ballot containing the
29 names of all of the candidates determined to be eligible by the Appeals
30 Committee. The decision of the Appeals Committee shall be final. In the
31 event a challenge is filed after the vote to endorse occurs, the Appeals
32 Committee may determine that compelling unusual circumstances exist
33 and vote to hear the challenge. In the event such a post-endorsement
34 appeal is sustained by unanimous vote of the Appeals Committee, the
35 Appeals Committee may suspend the endorsement.
36

37 **c. Erroneous Endorsement of Non-Democrats**
38

39 In the event the Chair of This Committee determines that an endorsed
40 candidate was not a registered Democrat as of the time the Endorsement
41 Recommendation Committee first meets, or any time thereafter, the
42 endorsement shall be void.
43

44 **Section F. COMMUNICATION OF REGISTRATION STATUS**

45 Nothing in this Article X shall preclude This Committee from communicating to members
46 of the Democratic Party registered to vote as Democrats that any candidate for non-
47 partisan office is not registered to vote as a Democrat.
48

49 **Section G. SPECIAL PROCEDURES FOR RUNOFF/GENERAL ELECTIONS IN WHICH THIS
50 COMMITTEE HAS NO ENDORSED CANDIDATE AND A CANDIDATE ELIGIBLE FOR
51 ENDORSEMENT IN THE INITIAL/PRIMARY ELECTION REMAINS ELIGIBLE FOR
52 ELECTION**

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1. **Continued Endorsement of Candidates Still Eligible for Election Who Were Endorsed in the First Round of Voting**

Unless properly revoked, the endorsement of a candidate for election in a first round of voting continues in the second round of voting, however denominated (e.g. runoff or general election) if that candidate remains eligible for election in the second round of voting.

2. **Endorsement in the Second Round of Voting for Races in Which No Endorsed Candidate is Still Eligible for Election**

In a race in which there is a second round of voting, and no endorsed candidate of This Committee remains eligible for election, but one or more candidates eligible for This Committee's endorsement in the first round of voting remain(s) eligible for election in the second round of voting, This Committee may endorse a candidate in the second round of voting. Such an endorsement shall be made solely in accordance with the procedures set forth in this Article X, Section G.

a. Request

The endorsement process for the second round of voting shall be commenced only upon request of either:

- 1) a candidate eligible for endorsement in the first round of voting who remains eligible for election in the second round of voting or
- 2) a member of This Committee.

b. Notice

The Chair of This Committee shall cause written notice of This Committee's intention to consider endorsement in the second round of voting to be sent to all candidates who were eligible for This Committee's endorsement in the first round of voting and who remain eligible for election in the second round of voting. Such notice shall be provided not less than seven (7) days before the meeting of This Committee at which such an endorsement is to be considered.

c. Balloting

At the meeting of This Committee at which endorsement in the second round of voting is to be considered, there shall be only one (1) ballot. The ballot shall include the option of "No Endorsement" along with the names of all candidates who were eligible for This Committee's endorsement in the first round of voting and who remain eligible for election in the second round of voting. If any candidate receives a sixty percent (60%) affirmative vote, that candidate shall receive This Committee's endorsement in the second round of voting in that race.

d. "No Consensus" Endorsement Where No Candidate Receives a Sixty Percent Affirmative Vote

1
2 If no candidate receives a sixty percent (60%) affirmative vote, This
3 Committee's endorsement shall be "No Consensus."
4

5 **Section H. PROVISIONS FOR POLICY COMMITTEE ENDORSEMENT IN SPECIAL ELECTIONS**

6
7 If a special election in Los Angeles County is to take place within thirty (30) days after
8 the close of filing, the Policy Committee may endorse any Democrat who has filed for
9 that office. Any such endorsement shall require a sixty percent (60%) affirmative vote of
10 those persons present and voting, blank ballots, void ballots, and abstentions not
11 counting towards the total. If there is a scheduled meeting of This Committee prior to
12 the election the Policy Committee may delegate its endorsement power to This
13 Committee.
14

15 **Section I. RECALL**

16
17 **1. Motion to Support or Oppose Recall**

18
19 The motion to support or oppose the recall of an elected public official in a non-
20 partisan race may be made and seconded without the necessity of prior notice.
21 This motion requires the affirmative vote of sixty percent (60%) of the members
22 voting, blank ballots, void ballots, and abstentions not counting towards the total.
23

24 **2. Motion to Endorse Successor Candidate**

25
26 A motion to endorse a successor candidate in a recall election is subject to all of
27 the same provisions of this Article X that would apply to a motion to endorse a
28 candidate in a regularly scheduled election.
29

30 **Section J. PROCEDURE FOR RECONSIDERATION, RESCISSION OR REVOCATION OF**
31 **ENDORSEMENT**

32
33 **1. Intent**

34
35 The following procedures shall be the exclusive procedures governing motions,
36 however denominated, to Reconsider, Rescind, or Revoke any position resulting
37 from the Endorsement process set forth in this Article. These procedures take
38 the place of, and supplant, the procedures specified in the edition of Robert's
39 Rules of Order which governs the proceedings of This Committee.
40

41 **2. Sole Method**

42
43 Once the consideration of an endorsement has been terminated, the resulting
44 position may only be revisited, whether by a motion to Reconsider,
45 Rescind, or Revoke the resulting position, by the process specified herein or by
46 an appeal or challenge under Article X, Section E. Consideration of an
47 endorsement is terminated by endorsing a candidate or position, or taking a
48 position of "No Endorsement" or "No Consensus."
49
50
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52

1 **3. Process for Reconsideration, Rescission, or Revocation of an**
2 **Endorsement Position**

3
4 The following is the process and pre-requisites of a motion to Reconsider,
5 Rescind, or Revoke an Endorsement Position:

6
7 a. Maker of the Motion

8 A motion to Reconsider, Rescind, or Revoke an Endorsement Position
9 may be made by:

- 10 1) any member of This Committee,
11
12 2) a sixty percent (60%) majority vote at a Policy Committee
13 meeting, a quorum being present.

14
15
16
17 b. Notice of Intent to Make a Motion

18
19 1) Except when initiated by a sixty percent (60%) majority of the Policy
20 Committee, notice of intention to make a motion for Reconsideration,
21 Rescission or Revocation of an endorsement shall be made in writing
22 and submitted to the Chair of This Committee at This Committee's
23 address of record at least ten (10) days before the next regular
24 meeting of This Committee.

25
26 2) Notwithstanding anything in Article X, Section G.3.b.1, no prior notice
27 of intention to make a motion for Reconsideration, Rescission or
28 Revocation of an endorsement is necessary when the motion is made
29 at the same meeting at which the vote concerning the endorsement at
30 issue is being conducted.

31
32 c. Content of Notice of Intent to Make a Motion

33
34 The notice of intent to make a motion for Reconsideration, Rescission or
35 Revocation of an endorsement must state:

36
37 1) The name of the maker of the motion or that it is coming from the
38 Policy Committee,

39
40 2) The specifics about the subject of the motion:

41 a) If a candidate, the name and jurisdiction of the specific
42 candidate(s);

43 b) If a ballot measure, the title of the measure, the letter or
44 number used to designate the measure on the ballot and
45 the jurisdiction;

46 c) If the position that is the subject of the motion is "No
47 Endorsement" or "No Consensus," the position adopted by
48 This Committee along with the specific office and
49 jurisdiction;
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d) If the matter is a finding of unacceptability of a candidate, the name and jurisdiction of the specific candidate(s) and the fact that the subject of the motion is the finding of unacceptability shall be identified.

3) The reason for the motion, which must include a specific statement setting forth either:

a) new and material information not available to This Committee at the time the original endorsement vote was taken, and/or,

b) extraordinary circumstances, which make revisiting an endorsement necessary.

4) If applicable, the reason(s) the information was not presented at the same meeting at which the vote concerning the endorsement was conducted.

d. Seconding Requirements

The requirements of seconding a motion to Reconsider, Rescind, or Revoke an Endorsement Position are:

1) That a second is not needed if the motion comes from the Policy Committee; or

2) affirmative declaration of fifty (50) members of This Committee who show their voting credentials if the motion is made by a single member of This Committee.

e. Notice of Motion

1) No notice of a motion for Reconsideration, Rescission or Revocation is needed when made at the same meeting at which the vote concerning the endorsement at issue is being conducted.

2) In all other cases, at least seven (7) days advance written notice of a motion for Reconsideration, Rescission or Revocation shall be given to the members of This Committee and, if the subject of the motion is an endorsement for a public office, the candidates who were eligible to have received the endorsement of This Committee at the time it was last considered. Notice to such candidates shall include the content of the Notice of Intent to Make a Motion, where applicable.

f. Debate

Once a motion for Reconsideration, Rescission or Revocation of an endorsement position is duly made and seconded, the members of This Committee shall be given the opportunity to debate it.

1
2 Before any speakers are recognized from the floor, the maker of the
3 motion shall be afforded up to three (3) minutes to present their position
4 and the affected candidate or ballot measure sponsor shall be afforded up
5 to three (3) minutes to respond. Either side may designate a speaker in
6 their stead.
7

8 Thereafter, speakers shall be limited to no more than three (3) speakers
9 in favor and three (3) speakers opposed, with a time limit of no more than
10 one (1) minute per speaker. The number of speakers or time allotted may
11 be extended by a majority vote of those present and voting.
12

13 g. **Seventy Percent Affirmative Vote Required**

14
15 An affirmative vote of seventy percent (70%) of those members present
16 and voting is necessary to adopt a motion for Reconsideration,
17 Rescission or Revocation of an endorsement position.
18

19 h. **Effect of Adoption**

20
21 Upon the adoption of a motion for Reconsideration, Rescission or
22 Revocation of an endorsement position:
23

- 24 1) The endorsement shall be considered invalidated and of no force or
25 effect.
- 26 2) This Committee shall immediately proceed to the consideration of
27 endorsement by way of a single ballot.
- 28 3) The ballot shall include all candidates eligible to be considered for
29 endorsement at the time This Committee made its original
30 endorsement, including the option of "No Endorsement".
- 31 4) In at-large races, ballots shall not include any candidate who has a
32 current and valid endorsement.
- 33 5) Failure of any candidate, position, or the option of "No Endorsement"
34 to receive an affirmative vote of sixty percent (60%) of those members
35 present and voting shall result in a position of "No Consensus".
36
37
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41 **ARTICLE XI. RESOLUTIONS**

42
43 **Section A. INTRODUCTION**

- 44
45 1. The following shall govern the submission of resolutions:
 - 46 a. All resolutions must be typed.
 - 47 b. Twenty copies of each resolution must be provided to the Chair of
48 the Resolutions Committee at least seven days in advance of the
49 meeting at which it is to be considered.
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- c. Whereas clauses must be limited to three or less and resolved clauses to two or less.
- d. All resolutions must contain an "action clause" indicating the action requested.
- e. Resolutions must be no longer than one side of one (1) typewritten page. (8-1/2" x 11").

2. The Resolutions Committee shall:

- a. Consider only those resolutions submitted by a member of This Committee, an Assembly District Committee, a Region, a Committee of This Committee, or by an entity chartered by This Committee.
- b. Combine similar resolutions by re-writing.
- c. Reject resolutions which repeat past positions unless substantially new actions are proposed.
- d. Consider only those resolutions which by subject matter do not fall within the scope of the Legislative Action, Policy, Ballot Measures and Rules and Legal Committee(s).

- 3. Except upon majority vote, the Resolutions Committee shall not consider any resolutions not in conformity with the foregoing rules.
- 4. Except as otherwise provided below a resolution must first be presented to the Resolutions Committee. There shall be at least three copies provide.
- 5. For a resolution to be brought up directly on the floor of This Committee it must be signed by 25 regular members from at least five (5) Assembly Districts.

Section B. PASSAGE

- 1. A resolution approved by the Resolutions Committee shall be brought up automatically for consideration as part of the Resolutions Committee Report.
- 2. A resolution not approved by the Resolutions Committee must meet the same signature requirements as one coming directly to the floor. These resolutions shall be considered during presentation of the report of the Resolutions Committee.
- 3. No resolution shall be passed except upon sixty percent affirmative vote.

ARTICLE XII. REGIONS

Section A. COMPOSITION

This Committee shall have no less than five and no more than seven regions the composition of which shall be determined by majority vote of the Committee "no less

1 than 30 and no more than 90 days before" the organizational meeting upon
2 recommendation of the Policy Committee.

3
4 **Section B. DUTIES**

- 5
6 1. The Region shall implement the duties and functions of This Committee in the
7 local districts and shall assist in broadening the participation and initiative of the
8 members in the region.
9
10 2. Specifically each Region shall be responsible for:
11
12 a. Coordinating regional programs developed in the local districts and
13 carrying out county-wide programs in the Region.
14
15 b. Regional meetings of certain Standing Committees.
16
17 c. Such other duties and functions as may contribute to more visible and
18 viable presence of the Democratic Party in the Region.
19
20 3. Rules of procedure consistent with these Constitution and By-Laws may be made
21 by each Region.
22

23 **Section C. MEMBERSHIP**

- 24
25 1. All regular members of This Committee residing in a given Region shall be
26 members of that Region.
27
28 2. Alternate members shall be members of the Region in which their appointing
29 member resides, except when serving as an alternate for a Democratic Party
30 nominee or officeholder whose district extends into Los Angeles County, but who
31 is not himself/herself registered to vote in Los Angeles County. In the case of
32 such an exception, the alternate member shall be a member of the Region in
33 which the alternate member is registered to vote.
34
35 3. Club Presidents, Democratic State Central Committee members, elected officials
36 and other Democratic leaders may be included as non-voting members.
37

38 **Section D. MEETINGS**

- 39
40 1. Each Region shall hold at least one meeting every two months at the call of the
41 Regional Vice-Chair. All meetings shall be held in the Region or in conjunction
42 with a regular meeting of This Committee. Failure of the Regional Vice-Chair to
43 call these meetings will authorize the Policy Committee to remove the Regional
44 Vice-Chair and authorize new elections.
45
46 2. Written notice containing the time, place, and agenda shall be sent to each
47 member at least seven days prior to any meeting.
48
49 3. Within two weeks after any Region meeting the Secretary shall send a copy of
50 the minutes and a list of those in attendance to the Recording Secretary of This
51 Committee.
52

1 **ARTICLE XIII. ASSEMBLY DISTRICT DELEGATIONS**

2
3 **Section A. MEMBERSHIP**

- 4
5 1. All regular members of This Committee residing in a given Assembly District shall
6 be members of that Assembly District Delegation.
7
8 2. Alternate members shall be members of the Assembly District Delegation in
9 which their appointing member resides, except when serving as an alternate for a
10 Democratic Party nominee or officeholder whose district extends into Los
11 Angeles County, but who is not himself/herself registered to vote in Los Angeles
12 County. In the case of such an exception, the alternate member shall be a
13 member of the Assembly District Delegation in which the alternate member is
14 registered to vote.
15

16 **Section B. MEETINGS**

- 17
18 1. The first meeting of the Delegation shall be called by the previous Chair, if re-
19 elected to This Committee, or by the Assembly nominee. If the meeting is not
20 called within two weeks after the organizational meeting of This Committee, the
21 Chair of This Committee shall appoint a member of the Delegation to call the
22 meeting.
23
24 2. Each Delegation shall meet at least every two months at the call of the
25 Delegation Chair. Failure to call these meetings will authorize the Policy
26 Committee to remove the Delegation Chair upon request of the Delegation and to
27 authorize new elections.
28
29 3. Written notice containing the time, place, and agenda shall be sent to each
30 member at least seven days prior to the meeting.
31
32 4. Two or more Delegations may hold regular or special meetings together.
33 Meetings maybe held in conjunction with a meeting of a Region or This
34 Committee.
35
36 5. Within two weeks after any meeting, the Secretary of the Delegation shall send a
37 copy of the minutes and a list of those attending to the Recording Secretary of
38 This Committee.
39
40 6. Assembly District Delegation(s) have the following quorum requirements:
41
42 a) In the case of a single Assembly District Delegation, a majority of the
43 filled positions of all Regular Members, with a maximum quorum
44 requirement of 6;
45
46 b) In the case of a two Assembly District Delegations meeting jointly, a
47 majority of the filled positions of all Regular Members, with a maximum
48 quorum requirement of 9;
49
50 c) In the case of a three Assembly District Delegations meeting jointly, a
51 majority of the filled positions of all Regular Members, with a maximum
52 quorum requirement of 12; and

- 1
2 d) In the case of a four Assembly District Delegations meeting jointly, a
3 majority of the filled positions of all Regular Members, with a maximum
4 quorum requirement of 15.

5
6 *[Note: Regular members are defined as Elected, Appointed, and Ex-*
7 *Officio members. A majority is calculated by first determining the number*
8 *of filled positions and then subtracting any disqualified members as*
9 *described in X.A.10.b above]*

10
11 **Section C. RULES**

- 12
13 1. Rules of Procedure consistent with these Constitution and By-Laws may be
14 made by each Delegation.
15
16 2. This Committee may determine any issue or election that any Delegation has
17 been unable to resolve at three or more meetings in which there was voting on
18 the issue or elections.
19

20 **ARTICLE XIV. CHARTERS**

21
22 **Section A. AUTHORITY**

- 23
24 1. Pursuant to California Elections Code section 20201, all organizations which
25 include in any part of their name the name of the Democratic Party and directly or
26 indirectly solicit funds in Los Angeles County for any purpose whatsoever under
27 the representation, either express or implied, that the funds are being solicited for
28 the use of the Democratic Party must first be chartered by one of the following:
29
30 a. The Los Angeles County Democratic Central Committee,
31
32 b. The California State Democratic Central Committee, or
33
34 c. A majority of the members of the California Delegation of the Democratic
35 National Committee.
36

37 **Section B. GRANTING**

- 38
39 1. Subject to the provisions set forth herein below, This Committee may charter any
40 organization that has as its objective the advancement of the Democratic Party.
41
42 2. Any charter granted by This Committee shall be effective from the date said
43 charter is granted to the date of the regular meeting in January of the following
44 year, unless revoked as hereinafter provided.
45
46 3. The Committee may only charter an organization, which has been recommended
47 for chartering by:
48
49 a. The majority of the members of the Assembly District Delegation in which
50 a majority of the members of the organization reside, or
51
52 b. The Organization Committee of This Committee if;

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- 1) The organization seeking the charter is not a "membership" organization.
- 2) The majority of the members of an organization do not reside in a single Assembly District,
- 3) The organization shall have appealed the denial of charter by an Assembly District Delegation to the Organization Committee, or
- 4) The organization is recognized as an affiliate of the California Young Democrats or College Democrats of America.

4. This Committee shall have no authority to grant a charter to an organization which has not complied with the provisions of Article XIII, Section B.3 above.

Section C. DENIAL AND REVOCATION

1. This Committee shall have the power and authority to deny or revoke a charter of any organization, for cause by majority vote. Cause for denial or revocation shall include:
 - a. The endorsement of a non-Democrat for elective office.
 - b. Use of the name of the Democratic Party without a charter.
 - c. In the case of a "membership" organization, knowing enrollment of a person registered as anything other than a member of the Democratic Party as a voting member of the organization.
 - d. Transferring of funds from the organization's accounts to an account of a non-Democrat running for elective office, and/or
 - e. Acting in violation of State or Federal laws or regulations.
2. No organization's charter may be revoked without sixty (60) days written notice of grounds of revocation having been mailed to the Chair of the organization in question, and the rights of response before This Committee having been granted to said organization's designated representative. For purposes of this section the Chair shall mean the last person designated in writing to This Committee as Chair.

Section D. APPLICATION REQUIREMENTS

1. All organizations which fall under the mandatory chartering provisions of Election Code section 20201 and desire to be chartered by This Committee shall make application for such charter in writing. The application shall contain:
 - a. The name of the organization.
 - b. A copy of the Constitution and By-Laws of the organization, and if applicable, its Articles of Incorporation, all of which must contain such

1 provisions as This Committee may require,
2

3 c. Agreement by the organization that it will give ten (10) days written notice
4 of any and all of its meetings, both regular and special, to:

5
6 1) All members of the Assembly District Delegation which
7 recommended its charter, or

8
9 2) The Chair of This Committee and the chair(s) of the Organization
10 Committee of This Committee if the organization was not
11 recommended for charter by an Assembly District Delegation.

12
13 d. The names, addresses, and phone numbers of the organization's officers
14 which shall include as a minimum a chair and a treasurer.

15
16 e. The identification number(s) used by the organization when filing
17 statements with the Secretary of State, the Fair Political Practices
18 Commission, and/or the Federal Elections Committee.

19
20 f. A written certificate signed by the President and Secretary of the
21 organization, certifying that each of its members is a registered Democrat
22 or is a person devoted to the principles of the Democratic Party and
23 ineligible to register as a voter because of inability to meet registration
24 requirements. The certificate shall further certify that any such member
25 intends to register as a Democrat immediately upon becoming eligible.

26
27 2. All organizations comprised entirely of a set of specified membership made up of
28 representatives from a Democratic Party Central Committee and/or Democratic
29 Party chartered organizations who are members by virtue of their office/title (e.g.
30 a council of Democratic Clubs organization or steering committee covering a
31 certain geographical area), which fall under the mandatory chartering provisions
32 of Election Code section 20201, and desiring to be chartered by This Committee
33 shall make written application for charter. In addition to those items set forth in
34 Article XIII, Section D.1. above, the following shall accompany the application:

35
36 a. The fee for charter in the sum set forth below:

37
38 (i) \$50 for a newly chartered organization other than organizations
39 recognized as an affiliate of the California Young Democrats or
40 College Democrats;

41
42 (ii) \$100 for a renewal charter for a chartered organization other than
43 organizations recognized as an affiliate of the California Young
44 Democrats or College Democrats, except that where such an
45 organization demonstrates by its campaign filings for the
46 immediately preceding calendar year that neither its gross income
47 nor its gross expenditures for that calendar year totaled \$1,000,
48 the organization may pay a reduced renewal charter fee of \$50;

49
50 (iii) \$15 for a newly chartered organization which is recognized as an
51 affiliate of the California Young Democrats or College Democrats;
52 or

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- (iv) \$30 for a renewal charter for a chartered organization which is recognized as an affiliate of the California Young Democrats or College Democrats.
 - b. A complete roster (in hard copy and, if possible, electronic format) containing the names, addresses, and phone numbers of all its members.
 - c. By-laws which contain provisions indicating that the organization has regularly scheduled meetings.
 - d. An agreement that the organization will send notice to each member of the Assembly District Delegation in which a majority of the members reside. Said notice shall be given to the Chair of This Committee and the chair(s) of the Organization Committee if such organization does not have a majority of its membership in one Assembly District.
3. Except as otherwise provided herein below, all organizations that are comprised of members who are registered Democrats, or persons ineligible to register as Democrats who express an intent to register as a Democrat upon becoming eligible, and where payment of dues by such persons makes them a member (e.g. Democratic Clubs), which fall under the mandatory chartering provisions of Election Code section 20201, and desire to be chartered by This Committee shall make application for charter. In addition to those items set forth in Article XIII, Section D.1, and subsections a, c, and d of Section D.2 above the application shall contain:
- a. The individual signatures, addresses and telephone numbers of not less than twenty (20), or in the case of an organization recognized as an affiliate of the California Young Democrats or College Democrats of America, not less than ten (10), of the organization's members, which have not signed another organization's charter application.
4. All political action committees which fall under the mandatory chartering provisions of Election Code section 20201, and desire to be chartered by This Committee shall make written application for charter. In addition to those items set forth in Article XIII Section D.1 above, the application shall contain:
- a. The names, addresses, and phone numbers of all persons listed on the political action committee's Statement of Organization.
 - b. A charter fee in the sum of \$150.00.
5. This Committee may charter by a sixty percent (60%) vote of those present and voting, one organization using the name Los Angeles County Democratic Central Committee Political Action Committee. Any group of persons desiring to be chartered by This Committee to use the name Los Angeles County Democratic Central Committee Political Action Committee shall make written application for charter. In addition to those items set forth in Article XIII, Section D.1 and 4 above, the application shall contain:
- a. A copy of the Constitution and By-Laws of the organization and, if

1 applicable, the Articles of Incorporation. These documents must indicate
2 that the group having decision-making authority in the organization
3 consists of at least one person from each supervisorial district in this
4 county.

5
6 b. An agreement that the political action committee will not oppose any
7 candidate which This Committee has expressly recommended to its
8 membership by a sixty percent (60%) vote of those present and voting.
9

10 c. An agreement that the political action committee will not support or
11 oppose a proposition, initiative, or recall movement in opposition to a
12 stand which This Committee has expressly recommended to its
13 membership by a sixty (60%) vote of those present and voting.
14

15 6. This Committee, upon recommendation of the Policy Committee, may as of
16 January 1, 2008, adjust the chartering fees set forth in this Article XIII, Sections
17 D.2 and/or D.4. Such adjustments shall be made no more frequently than once
18 per calendar year. In addition, the Policy Committee shall, by no later than
19 March 31, 2007, establish uniform late application fees/penalties for
20 organizations filing their application for a charter in an untimely manner.
21 Thereafter, the Policy Committee may, in its discretion, modify the late
22 application fee/penalty; provided that no such modification may take effect until
23 the calendar year immediately following the calendar year in which the
24 modification was adopted.
25

26 **ARTICLE XV. AMENDMENTS**
27

28 Proposed amendments to the Constitution and By-Laws must be submitted in writing at
29 a regular meeting of This Committee, presented thereat, and at the next regular meeting
30 may be adopted by two-thirds (2/3) affirmative vote of those members present and
31 voting, a quorum being present. A notice in writing shall be mailed at least seven days
32 prior to the meeting at which the vote will be taken to all members of This Committee.