

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

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**LOS ANGELES COUNTY DEMOCRATIC CENTRAL COMMITTEE
CONSTITUTION AND BY-LAWS**

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ARTICLE I. DEFINITION

Section A. NAME

The name of this organization shall be the LOS ANGELES COUNTY DEMOCRATIC CENTRAL COMMITTEE (LACDCC). It shall be referred to herein as This Committee.

Section B. CONTINUITY

This Committee is, and shall function as, a continuing body. To that end, upon the election of new officers or appointment of new chairs, of their removal from office, resignation or protracted illness, the Chair shall appoint two (2) officers or chairs of This Committee, whose responsibility shall be to ensure the safe and intact transfer of all records, correspondence, files, books, financial records and documents as they pertain to This Committee to the newly elected or appointed officers or chairs to ensure the continued operation and function of said office and/or committee.

Section C. PURPOSES

1. To serve as the official governing body of the Democratic Party in the County of Los Angeles in cooperation with the State and National Committees.
2. To conduct the Democratic Party campaign in the County of Los Angeles under the general direction of the State Central Committee.
3. To build party organization on district, regional, and county levels to register voters as Democrats and turn out Democratic voters.
4. To encourage the fullest possible participation of all Democratic voters.
5. To develop party policies and positions and to communicate them to the public and to all officeholders.
6. To provide a forum for the study and discussion of public issues.
7. To conduct a public relations program for the Democratic Party throughout Los Angeles County and to represent the Democratic Party within the county.
8. To interview, develop and endorse Democratic candidates for public office.

- 1 9. To nominate a qualified Democrat to fill any vacancy occurring in a party nominee
2 position within this county where applicable law so allows.
3
- 4 10. To charter Democratic organizations within Los Angeles County.
5
- 6 11. To ensure, as far as possible, the election of the Democratic Party Nominees for
7 President and Vice-President of the United States and candidates endorsed by the
8 National, State or applicable County Democratic Party.
9
- 10 12. To perform such other duties and services as will benefit the Democratic Party.
11

12 **Section D. DEMOCRATIC VOTERS**

13
14 As used in these Constitution and By-Laws, the terms “Democrat,” “Democratic voter” and
15 “registered Democrat” refer to a voter who has indicated a preference for the Democratic
16 Party on her/his voter registration form.
17

18 **Section E. HIGHEST FINISHING DEMOCRAT**

19
20 As used in these Constitution and By-Laws, the term “Highest Finishing Democrat” refers
21 to the registered Democrat who receives the most votes in the most recent general
22 election for the offices of United States Senate, United States House of Representatives, a
23 California state constitutional office, the California State Senate or the California
24 Assembly. In the event fewer than two (2) registered Democrats appear on the ballot in
25 the most recent general election for one (1) of these offices, the “Highest Finishing
26 Democrat” shall be the Democrat who received the most votes in the primary election for
27 the most recent general election for that office.
28

29 **ARTICLE II. MEMBERSHIP**

30
31 **Section A. TYPES OF MEMBERS**

32
33 There are five (5) types of members of This Committee: Elected Members, Appointed
34 Members, Ex-Officio Members (all of which are classified as "Regular Members"),
35 Alternate Members, and Associate Members. Their rights and duties are as specified
36 within.
37

38 **1. Elected Members**

- 39
40 a. In accordance with Section 7203 of the Election Code each Assembly
41 District contained wholly or partially within Los Angeles County shall be
42 entitled to be represented by seven (7) members residing in and elected
43 from that portion of the Assembly District contained within Los Angeles
44 County.
45

1 b. In accordance with Section 7205 of the Election Code This Committee may
2 provide for the division of some or all of its constituent Assembly Districts
3 into divisions. A resident of each division will be elected to represent that
4 division, but will be elected at-large from the Assembly District. Upon
5 petition by a majority of the Regular Members of an Assembly District
6 Delegation This Committee will authorize that District to be divided into
7 seven (7) equally populated divisions effective at the next election of
8 members of This Committee (subject to the deadline imposed by the
9 County Registrar of Voters). Upon petition to This Committee by a majority
10 of the Regular Members of an Assembly District divided into divisions, that
11 District will no longer be so divided.

12
13 2. **Appointed Members**

- 14
15 a. A registered Democrat residing in an Assembly District may be appointed by
16 This Committee to fill a vacancy occurring in that Assembly District.
17
18 b. This Committee may appoint only a person who has been recommended by
19 the Delegation of that District, except that if the Delegation fails to make a
20 recommendation within three (3) months of the occurrence of the vacancy,
21 This Committee may appoint any registered Democrat residing in the
22 District who is recommended by the Policy Committee.
23
24 c. Appointed members shall be entitled to the same rights and privileges as
25 Elected Members of This Committee except that they must use the
26 designation "Appointed Incumbent" rather than "Incumbent" upon seeking
27 election to This Committee.
28

29 3. **Ex-Officio Members**

- 30
31 a. Ex-Officio Members of This Committee shall be the following, if registered to
32 vote in Los Angeles County:
33
34 (i) Incumbent office holders of the following offices who are registered
35 to vote as Democrats: United States Senate, United States House of
36 Representatives, a California state constitutional office, the
37 California Assembly or the California State Senate; the Los Angeles
38 County Sheriff, the Los Angeles County District Attorney, the Los
39 Angeles County Assessor, or a member of the Los Angeles County
40 Board of Supervisors;
41
42 (ii) The most recent Highest Finishing Democrat for the following
43 offices: United States Senate, United States House of
44 Representatives, a California state constitutional office, the
45 California Assembly or the California State Senate;

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- (iii) Statewide Chairs or Presidents of official or chartered statewide Democratic Party Organizations; and Statewide Special Group Caucuses;
 - (iv) Members of the Democratic National Committee;
 - (v) State Officers of the California Democratic Party;
 - (vi) Assembly District Representatives to the Executive Board of the California Democratic Party;
 - (vii) The Chair of This Committee at the expiration of the immediately preceding term of office for Elected Members of This Committee;
 - (viii) The Treasurer of This Committee, appointed under Article VI.A; and,
 - (viii) The Legal Counsel of This Committee, appointed under Article VI. B.
- b. Incumbent office holders of, and the Highest Finishing Democrat for the offices of, 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. The term of office of Ex-Officio Members whose membership in This Committee is based on their status as the Highest Finishing Democrat shall be as follows:
- (i) The Highest Finishing Democrat serves on This Committee until the end of the term of office of the office for which that member was a candidate or, in the case of an office in which the officeholder's term is cut short (by, for example, death or resignation of the officeholder), until the seating of a successor. So, for example, the Highest Finishing Democrat in a State Senate race held in 2014 remains seated until December 2018 unless the current officeholder's term is cut short for some reason.
 - (ii) (A) If fewer than two (2) Democrats advance to the general election ballot, the "Highest Finishing Democrat" is the Democrat who received the most votes in the primary election and shall be seated when the primary election results are certified.

1 (B) If two (2) Democrats advance to the general election ballot, no
2 one is the "Highest Finishing Democrat" after the primary election;
3 and, therefore, the Democrat who receives the most votes in the
4 general election achieves membership as a result of incumbency
5 rather than as the "Highest Finishing Democrat."
6

7 d. Ex-Officio Members shall be entitled to the same rights and privileges as
8 Elected Members of This Committee except that they may not use the
9 designation of "Incumbent" upon seeking election to This Committee.
10

11 **4. Regular Members**

12
13 a. A Regular Member is any Elected, Appointed or Ex-Officio Member of This
14 Committee.
15

16 b. Any Regular Member who wishes to exercise membership rights including
17 the right to appoint an Alternate Member must meet the dues requirement
18 of This Committee.
19

20 c. A Regular Member is a member of the Assembly District Delegation and
21 Region for the Assembly District in which she/he resides.
22

23 **5. Alternate Members**

24
25 a. Any Regular Member in good standing may appoint an Alternate Member,
26 subject to the approval of This Committee, who shall serve at the member's
27 pleasure, upon presentation of written authorization to the Chair of the
28 Credentials Committee. Except at the Organizational Meeting, such
29 appointment shall not be submitted to This Committee for approval unless
30 the Chair of the Credentials Committee has been notified of the
31 appointment at least fifteen (15) days prior to the meeting at which the
32 appointment is to be announced.
33

34 b. An Alternate Member for an Elected or Appointed Member must reside in
35 the same Assembly District. An Alternate Member for an Ex-Officio Member
36 must reside in that political subdivision of Los Angeles County which the
37 Appointing Member was elected to represent or for which the Appointing
38 Member was the Highest Finishing Democrat.
39

40 c. An Alternate Member shall meet the same dues requirement of This
41 Committee as a Regular Member.
42
43
44
45

- 1 d. An Alternate Member has right of voice and motion at meetings of This
2 Committee even if the Appointing Member is present but may vote only in
3 the absence of that member. An Alternate Member may serve on a
4 standing or special committee with a Regular Member; may serve as a
5 representative of This Committee to the State Committee or its Executive
6 Board, provided all Regular Members who are candidates for
7 representative are first given the opportunity to be elected; but may not be
8 elected or appointed to serve as an officer of This Committee.
9
- 10 e. An Alternate Member shall be considered a member of the Assembly
11 District Delegation and Region for the Assembly District and Region in
12 which the Appointing Member resides except where an Alternate Member
13 is a voting alternate for the Highest Finishing Democrat or a Democratic
14 officeholder whose District extends into Los Angeles County but who is not
15 himself/herself registered to vote in Los Angeles County. In the case of such
16 an exception, the voting Alternate Member shall be considered a member
17 of the Assembly District Delegation and Region in which the voting
18 Alternate Member is registered to vote.
19

20 **6. Associate Members**

- 21
- 22 a. (i) An Associate Member shall have the right to voice, but not to make
23 motions or vote, on matters before This Committee.
24
- 25 (ii) In addition, Associate Members shall have the right to be appointed
26 to a special or Standing Committee, except for any committee which
27 authorizes the expenditure of campaign funds, which determines
28 campaign strategy or execution or which recommends
29 endorsements. Associate Members shall have full rights when
30 serving in such a capacity, except they shall not serve as chairs or co-
31 chairs of Standing Committees.
32
- 33 b. An Associate Member shall meet the same dues requirement of This
34 Committee as an Alternate Member.
35
- 36 c. (i) Each club chartered by This Committee shall have the right to
37 designate one (1) of the club's members as an Associate Member.
38 This designation may be revoked upon written notice by the club to
39 This Committee.
40
- 41 (ii) In addition, the Chair of This Committee shall have the right to
42 nominate Associate Members who, in the Chair's opinion, possess
43 qualifications or skills that would assist in meeting the objectives of
44 This Committee.
45

1 (iii) Upon verification of the Democratic Party voter registration of the
2 designee or nominee and that the designee or nominee has not
3 been removed from membership in This Committee during the
4 current term, The Policy Committee shall ratify or reject the
5 designee or nominee.
6

7 (iv) Upon ratification and payment of dues, the individual will become
8 an Associate Member as of the next meeting of This Committee at
9 least fifteen (15) days after ratification. The Associate Member's
10 term will expire at the end of the term.
11

12 d. Upon ratification, the Chair of This Committee may appoint Associate
13 Members to a special or Standing Committee of This Committee.
14

15 e. On no committee of This Committee, including any special committees,
16 shall more than twenty percent (20%) of its membership be Associate
17 Members of This Committee.
18

19 f. Associate Members shall be considered nonvoting members of the
20 Assembly District in which they reside, but shall not be considered
21 members of that Delegation for purposes of allocation of Standing
22 Committee assignments under Article VII.B.3.
23

24 **Section B. SEATING OF MEMBERS**
25

26 1. Elected Members of This Committee shall be seated on the second Monday in July
27 following the primary election in which members of This Committee are elected.
28 The meeting at which such seating takes place shall be known as the
29 "Organizational Meeting of This Committee."
30

31 2. a. Appointed Members shall be seated immediately upon appointment by
32 This Committee.
33

34 b. Ex-Officio Members whose ex officio status derives from their status as
35 incumbent public officeholders shall be seated upon taking the public
36 office.
37

38 c. Ex-Officio Members by virtue of their status as the "Highest Finishing
39 Democrat" shall take office as of the date of certification of the primary
40 election.
41

42 d. Ex-Officio Members by virtue of their status as members of the Democratic
43 National Committee, Statewide Officers and Regional Directors of the
44 California Democratic Party, and California Democratic Party Executive
45 Board members elected at Assembly District election meetings shall be
seated when they take their Party office.

- e. Ex-Officio Members whose ex officio status derives from their chairpersonship/presidency of statewide chartered organizations or California Democratic Party Special Group Caucuses shall be seated when their respective elections become final under the applicable organizational bylaws.
- f. The Treasurer of This Committee and the Legal Counsel of This Committee shall be seated at the time they assume office.
- g. Alternate Members shall be seated immediately upon approval by This Committee.

14 **Section C. TERMINATION OF MEMBERSHIP**

16 **1. Voluntary Termination**

- a. A member may tender his or her resignation only in writing.
- b. No member may cast more than one vote. Consistent with this principle, any Elected, Appointed or Alternate Member of This Committee who is an Ex-Officio Member of This Committee shall, as of the thirtieth day after being seated as an Ex-Officio Member, be deemed to have tendered a resignation in writing from the membership status other than ex officio status. A member may retain her/his status as a member by virtue of election or appointment, as well as his/her status as an ex officio, if he/she notifies the Chair in writing, during the thirty-day period after being seated, of his/her desire to retain membership by virtue of more than one membership status. The Credentials Committee shall include, in its next report to This Committee, the names of any members who opt to retain membership by virtue of more than one membership status.
- c. It is the policy of This Committee to provide written notice of the provisions of this Article II, C.1 to members who hold membership in This Committee by virtue of more than one membership status, but the failure to do so shall not invalidate any resignation from elected or appointed membership where the member has not timely exercised his/her option to retain more than one membership status.

40 **2. Termination for Lack of Attendance**

- a. For purposes of this Article II.C.2 (Termination for Lack of Attendance), a member who attends a meeting of This Committee or has his/her alternate attend in his/her place shall be counted as present, not absent.

- 1 b. The absence of an Elected or Appointed Member from three (3) regular
2 meetings of This Committee within a term year (July to June) shall
3 automatically terminate the membership of that member.
4
5 c. It is the duty of all members to attend all meetings of This Committee and
6 any Standing Committees to which they are appointed and to assure that
7 their attendance at all such meetings is recorded.
8
9 d. A notice shall be sent to an Elected or Appointed Member after his/her
10 second absence in a term year warning of the automatic termination of that
11 member's membership if the member fails to attend a third meeting in that
12 term year.

13
14
15 **3. Termination for Failure to Pay Dues**

- 16
17 a. The Controller shall certify to the Chair of the Credentials Committee the
18 fact of nonpayment of dues of any Elected or Appointed Member within
19 sixty (60) days of the date on which the dues were payable.
20
21 b. A notice shall be sent via Certified Mail stating the amount owing and
22 stating that if the amount is not paid within ten (10) days of receipt of the
23 notice the membership is automatically terminated.
24
25 c. Unless the dues set forth in the notice are paid within the ten (10) days, the
26 member's membership will be automatically terminated, the member will
27 be notified in writing and the termination will be announced at the next
28 regular meeting of This Committee.

29
30 **4. Termination for Additional Grounds**

- 31
32 a. The additional grounds for termination of membership are as follows:
33
34 (i) A member supports a non-Democratic candidate for public office;
35
36 (ii) An elected official or Appointed Member moves out of the Assembly
37 District;
38
39 (iii) Death or mental incapacity;
40
41 (iv) A member ceases to be a registered Democrat in Los Angeles
42 County;
43
44 (v) A member commits This Committee to unauthorized expenditures;
45

- 1 (vi) Knowing membership in an organization which should under
2 California Election Code, Sec. 20201 and/or Article XV of these
3 Constitution and By-Laws, be chartered, but does not have such a
4 charter and does not have an application for charter pending;
5
- 6 (vii) A member's financial obligation to This Committee (other than dues)
7 are more than thirty (30) days past due from the date written notice
8 of failure to meet such obligation has been given by the Controller
9 of This Committee to said member. A member may, to avoid
10 removal, bring any such obligation current at any time prior to
11 actual removal. An administrative fee to cover costs of processing,
12 not to exceed Five Dollars (\$5.00) plus any bank charges, may be
13 assessed in addition to the actual obligation.
14
- 15 b. Except in the case of death or mental incapacity the Policy Committee shall
16 not declare the termination of a membership under one (1) of these
17 additional grounds until the member has been notified by Certified Mail
18 that she/he has the right to appear before the Policy Committee to negate
19 the charges.
20
- 21 c. Termination of membership under Article II.C.4.a.(vi) above shall only be
22 declared upon recommendation of the Credentials Committee and a sixty
23 percent (60%) vote of This Committee's members present and voting,
24 provided, however, that the member is first:
25
- 26 (i) Informed by Certified Mail that he/she is a member of such an
27 organization; and,
28
- 29 (ii) Given thirty (30) days to resign said membership, or the
30 organization in question applies for charter within said thirty (30)
31 days; and,
32
- 33 (iii) Accorded the due process rights of written notice of the charges
34 against him/her, right of response before both the Credentials
35 Committee and This Committee, and is given the right to
36 representation by counsel.
37
- 38 d. If the organization in question applies for a charter within the thirty (30)
39 day time period after the member is notified as provided above,
40 termination of membership under Article II.C.4.a.(vi) above shall only be
41 recommended and declared if:
42
- 43 (i) The charter application is denied; and,
44
45

- 1 (ii) The member is informed by Certified Mail of said denial of charter
2 application; and,
3
4 (iii) The member does not resign his/her membership in the
5 organization in question within thirty (30) days of receipt of said
6 notice of denial and notify This Committee of same; and,
7
8 (iv) The due process rights referred to herein above have been accorded
9 the member; and,
10
11 (v) The Credentials Committee recommends termination; and,
12
13 (vi) This Committee, by sixty percent (60%) vote of those persons
14 present and voting, votes to terminate the member's membership.
15
16 e. Declaration of the termination of membership may only be overruled at the
17 next meeting of This Committee. Upon such overruling, all acts pursuant to
18 the acceptance of the declaration shall be voided.
19

20 **Section D. FILLING OF VACANCIES**

- 21
22 1. Upon termination of the membership of any member, This Committee may
23 appoint, at any meeting by affirmative vote of the majority of the members voting,
24 as a member to fill that vacancy, any registered Democrat from Assembly Districts
25 from which the member whose membership was terminated was elected or
26 appointed.
27
28 2. Upon the failure to elect from any Assembly District members sufficient in number
29 to equal those provided in California Election Code, Section 7203, or ineligible to be
30 members, This Committee may appoint at any meeting by affirmative vote of the
31 majority of the members present and voting, as members any registered Democrat
32 from that District, so that District's representation equals the number provided for
33 in the Election Code.
34
35 3. This Committee may not appoint as a member from an Assembly District one who
36 has not been recommended by the Delegation of the District for such
37 appointment; provided that upon the failure of that Delegation to so recommend a
38 person during the three (3) months following the occurrence of the vacancy to be
39 filled, This Committee may appoint any registered Democrat who has been
40 recommended by the Policy Committee for such appointment.
41
42 4. Despite the above, once new members have been elected in the direct primary
43 election, any vacancy shall be filled automatically by the top vote getting member-
44 elect residing in the District not already a Regular Member of This Committee.
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1 **ARTICLE III. DUES**

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3 **Section A. PAYMENT OF DUES**

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1. The dues of This Committee shall be established by the Policy Committee and any change in the dues must be announced to the members of This Committee not less than thirty (30) days prior to the date each year on which dues are due and payable. Dues for Elected and Ex-Officio Members shall be payable at the Organizational Meeting and in the same month of the following year.

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2. Dues for Appointed and Alternate Members are payable upon appointment.

13 **Section B. DEFERRAL OR WAIVER OF DUES**

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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.

19 **ARTICLE IV. OFFICERS**

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21 **Section A. OFFICERS OF THIS COMMITTEE**

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1. The officers of This Committee shall be a Chair, Vice-Chair (Other than Self-Identified Female), Vice-Chair (Self-Identified Female), Recording Secretary, Corresponding Secretary, Controller, Parliamentarian, the Immediate Past Chair, and one (1) 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 a principal 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.

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2. Only Regular Members in good standing of This Committee are eligible to be officers of this Committee.

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3. The following officers of This Committee shall be elected: a Chair, Vice-Chair (Other than Self-Identified Female), Vice-Chair (Self-Identified Female), Recording Secretary, Corresponding Secretary, Controller, and one (1) Vice-Chair from each Region. The following officers shall not be elected: Immediate Past Chair, who serves by virtue of his/her status as such, and the Parliamentarian, who shall be appointed by the Chair of This Committee.

1 **Section B. DUTIES OF OFFICERS**

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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. She/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 at 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, Legal Counsel, a Treasurer, and a Sergeant-at-Arms.
- c. Appointments to the offices described in Article IV.B.1.b., above, shall be subject to confirmation by the Policy Committee. Upon signed, written petition from two (2) 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.

2. **Vice-Chair (Other than Self-Identified Female) and Vice-Chair (Self-Identified Female)**

- a. The Vice-Chair (Other than Self-Identified Female) and Vice-Chair (Self-Identified 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.

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- 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 in elsewhere in these Constitution and By-Laws.
 - 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.
 - b. The Corresponding Secretary shall send out notices and minutes of the meetings of This Committee and of the Policy Committee.
 - c. The Corresponding Secretary shall take the roll at meetings of This Committee and of the Policy Committee.
 - d. In the event of a vacancy in the office of Corresponding Secretary, an election shall be held to fill the vacancy at the next meeting for which due notice can be given.
 - e. The Corresponding Secretary shall perform other duties as directed by This Committee, the Policy Committee or the Chair.

1 6. **Controller**

- 2
- 3 a. The Controller shall be responsible for preparing a budget as set forth in
- 4 Article VIII.A. herein below.
- 5
- 6 b. The Controller shall have the right to inspect all financial records upon
- 7 demand.
- 8
- 9 c. The Controller shall present written Financial Summaries comparing year to
- 10 date actual receipts, disbursements and balances with year to date
- 11 budgeted receipts, disbursements, and balances to This Committee on a
- 12 Quarterly basis and to the Policy Committee at each of its regular meetings.
- 13

14 7. **Parliamentarian**

- 15
- 16 a. The Parliamentarian's duties shall be those usually performed by such
- 17 officer and such other duties as the Chair, the Policy Committee, or This
- 18 Committee may assign. The Parliamentarian, shall, at the request of the
- 19 Chair, render an opinion on all questions pertaining to these Constitution
- 20 and By-Laws and the procedures of This Committee when requested.
- 21

22 **ARTICLE V. ELECTIONS AND RECALL**

23

24 **Section A. COUNTYWIDE OFFICERS OF THIS COMMITTEE**

- 25
- 26 1. The Chair, Vice-Chair (Self-Identified Female), Vice Chair (Other than Self-Identified
- 27 Female), Secretaries, and Controller shall be elected at the Organizational Meeting;
- 28 eligible voters shall be all Regular Members of This Committee or in their absence,
- 29 such Regular Member's alternate
- 30
- 31 2. Nominations for these offices shall be accepted at the Organizational Meeting. A
- 32 member may nominate himself/herself. [See Article IV, Section A.2 for officer
- 33 qualifications.]
- 34
- 35 3. In any such election, This Committee's Parliamentarian, unless the Parliamentarian
- 36 is a candidate for an office at issue in the election, shall be the Presiding Officer.
- 37 Where the Parliamentarian is a candidate for an office at issue in the election, the
- 38 most immediate past Chair of This Committee who is not a candidate for office
- 39 shall be the Presiding Officer. Other rules for the election shall be established by
- 40 the Policy Committee, after consultation with the Co-Chairs of the Rules and Legal
- 41 Committee, and subject to approval by This Committee.
- 42
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1 **Section B. REGIONAL VICE-CHAIRS AND REGIONAL SECRETARIES**

- 2
- 3 1. Each Regional Vice-Chair shall be elected within thirty (30) days after the
- 4 Organizational Meeting of This Committee by those members of This Committee
- 5 residing in the Region. A Regional Secretary shall be elected at the same time.
- 6 Regional Vice-Chairs are officers of This Committee and, under Article IV, Section
- 7 A.2, only a Regular Member of This Committee resident in the Region is eligible to
- 8 seek election or serve as a Regional Vice-Chair. In addition, only a Regular Member
- 9 of This Committee is eligible to seek election or serve as a Regional Secretary.
- 10
- 11 2. Should a vacancy occur during the term of a Regional Vice-Chair, the Secretary of
- 12 that Region shall notify all the members of that Region that a meeting will be held
- 13 (within thirty (30) days of the declaration of the vacancy) to fill the vacancy. If the
- 14 Secretary does not send the notice, the Chair may instruct the Corresponding
- 15 Secretary to send the notice. The notice shall be sent no less than five (5) days
- 16 prior to the meeting, which shall be held in the Region or in conjunction with a
- 17 regular meeting of This Committee.
- 18

19 **Section C. OFFICER ELECTION CHALLENGES**

20 Challenges to the election of any officer shall be decided by an Appeals Committee at or

21 during the meeting at which the election occurred, or is to occur, except as set forth

22 below.

23

24 1. Composition of Appeals Committee

25

26 The validity of any challenge concerning the officer election process shall be

27 determined by an Appeals Committee consisting of the Presiding Officer,

28 one (1) Credentials Committee Co-Chair selected by the Chair of This

29 Committee and one (1) Rules and Legal Committee Co-Chair selected by the

30 Chair of This Committee. Although inclusion of a designated Co-Chair's

31 name on the notice shall not limit the ability of the other Co-Chair to serve

32 in the event of unavailability of the designee, the names of the Co-Chairs of

33 the Credentials and Rules and Legal Committee designated by the Chair of

34 This Committee to serve on the Appeals Committee shall be included in the

35 election notice.

36

37 2. Authority of Appeals Committee

38

39 a. The Appeals Committee shall have authority to resolve the challenge and

40 to order such remedy as may be just and equitable. Remedies may include,

41 but are not limited to, disqualifying a challenged ballot, directing that a

42 challenged ballot be counted, or directing that the election or any part

43 thereof be reconducted. The decision of the Appeals Committee shall be

44 final.

45

1 b. Except as otherwise set forth in this Article V. Section A.4.b, a challenge
2 must be filed at the meeting at which the election occurred or is to occur. In
3 the event a challenge is filed after the meeting in which the election has
4 occurred, the Appeals Committee may determine that compelling unusual
5 circumstances exist and vote to hear the challenge notwithstanding the fact
6 it was filed after the close of the meeting, but only if the untimely challenge
7 was filed no later than fourteen (14) days before the next regularly
8 scheduled meeting of This Committee. In the event such a post-election
9 appeal is sustained by unanimous vote of the Appeals Committee, the
10 Appeals Committee may order the election re-run and establish the rules
11 and procedures for the re-running thereof; provided that the person
12 selected in the challenged election shall continue to serve until the election
13 has been re-run.
14

15 **Section D. ASSEMBLY DISTRICT DELEGATION OFFICERS**
16

- 17 1. Each Assembly District Delegation shall elect a Chair and a Vice-Chair at the
18 Organizational Meeting of This Committee or the Delegation's first regular meeting
19 after the Organizational Meeting. Only a Regular or Alternate Member of This
20 Committee resident in the Assembly District is eligible to seek election or serve as a
21 Delegation Chair or a Delegation Vice-Chair.
22
- 23 2. In the absence of the Delegation Chair from any duly called Delegation meeting, or
24 in the event of a vacancy, the Vice-Chair shall perform the duties and have the
25 powers of the Delegation Chair during the course of the meeting or until the
26 vacancy is filled, as applicable. The Vice-Chair shall be responsible for the taking of
27 minutes at any Delegation meeting.
28
- 29 4. a. Should a vacancy occur in the office of Delegation Chair during the term of the
30 Delegation Chair, the Vice-Chair of that Delegation shall notify all the members of
31 that Delegation that a meeting will be held (within thirty (30) days of the
32 declaration of the vacancy) to fill the vacancy.
33
- 34 b. Should a vacancy occur in the office of Delegation Vice-Chair during the term of
35 the Delegation Vice-Chair, the Delegation Chair shall notify all members of that
36 Delegation that a meeting will be held (within thirty (30) days of the declaration of
37 the vacancy) to fill the vacancy.
38
- 39 c. If the applicable Delegation officer (Chair or Vice-Chair) does not send the notice,
40 the Chair of This Committee may cause notice to be given to the Delegation.
41
- 42 d. The notice shall be sent no less than five (5) days prior to the meeting to fill the
43 vacancy, which shall be in the district or in conjunction with a regular meeting of
44 This Committee
45

1 **Section E. REPRESENTATIVES TO STATE COMMITTEE**

- 2
- 3 1. The regular membership of each Assembly District Delegation shall automatically
- 4 be elected as This Committee's representative to the State Committee provided
- 5 written intent to serve has been filed with This Committee. Any representatives
- 6 apportioned to This Committee which are not so elected shall be elected at-large. The
- 7 at-large Delegates shall be used to balance the Delegation as equally as possible
- 8 between self-identified females and persons other than self-identified females.
- 9 Alternate Members shall only be eligible for election provided there are not sufficient
- 10 numbers of Regular Members, who choose to stand for election, to fill the Delegation.
- 11 Within these parameters, the at-large candidates for representative receiving the most
- 12 votes within their respective gender category shall be deemed elected. These
- 13 representatives shall serve until their successors are elected, provided they remain
- 14 members of This Committee.
- 15
- 16 2. In the event there are insufficient candidates who have been selected to serve as
- 17 representatives to the State Committee in time for This Committee to fill its allotted
- 18 number of representatives to the State Committee by the State Committee's deadline
- 19 for submission of representatives' names, the Policy Committee of This Committee or,
- 20 at the Policy Committee's discretion, the Chair of This Committee shall be entitled to
- 21 fill the remaining slots by appointment. Representatives to the Executive Board of the
- 22 State Committee shall be elected pursuant to the Rules adopted by This Committee
- 23 consistent with the Constitution and By-Laws of the State Committee and This
- 24 Committee. Except as otherwise provided in this Article V. Section D, vacancies shall
- 25 be filled by election, due notice having been given.
- 26

27 **Section F. RECALL OF OFFICERS**

- 28
- 29 1. Any officer of This Committee may be recalled by affirmative vote of two-thirds
- 30 (2/3) of the eligible members present and voting provided that:
- 31
- 32 a. The officer's recall has been requested by the Policy Committee or by
- 33 written petition signed by thirty (30) Regular Members and containing the
- 34 alleged grounds for recall;
- 35 b. Written notice has been sent at least ten (10) days prior to the regular
- 36 meeting stating the alleged grounds to each member;
- 37
- 38 c. The officer is allowed thirty (30) minutes during which the officer and/or
- 39 any persons selected by the officer shall be allowed to address this
- 40 committee immediately before the vote.
- 41
- 42 2. The method in this Section shall be in addition to any method provided by a Region
- 43 for recall of its Regional Vice-Chair.
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1 **ARTICLE VI. TREASURER AND LEGAL COUNSEL**

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Section A. TREASURER

1. A Treasurer may be appointed by the Chair of This Committee, subject to approval of the Policy Committee. The Treasurer may be an existing member of the Policy Committee, an employee of This Committee or an outside vendor. The principal duty of the Treasurer is to prepare and execute the statements required to be filed under the political campaign finance laws to which This Committee is subject. It is also a duty of the Treasurer to assure that a competent bookkeeper utilizing a system with an appropriate division of duties (which, at a minimum, shall meet the safe-harbor requirements promulgated by applicable governmental authorities) maintains the books of This Committee.
2. Notwithstanding any other provision of these Constitution and By-Laws, subject to the approval of the Policy Committee, the Treasurer may be compensated by This Committee, either as an employee or as independent contractor.
3. This Committee may enter into an indemnification agreement with the Treasurer. Any such agreement must be ratified by a vote of two-thirds (2/3) of This Committee of those present and voting, a quorum being present.
4. The Treasurer may be assisted by employee(s) or outside vendor(s) of This Committee expert in campaign finance laws to which This Committee is subject, and employee(s) or outside vendor(s), which may be the same or different from the campaign finance expert, to keep the books of This Committee.

Section B. LEGAL COUNSEL

1. The Chair of This Committee, subject to approval by the Policy Committee, may hire or retain Legal Counsel, including a general counsel, to provide such legal services as may be required.
2. Notwithstanding any other provision of these Constitution and By-laws, subject to the approval of the Policy Committee, Legal Counsel may be compensated by This Committee either as an employee or as an independent contractor.

1 **ARTICLE VII. COMMITTEES**

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3 **Section A. POLICY COMMITTEE**

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1. The Policy Committee of This Committee shall be the officers of This Committee, the Co-Chairs of Standing Committees, the Newsletter Editor, the Internet Coordinator, the Fair Booth Coordinator, the Sergeant-at-Arms and the Regional Endorsement Coordinators: a quorum being ten (10) members consisting of at least four (4) County-Wide Officers, three (3) Regional Vice-Chairs, and three (3) other members. For purposes of any Policy Committee meetings during the first sixty (60) calendar days after the Organizational Meeting of This Committee, a quorum of the Policy Committee shall consist of a majority of the County-Wide Officers and Regional Vice-Chairs who, at the time of the meeting, are current members of This Committee. While both shall have the right to speak, neither the Treasurer, nor the Legal Counsel, shall have a vote on the Policy Committee, nor count towards a quorum.
2. The Policy Committee shall be charged with general oversight of the operations of This Committee, including the review and approval of contracts, the hiring and termination of staff, and the resolution of complaints against officers, members, and employees of This Committee, as well as organizations chartered by This Committee.
3. The Policy Committee shall be responsible for formulating, and overseeing the implementation of, the general policy of This Committee. The Policy Committee may exercise any of the powers of This Committee on an emergency basis if it finds such action to be essential to maintenance of This Committee's operations and programs. Any emergency action requires an affirmative vote of not less than sixty percent (60%) of those members present and voting at a meeting with a quorum. The exercise of emergency powers is to be rare and reserved to situations where immediate action is genuinely essential. Nothing in this Section A.3 shall in any way authorize any deviation from the process for the endorsement of candidates or ballot measures set forth elsewhere in these Constitution and By-Laws. Any emergency action undertaken under the authority of this Section A.3 shall be reported at the next meeting of This Committee.
4. Any member of the Policy Committee (except for the Chair of This Committee or any member who is also a member of the Audit Committee) is eligible to serve as Treasurer of This Committee.

1 **Section B. OTHER STANDING COMMITTEES**

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1. The following Standing Committees shall be established:

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	

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2. The Chair of This Committee shall appoint two (2) Co-Chairs of each Standing Committee with the consent of the Policy Committee, within sixty (60) days after the second Monday in July following each statewide primary election. One (1) Co-Chair of each Standing Committee may be an Alternate Member. Additionally, the Chair of This Committee shall appoint at least one (1) additional member to each Committee, which, along with the Committee Co-Chairs shall constitute the initial membership of each Standing Committee. These initial members shall serve until their successors are appointed. The Chair of This Committee shall consider geographic diversity when appointing Co-Chairs of Standing Committees. A separate process for appointments to the Budget, Finance and Audit Committees are described in Article VII.B.4 and Article VII.D.1.

3. Each Regional Vice-Chair shall appoint members of his/her Region to the following Standing Committees within sixty (60) days second Monday in July following each statewide primary election:

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

1

1 Any Regular or Alternate Members who wish to serve on a Standing Committee
2 who have not been so appointed may be appointed by the Chair of This
3 Committee.
4

5 The Chair of This Committee may appoint additional members to Endorsement
6 Recommendation Committees, except for Assembly District Delegations, to
7 insure geographic or other diversity when considering a particular race(s).
8

9 4. The Budget and Finance Committees of This Committee shall each be composed
10 of five (5) members of This Committee appointed by the Policy Committee.
11

12 5. The Chair of This Committee may, with the consent of the Policy Committee,
13 appoint members of the Chair's Advisory Committee to any Standing Committee
14 as non-voting member.
15

16 **Section C. NOTICE AND RULES**
17

18 1. The Chair of This Committee may remove the Chair or any member of a Standing
19 Committee. A Standing Committee member who misses two (2) consecutive
20 meetings is considered to have resigned.
21

22 2. Each Standing Committee shall meet at the call of its Chair upon seven (7) days
23 written notice unless such Committee meets on a regular basis at a
24 predetermined time and place.
25

26 3. a. Each Standing Committee shall have such powers and duties as are implicit in
27 its title and as assigned by these Constitution and By-Laws, the Chair, This
28 Committee or the Policy Committee.
29

30 b. Except as otherwise provided in this Constitution and Bylaws, matters within
31 the exclusive jurisdiction of a Standing Committee are to come for a vote of This
32 Committee only upon a report of the Standing Committee.
33

34 4. Each Standing Committee shall adopt such rules as are necessary for its own
35 operation not inconsistent with these Constitution and By-Laws; provided that
36 no such rule may impair the voting rights of any person duly appointed to such
37 Standing Committee beyond any restrictions specifically set forth in these
38 Constitution and By-Laws.
39

40 5. Chairs of Standing Committees may, at their discretion, form subcommittees of
41 their Standing Committees the recommendations of which may be reported
42 directly to This Committee; provided, however, that any such subcommittees
43 shall have not less than three (3) members and appointments thereto shall be
44 made with due consideration for the principles of fairness and inclusion to which
45 the Democratic Party is committed.

- 1 6. A quorum for Standing Committees shall be a majority of the filled positions with
2 a maximum quorum requirement of one (1) Co-Chair and four (4) members,
3 except with regard to Endorsement Recommendation Committees, which shall
4 be as specified in Article XI.A.11.
5

6 **Section D. AUDIT COMMITTEE**
7

- 8 1. The Audit Committee shall consist of three (3) members appointed by the Policy
9 Committee and approved by This Committee at the regular meeting following
10 the Organizational Meeting. Members of the Audit Committee may not serve as
11 Treasurer.
12
13 2. The members of the Audit Committee shall select the chair from among its
14 members and so notify the Recording Secretary.
15
16 3. The members of the Audit Committee can be recalled in the same manner as an
17 officer of This Committee.
18
19 4. The Audit Committee shall audit the financial records of This Committee at least
20 once a year at a time determined by the Audit Committee. The chair of the
21 Audit Committee shall report the results of the audit at the next meeting of This
22 Committee.
23
24 5. The Audit Committee may inspect the financial records and reports of This
25 Committee or any subordinated body at any time. It is an affirmative duty of the
26 Audit Committee to assure that the Treasurer has arranged for a bookkeeper
27 utilizing a system with an appropriate division of duties (which, at a minimum,
28 shall meet the safe-harbor requirements promulgated by applicable
29 governmental authorities) to maintain the books of This Committee.
30
31 6. The chair of the Audit Committee shall serve as member of the Policy
32 Committee.
33

34 **Section E. CHAIR'S ADVISORY COMMITTEE**
35

36 The Chair of This Committee may appoint non-member Democrats residing in Los
37 Angeles County to the Chair's Advisory Committee, which shall advise the Chair on
38 request.
39

40 **Section F. REMOVAL OF MEMBERS FROM POLICY COMMITTEE**
41

- 42 1. Notwithstanding any other provision of these Constitution and By-Laws, any
43 member of the Policy Committee who misses three (3) of any four (4)
44 consecutive properly noticed meetings of the Policy Committee is automatically
45 removed from the Policy Committee.

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- 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 (10) days before the next regularly scheduled meeting of This Committee. At that meeting, the appeal will be heard, and shall be decided by a majority vote of the members of the Committee in attendance.
 - b. In the absence of a timely-filed appeal, the Chair will announce the automatic removal of Policy Committee members removed pursuant to this Section during the Chair's report at the next regularly scheduled meeting of This Committee.
2. Removal of a member from the Policy Committee pursuant to this Section shall be deemed to create a vacancy in the position, which shall be filled pursuant to these Constitution and By-Laws.
 3. This Section shall not apply to the Treasurer or to other members of the Policy Committee appointed by the Chair.

Section G. LEGISLATIVE ACTION COMMITTEE

1. Except as set forth in Article VII, Section G.2, the Legislative Action Committee shall have exclusive jurisdiction over recommendations of positions of This Committee on federal, state and local legislation that is not in the form of a ballot measure.
2. Where state legislation has not previously been considered by This Committee during the relevant legislative session and the Chair of This Committee, in consultation with the Co-Chairs of the Legislative Action Committee, has determined that the Legislative Action Committee cannot consider a recommendation on that legislation in a timely manner, a recommendation to support or oppose the legislation may be brought directly to the floor of This Committee by a petition stating the proposed position on the legislation signed by twenty-five (25) Regular Members from at least five (5) Assembly Districts.

1 **Section H. RESOLUTIONS COMMITTEE**

2
3 1. INTRODUCTION

4
5 a. The following shall govern the submission of resolutions:

- 6
7 (i) All resolutions must be typed;
- 8 (ii) Twenty (20) copies of each resolution must be provided to the
9 Chair of the Resolutions Committee at least seven (7) days in
10 advance of the meeting at which it is to be considered;
- 11 (iii) Whereas clauses must be limited to three (3) or less and resolved
12 clauses to two (2) or less;
- 13
14 (iv) All resolutions must contain an "action clause" indicating the
15 action requested;
- 16
17 (v) Resolutions must be no longer than one (1) side of one (1)
18 typewritten page (8-1/2" x 11").

19
20 b. The Resolutions Committee shall:

- 21
22 (i) Consider only those resolutions submitted by a member of This
23 Committee, an Assembly District Delegation, a Region, or by an
24 entity chartered by This Committee.
- 25
26 (ii) Combine similar resolutions by re-writing.
- 27 (iii) Reject resolutions which repeat past positions unless substantially
28 new actions are proposed.
- 29
30 (iv) Consider only those resolutions which by subject matter do not
31 fall within the scope of the Legislative Action, Policy, Ballot
32 Measures, and Rules and Legal Committee(s).

33
34 c. Except upon majority vote, the Resolutions Committee shall not consider any
35 resolutions not in conformity with the foregoing rules.

36
37 d. Except as otherwise provided below a resolution must first be presented to the
38 Resolutions Committee. There shall be at least three (3) copies provided.

39
40 e. For a resolution to be brought up directly on the floor of This Committee it must
41 be signed by twenty-five (25) Regular Members from at least five (5) Assembly
42 Districts.

1 2. **PASSAGE**

- 2
- 3 a. A resolution approved by the Resolutions Committee shall be brought up
- 4 automatically for consideration as part of the Resolutions Committee Report.
- 5
- 6 b. A resolution not approved by the Resolutions Committee must meet the same
- 7 signature requirements as one coming directly to the floor. These resolutions
- 8 shall be considered during presentation of the report of the Resolutions
- 9 Committee.
- 10
- 11 c. No resolution shall be passed except upon sixty percent (60%) affirmative vote.
- 12

13

14 **ARTICLE VIII. BUDGET AND FINANCE**

15

16 **Section A. BUDGET**

17

18 An annual budget shall be proposed by the Controller to the Budget Committee and to

19 the Finance Committee in joint session. The Controller shall timely provide copies of the

20 proposed annual budget to the chairs of all Standing Committees in sufficient time to

21 afford each Standing Committee an opportunity for input into the final proposed

22 budget. The Budget and Finance Committees, in joint session, shall adopt the final

23 proposed budget and propose it to This Committee at the February meeting.

24

25 **Section B. EXPENDITURES**

- 26
- 27 1. All appropriations and bills shall be presented to the Treasurer, who shall pay all
- 28 approved budgeted bills and appropriations without further authorization. The
- 29 Treasurer or the Treasurer's authorized representative or designee shall report
- 30 all such expenditures at the next meeting of This Committee.
- 31
- 32 2. No expenditures shall be made from the general fund except as provided for in
- 33 the budget. Any unbudgeted expenditures must first be referred to the Budget
- 34 Committee for its approval. In exigent circumstances, the Chair and the
- 35 Controller in conjunction with one (1) officer of This Committee elected on a
- 36 county-wide basis by the entire Committee may authorize an unbudgeted
- 37 expenditure without referral to the Budget or any other Committee, provided
- 38 that they have made a specific finding that there are identifiable offsetting
- 39 revenues that have a likelihood of eminent collection.
- 40
- 41 3. The Chair, Treasurer, Vice Chair (Other than Self-Identified Female), and Vice-
- 42 Chair (Self-Identified Female) are hereby authorized to sign checks on any
- 43 account carried in the name of This Committee, provided the expenditure has
- 44 been duly authorized. All checks shall require two (2) signatures. The Treasurer
- 45 or Chair shall be a signatory on every check.

- 1 4. No member of This Committee shall make any financial commitment involving
2 the expenditure of This Committee's funds other than those provided herein
3 unless such person has been so authorized by a motion passed by This
4 Committee specifically authorizing such expenditure or commitment. Violation
5 of this provision shall constitute grounds for termination of the member's
6 membership. Any member of This Committee may file the charges.
7

8 **Section C. RECEIPTS**
9

- 10 1. All funds received either by donation or by sale of tickets or other items in
11 connection with the activities of any Committee of This Committee shall be
12 deposited into the Treasury of This Committee. Such funds shall then be made
13 available to the responsible Committee chair upon request to the Treasurer of
14 This Committee. Any unused funds shall be returned to the general fund upon
15 completion of the Committee's activity.
16

17 **ARTICLE IX. MEETINGS**
18

19 **Section A. REGULAR MEETINGS**
20

- 21 1. This Committee shall meet on the evening of the second Tuesday of each month
22 except the Chair may designate another weekday evening (other than a Friday)
23 or the meeting if the second Tuesday is a legal holiday or if there falls upon the
24 second Tuesday an event that would make holding the meeting inappropriate in
25 the opinion of the Policy Committee. Should a regular meeting be held on any
26 evening other than the second Tuesday of the month, the absence from such a
27 meeting shall not count for purposes of removal from This Committee.
28
- 29 2. This Committee may cancel its next regular meeting provided that notice of such
30 cancellation is sent to all members of This Committee at least seven (7) days
31 before the date of the meeting being canceled and provided that no two (2)
32 consecutive meetings are canceled.
33
- 34 3. The Organizational Meeting of This Committee shall replace the regular meeting
35 of This Committee in July of the year following the election of new members and
36 shall take place on the second Monday of July.
37
- 38 4. The Chair shall schedule meetings at times which provide for the maximum
39 participation of the members.
40
- 41 5. Written notice of all regular meetings of This Committee shall be sent to all
42 members of This Committee at least seven (7) days prior to each meeting. Such
43 notice shall contain time, place and proposed agenda for the meeting. All
44 members of the Policy Committee shall be given notice of all Policy Committee
45

1 meetings in written form, which can be electronic (where the member has
2 consented to electronic notice), or by telephone at least seven (7) days prior to
3 each meeting. By that same deadline, notice of all Policy Committee meetings
4 shall be posted on This Committee's website. All such meeting notices shall
5 contain the time, place and proposed agenda for each meeting.
6

7 **Section B. SPECIAL MEETINGS**
8

- 9 1. The Chair of This Committee may call a special meeting of This Committee on
10 any day that is not a legal holiday. The Chair may call a special meeting of the
11 Policy Committee on any day not a legal holiday.
12
13 2. Any thirty (30) Regular Members representing a majority of Assembly Districts
14 may call a special meeting of This Committee on any day not a legal holiday. The
15 names of those calling the meeting shall be included in the written notice of the
16 meeting.
17
18 3. Only the business specified in the written notice of a special meeting shall be
19 conducted at such meeting.
20
21 4. Written notice of all special meetings of This Committee shall be sent to all
22 members of This Committee at least seven (7) days prior to such meeting.
23 Reasonable advance notice shall be given to all members of the Policy
24 Committee of all special meetings of the Policy Committee in written form,
25 which can be electronic (where the member has consented to electronic notice),
26 or by telephone. In addition, reasonable advance written notice of all special
27 meetings of the Policy Committee meetings shall be posted on This Committee's
28 website. All such meeting notices shall contain the time, place and business to be
29 considered.
30

31 **Section C. EMERGENCY MEETINGS**
32

- 33 1. The Chair may call an emergency meeting of This Committee to determine the
34 nominee of the Party to partisan office in the event of a vacancy described in
35 Article I.C of these Constitution and By-Laws.
36
37 2. As much notice as possible shall be given.
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1 **Section D. PROCEDURES**
2

- 3 1. The proceedings of This Committee, and of the Policy Committee, shall be
4 governed by Robert's Rules of Order, except as otherwise provided herein,
5 applicable rules or By-Laws of the Democratic National Committee or California
6 Democratic Party or the Election Code. Rules of procedure for Standing and
7 special Committees, Regions and Assembly Districts Delegations may be made by
8 those bodies provided they do not conflict with rules set forth in these
9 Constitution and By-Laws, including Article VII.C.4.
10
11 2. A quorum for transaction of business at any meeting of This Committee shall
12 consist of fifty (50) members representing a majority of the Assembly Districts.
13
14 3. Except as otherwise provided herein or in Robert's Rules of Order, all actions
15 taken by This Committee or any subordinate body of This Committee shall be by
16 affirmative vote of a majority of those members eligible to vote who are present
17 and voting, a quorum being present. Abstaining members count as being present
18 for purposes of a quorum, but abstentions do not count for purposes of
19 determining the outcome of a vote. Secret ballots shall not be allowed on any
20 vote. In the event a written ballot is utilized in any proceeding, it shall bear the
21 printed name and signature of the voter, and shall be maintained by This
22 Committee for a period of at least ninety (90) days. In the case of ballots
23 regarding endorsement recommendation(s) or endorsement(s), such ballots
24 shall be maintained for not less than ninety (90) days or until the day after the
25 next regular meeting of This Committee after the election in question, whichever
26 is later.
27
28 4. A member must be present in order to participate in the business of This
29 Committee or any subordinate body of This Committee. No proxy or absentee
30 voting shall be permitted.
31
32 5. All Regular, Alternate and Associate Members of This Committee shall have the
33 right to speak at meetings of This Committee. Only members of the Policy
34 Committee shall have the right to speak at meetings of the Policy Committee
35 except as otherwise authorized by the Policy Committee.
36
37 6. Privilege of the floor may be granted if:
38
39 a. The speaker has been requested to speak by the Chair.
40
41 b. The speaker has been requested to report on the activities of a sub-
42 committee by the chair of that sub-committee.
43
44 c. Time is ceded by someone eligible for the floor.
45

1 **Section E. GENERAL POLICIES**

2
3 The Los Angeles County Democratic Party acknowledges and adopts, as its own, the
4 following General Policies of the National and State Democratic Party:

- 5
6 1. All public meetings at all levels of the Democratic Party shall be open to all
7 members of the Democratic Party without regard to race, color, creed, national
8 origin, sex, age, religion, ethnic identity, sexual orientation, disabilities as defined
9 by the Americans with Disabilities Act of 1990 or economic status.
10
11 2. There shall be no membership requirements tests, or loyalty oaths for This
12 Committee or at any other level of the Democratic Party causing or requiring,
13 either directly or indirectly, prospective or current members of the Democratic
14 Party to acquiesce in, condone or support discrimination on the grounds of race,
15 color, creed, national origin, sex, age, religion, ethnic identity, sexual orientation,
16 disabilities as defined by the Americans with Disabilities Act of 1990 or economic
17 status.
18
19 3. This Committee shall support nondiscriminatory, and the broadest possible,
20 voter registration.
21
22 4. This Committee shall publicize fully and in such a manner as to assure notice to
23 all interested parties a full description of the legal and practical procedures for
24 selection of Democratic Party Officers and representatives on all levels.

25 **Section F. EMAIL NOTICE**

- 26
27 1. This Committee may provide any notice via email if:
28 a. The recipient has consented, in writing, on forms provided by This
29 Committee to receiving notice in this manner;
30 b. The notice is sent to the email address specified when the recipient gave
31 consent, or the most recent email address specified on a subsequent
32 notice of change of address by the recipient;
33 c. The obligation to inform, and procedure for informing, This Committee of
34 any change in email address, has been specified in writing;
35 d. The recipient has received from This Committee an initial email
36 confirmation of their consent to receiving notice via email, and has
37 reconfirmed that consent by means of a return email;
38 e. The recipient agrees, in writing, that This Committee is not responsible
39 should the recipient fail to open, receive, view or read their incoming
40 emails and, therefore, did not receive actual knowledge of the material
41 contained in the email notice in a timely manner;
42 f. The recipient acknowledges in writing that they have been informed, in
43 writing, that their email address will be made public unless they exercise
44 an option to maintain the confidentiality of their address on a form
45 provided by This Committee. The confidentiality from public disclosure

1 does not preclude the dissemination of the recipient’s email address to
2 the staff of This Committee or others with a need to know the member’s
3 email address in order to provide effective notice to the recipient; and

- 4 g. Any email providing notice shall contain;
 - 5 (i) information about how a recipient who has previously consented
6 to email notice can “opt out” of receiving future notices by email;
7 and
 - 8 (ii) information about how to submit a change of email address.

- 9 2. Notice to This Committee of the change of the email address of a person
10 consenting to email notice is to be provided to This Committee in writing.
11 Similarly, to be effective, notice of the revocation of such consent (that is, of a
12 person who has consented to email notice choosing to terminate that consent
13 and opt out of email notice on a going forward basis) shall be provided to This
14 Committee in writing.

15
16 **ARTICLE X. CANDIDATE NOMINATION**

17
18 This Committee, alone or in conjunction with other County Committee or State
19 Committee members, shall nominate candidates to fill vacancies as provided by Section
20 8806 of the Election Code.

21
22 **ARTICLE XI. ENDORSEMENT**

23
24 **Section A. GENERAL PROVISIONS**

25
26 The following general provisions shall govern all endorsement recommendation and
27 endorsement proceedings of This Committee or its Endorsement Recommendation
28 Committees:

29
30 **1. Definition and Jurisdiction of Endorsement Recommendation Committee**

31
32 **a. Jurisdiction**

33
34 The following Committees may be referred to as Endorsement
35 Recommendation Committees and shall have the following jurisdiction:

- 36
37 (i) Assembly District Delegation(s) – The Assembly District Delegation
38 of each Assembly District in which a candidate for a particular
39 race is on the ballot, shall have jurisdiction over Local Races;
40 defined herein as races covering less than four (4) Assembly
41 Districts, excluding Los Angeles County offices, municipal offices
42 of the City of Los Angeles, Los Angeles Unified School District, and
43 Los Angeles Community College District. If more than one (1)
44 Assembly District Delegation has jurisdiction, they shall meet
45 jointly. If more than four (4) Assembly District Delegations would

1 have jurisdictions, the race shall be considered by the Candidate
2 Interview Committee. Meetings shall be held at the call of the
3 Chair of This Committee, or his or her designee;
4

5 (ii) Candidate Interview Committee – The Candidate Interview
6 Committee shall have jurisdiction over all Non-Judicial Races that
7 involve Los Angeles County offices, municipal offices of the City of
8 Los Angeles, Los Angeles Unified School District, and Los Angeles
9 Community College District elections and/or other non-partisan
10 races covering more than four (4) Assembly Districts;

11 (iii) Judicial Interview Committee – The Judicial Interview Committee
12 shall have jurisdiction over all Judicial Races and retention
13 questions; and,
14

15 (iv) Ballot Measure Committee – The Ballot Measure Committee shall
16 have jurisdiction over all measure contests including state and
17 local initiatives, propositions, and referenda, other than recall
18 elections.
19

20 (v) Screening and Early Endorsement Recommendation Committee
21 (SEER Committee) – The SEER Committee shall have jurisdiction
22 over non-partisan races that have been placed into a “Candidate
23 Recruitment Track”, which may allow certain participating
24 candidates to receive early endorsements.
25

26 **2. Percentage Required for Endorsement or Recommendation for Endorsement**
27

28 This Committee may endorse, and Endorsement Recommendation Committees
29 may recommend, by affirmative vote of sixty percent (60%) of those members
30 voting any Democrat who has filed as a candidate for non-partisan office or for
31 partisan office in a special election; blank ballots, void ballots, and abstentions
32 shall not count towards the total. The same sixty percent (60%) requirement
33 shall apply to endorsements in support of, or opposition to, ballot measures.
34

35 **3. Validity of Written Ballot**
36

37 To be valid, a written ballot must include the printed name of the member or
38 alternate casting the ballot and their signature.
39
40
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1 4. **Calculation of Percentages**

2
3 The sixty percent (60%) threshold is calculated by multiplying the number of
4 ballots cast--excluding blank ballots, void ballots, and abstentions--by .6 and if a
5 whole number is not obtained, rounding up to the next whole number.

6
7 *[For example: If one hundred (100) votes are cast, sixty percent (60%) is sixty*
8 *(60) votes; however, if one hundred two (102) votes are cast, multiplication by .6*
9 *results in 61.2, which is rounded up to the next whole number. Accordingly, sixty-*
10 *two (62) votes would be needed to make an endorsement or recommendation of*
11 *endorsement.]*

12
13 5. **Prohibition on Multiple Endorsements**

14
15 This Committee shall not endorse more candidates for an office than the number
16 to be elected for that office.

17
18 6. **Only One Form of Endorsement**

19
20 This Committee shall make no form of endorsement other than an official
21 endorsement as expressly described in these Constitution and By-Laws.

22
23 7. **Prohibition on Supporting or Endorsing Non-Democrats**

24
25 This Committee shall not in any way support or endorse a candidate who is not a
26 registered Democrat.

27
28 8. **Notice of Endorsement Proceedings, Service of Standard Candidate**
29 **Questionnaire & Proof of Service**

30
31 a. Whenever an endorsement procedure is initiated, except as to ballot
32 measures, the Chair of the relevant Endorsement Recommendation
33 Committee, or his/her designee, shall be responsible for sending to all
34 candidates notification in writing of:

- 35
36 (i) The date, time and place of all relevant meetings;
37
38 (ii) Their right to consideration;
39
40 (iii) The requirement that, in order to be considered for endorsement
41 by This Committee, they must be registered Democrats as of the
42 close of filing or the first consideration by an Endorsement
43 Recommendation Committee of their race, whichever is earlier;
44

- (iv) The content of the Standard Candidate Questionnaire adopted by the Policy Committee of This Committee by providing them with a copy of the questionnaire;
- (v) The instructions for return of the completed Standard Candidate Questionnaire; and,
- (vi) The instructions for payment of Administrative Fees.

These requirements do not apply to the Early Endorsement Procedure for races on the Candidate Recruitment Track.

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

9. **Special Notice Provisions for Ballot Measures**

Whenever an endorsement procedure is initiated as to a ballot measure, the Chair of the Ballot Measure Committee or his/her designee, shall be responsible for causing to be posted on This Committee’s public website not less than seven days prior to the first such meeting the date, time and place of all relevant meetings in the endorsement process for that measure and, in the event additional meetings are added, reasonably in advance of any such meetings. The Chair of This Committee or his/her designee shall endeavor to provide members of This Committee with reasonable advance notice by electronic mail of the date, time and place of all such relevant meetings. The failure of the Chair of This Committee to provide such notice by electronic mail shall not be sufficient grounds for challenging an endorsement recommendation or endorsement decision.

10. **Application of the Open Meetings Rule to Endorsement Recommendation Process; Notification of Committee Actions and Recommendations**

- a. The Rule of this Party that all public meetings of This Committee are open to all registered Democrats applies with full force and effect to meetings of Endorsement Recommendation Committees.

The meetings of Endorsement Recommendation Committees are public meetings subject to this rule with the following exceptions:

1 (i) Endorsement interviews and review and discussion of completed
2 candidate questionnaires may reflect deliberations about
3 campaign strategy and, as a result, are not public parts of any
4 Endorsement Recommendation Committee meetings. As a result,
5 only members of the Endorsement Recommendation Committee,
6 officers of This Committee and the Chair's designees, unless
7 otherwise excluded herein, may attend these parts of any
8 Endorsement Recommendation Committee meetings.
9

10 (ii) A candidate for the office under consideration at the relevant
11 portion of the Endorsement Recommendation Committee
12 meeting and any other persons serving in paid employment at the
13 pleasure of such candidate may only attend the non-public
14 portion of the meeting dealing with her/his race in which that
15 candidate is being interviewed and shall otherwise be excluded
16 therefrom.
17

18 b. Voting on recommendations to This Committee, including debate on any
19 such motion, is a public part of any Endorsement Recommendation
20 Committee meeting and recommendations of an Endorsement
21 Recommendation Committee are public information and are not to be
22 kept secret.
23

24 To that end, and to insure the free and fair flow of information regarding
25 such recommendations, the chair of an Endorsement Recommendation
26 Committee:
27

28 (i) Shall, within seventy-two (72) hours of a decision of an
29 Endorsement Recommendation Committee, diligently attempt to
30 notify the Chair of This Committee, along with all candidates
31 whose races have been considered, of the content of the
32 recommendations of the Endorsement Recommendations
33 Committee; and,
34

35 (ii) May provide such notice either orally, in writing, telephonically, or
36 electronically, or by any other form of actual notice.
37

38 **11. Conflict of Interest Provisions**
39

40 a. A member of This Committee may not vote on nor make a motion
41 concerning a recommendation for endorsement of a candidate during
42 proceedings of an Endorsement Recommendation Committee if:
43

44 (i) The member is a candidate for the public office under
45 consideration; or,

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(ii) The member is a paid employee or independent contractor of the controlled committee of a candidate for the office under consideration; or,

(iii) The member is an employee who serves or works in paid employment at the pleasure of a person standing for election to the office under consideration; provided, however, that nothing in this rule shall preclude any person serving on a non-salaried basis as an appointee to a public panel, board or commission from voting on such a recommendation for endorsement.

b. Disqualified members may, however, participate in discussion and debate.

12. Quorum

a. Minimum Participation

(i) Endorsement Recommendation Committees Consisting of an Assembly District(s)

(A) When Assembly District Delegations are meeting as Endorsement Recommendation Committees, the voting members shall consist of: all Regular Members in attendance, unless disqualified; and any Alternate Member in attendance either in the absence of their Regular Member or when their Regular Member is disqualified, provided that the Alternate Member is not herself/himself disqualified.

(B) Assembly District Delegations meeting as Endorsement 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 voting members or six (6), whichever is lesser;
- b) In the case of a two (2) Assembly District Delegations meeting jointly, a majority of the voting members or nine (9), whichever is lesser;
- c) In the case of a three (3) Assembly District Delegations meeting jointly, a majority of the voting members or twelve (12), whichever is lesser; and
- d) In the case of a four (4) Assembly District Delegations meeting jointly, a majority of the voting members or fifteen (15), whichever is lesser.

[Note: Regular Members are defined as Elected, Appointed, and Ex-Officio Members.]

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

3
4 A quorum of any meeting of an Endorsement Recommendation
5 Committee, which is a Standing Committee, an Ad Hoc Committee
6 or any subcommittee thereof, is a majority of the filled positions.
7

8 *[Note: A majority is calculated by first determining the number of*
9 *filled positions and then subtracting any disqualified members as*
10 *described in XI.A.10 above.]*

11 b. **Effect of Disqualification on Quorum**

12
13 (i) **Endorsement Recommendation Committees Consisting of an**
14 **Assembly District(s)**

15
16 In the event a member of an Assembly District Delegation is
17 disqualified from participating in a specific race, that member's
18 alternate may participate and shall be counted for purposes of
19 determining a quorum, unless the alternate is otherwise
20 disqualified. If both the member and alternate are disqualified,
21 neither shall be counted as a member of the Delegation for
22 purposes of determining a quorum, for that specific race.
23

24 (ii) **Endorsement Recommendation Committees Consisting of a**
25 **Standing or Ad Hoc Committee**

26
27 Whenever a member of a Standing Committee or Ad Hoc
28 Committee considering endorsements is disqualified from voting,
29 that individual shall not be counted as a member of the Standing
30 Committee or Ad Hoc Committee for purposes of determining a
31 quorum, for that specific race.
32

33 13. **Participation of Alternate Members**

34
35 a. Alternates may only vote on endorsement recommendations at the Assembly
36 District level, if:

37 (i) The Appointing Member is not present at the time of
38 the vote, or

39 (ii) Their Appointing Member is disqualified, whether or
40 not the Appointing Member is present at the time of the
41 vote.
42

43 d. Alternate Members serving on Endorsement Recommendation Committees
44 that are Standing or Ad Hoc Committees have the same rights and privileges
45 as Regular Members on the committee.

1 14. **Exclusive Procedure**

2
3 Except as provided in this Article XI.E.,G.,H. and J., the only valid motions to
4 endorse must originate from an Endorsement Recommendation Committee. No
5 other motions to endorse shall be in order. If a motion to endorse originating
6 from an Endorsement Recommendation Committee is not adopted, balloting
7 shall proceed as provided in Article XI.D.5.
8

9 15. **Binding Nature of Rules**

10
11 The rules in this Article XI are substantive and may not be suspended, modified,
12 supplemented or waived by any Endorsement Recommendation Committee nor
13 by This Committee, except as specifically provided herein.
14

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

16
17 1. **Initiation of Endorsement Process**

- 18
19 a. Endorsement procedures for a candidate shall only take place when
20 requested in writing by a candidate who has taken out papers for a non-
21 partisan office, or by a member of This Committee.
22
23 b. In any race in which the Chair of This Committee reasonably believes that
24 the Endorsement Recommendation Committee responsible for initiating
25 an Endorsement Recommendation process will fail to do so, or has failed
26 to do so, upon proper request, the responsibility for making such
27 recommendation may be reassigned by the Chair of This Committee to
28 the Candidate Interview Committee or Policy Committee.
29

30 2. **Restriction on Timing of Endorsement**

31
32 No endorsement or recommendation for endorsement shall take place until the
33 deadline for filing has passed unless the race has been placed in the Candidate
34 Recruitment Track. Nothing in this section shall prevent:

- 35
36 a. The scheduling of meetings;
37
38 b. The Notice of Endorsement Proceedings; and/or
39
40 c. The Service of a Standard Candidate Questionnaire prior to the close of
41 filing.
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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 One Hundred Dollars (\$100) in the case of races involving more than four (4) Assembly Districts and Fifty Dollars (\$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 (\$1) 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 Standard Candidate Questionnaire**

The Candidate or the Candidate's designee is to submit at least ten (10) copies of the completed Standard Candidate Questionnaire to the Chair of the Endorsement Recommendation Committee prior to consideration of that particular race. Completed Standard Candidate Questionnaires are an adjunct to deliberations about electoral strategy. The Chair of the Endorsement Recommendation Committee and any other person with custody of an original or copy thereof shall take such steps as are necessary to safeguard the confidentiality of such completed Standard Candidate Questionnaires pursuant to the written guidance promulgated by the Policy Committee of This Committee.

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.

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

- 2
- 3 a. Overview and Purpose – In rare circumstances, This Committee may
- 4 select certain races and candidates to qualify to be included in a
- 5 Candidate Recruitment Track, which allows them to receive training,
- 6 endorsements and support before the close of filing.
- 7
- 8 b. Selection of Races – Any member of This Committee may suggest non-
- 9 partisan races to be considered for the Candidate Recruitment Track to
- 10 the Co-Chairs of the Campaign Services Committee. The Chair of This
- 11 Committee, in consultation with the Co-Chairs of the Campaign Services
- 12 Committee, may select non-partisan races to be included in the
- 13 Candidate Recruitment Track. To be selected, races must exhibit at least
- 14 one (1) of the following characteristics:
- 15
- 16 (i) Currently or historically held by a non-Democrat;
- 17
- 18 (ii) Historically difficult for a Democrat to be victorious;
- 19
- 20 (iii) Democratic disadvantage in voter registration; and/or,
- 21
- 22 (iv) Democratic disadvantage in voter performance.
- 23
- 24 c. Candidate Recruitment – After a race is selected, members of the
- 25 Assembly District Delegation(s) in whose jurisdiction(s) the race is
- 26 situated, the Campaign Services Committee, organizations chartered by
- 27 This Committee, the Chair of This Committee and its staff may all offer
- 28 people to be considered for the screening and early endorsement
- 29 process.
- 30
- 31 d. Recommendation of Candidates for Early Endorsement – After a race is
- 32 selected, the Chair of This Committee shall appoint a “Screening and
- 33 Early Endorsement Recommendation Committee” (SEER Committee), for
- 34 that race which shall consist of:
- 35 (i) The Co-Chair(s) of the Campaign Services Committee;
- 36
- 37 (ii) The Chair(s) of the affected Assembly District Delegation(s), or
- 38 their designee(s), who must be members of This Committee;
- 39
- 40 (iii) The Regional Vice-Chair(s) and Regional Endorsement
- 41 Coordinator(s) of the affected Region(s);
- 42
- 43 (iv) Associate Members appointed by a chartered organization who
- 44 reside in the affected Assembly District(s) (who shall be non-
- 45 voting members); and

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- (v) The Chair of This Committee’s designee, who may be an employee of This Committee.

 - e. SEER Committee Duties – The SEER Committee shall have the responsibility to conduct a screening process to determine whether suggested candidates are appropriate to receive an early endorsement. The SEER Committee, by a vote of sixty percent (60%) of those present and voting, may vote to recommend a candidate or candidates for early endorsement in a race that has been selected. As with all endorsements, blank ballots, void ballots and abstentions do not count toward the total. The SEER Committee need not recommend candidates for all open seats in a selected race.

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

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

 - h. Effect of the Early Endorsement Process on This Committee’s General Endorsement Process
 - (i) Early endorsements shall carry through to the date of the election or subsequent run-off election unless revoked by means outlined in these Constitution and By-Laws.

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

 - (iii) Otherwise eligible candidates who do not receive an early endorsement shall be eligible to participate and be considered in the general endorsement process.

1 **Section C. ENDORSEMENT RECOMMENDATION COMMITTEES AND PROCESS**

2
3 1. **Regional Endorsement Coordinators**

4
5 a. **Appointment and Jurisdiction**

6
7 The Chair of This Committee shall appoint one Regional Endorsement
8 Coordinator for each Region who shall be responsible for coordinating
9 local endorsements in their Region. If a local race includes portions of
10 more than one (1) Region, the Chair of This Committee shall determine
11 which of the Regional Endorsement Coordinators shall be responsible for
12 coordinating that endorsement.

13
14 2. **Calendar**

15
16 a. For all endorsement procedures, a calendar shall be established which
17 includes the dates of all elections, the date/time/location for
18 Endorsement Recommendation Committee meetings, and dates by which
19 notice shall be required to be served for those meetings.

20
21 b. For Endorsement Recommendation Committees that are Standing
22 Committees, the chairs of those committees shall be responsible for
23 creating this calendar.

24
25 c. For Endorsement Recommendation Committees that are Assembly
26 District Delegations, the Regional Endorsing Coordinator, in consultation
27 with the Assembly District Delegation Chair(s), shall be responsible for
28 creating this calendar for races in or assigned to their respective regions.

29
30 3. **Endorsement Recommendation Committee Meetings, Options and Actions**

31
32 a. **Endorsement Recommendation Options and Required Percentage**

33
34 An Endorsement Recommendation Committee may, upon affirmative
35 vote of sixty percent (60%) of those present and voting, with blank
36 ballots, void ballots, and abstentions not being counted toward the total,
37 make any of the following recommendations:

38
39 (i) Recommend This Committee endorse a particular candidate or
40 position.

41
42 (ii) Recommend This Committee take a position of “No
43 Endorsement”.

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b. **“No Consensus”**

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

c. **Recommendation of Finding of Unacceptability**

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

Section D. ENDORSEMENT PROCESS

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

a. **Consent Calendar**

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

- (i) It is only used for a report of the Candidate Interview Committee, Judicial Interview Committee, and/or Ballot Measure Committee;
- (ii) It is not used by (an) Assembly District Delegation(s); and,
- (iii) It is in writing and distributed at or before the meeting at which the consent calendar is considered.

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

- (i) The chair or designated spokesperson of an Endorsement Recommendation Committee shall present a report on its recommendation(s) including a brief description of its process and setting forth in full the reason for its recommendation(s).
- (ii) Each jurisdiction will be presented and voted on individually.
- (iii) For purposes of this Article XI, a jurisdiction is the County, a city, a school or community college district or any other district (i.e.: a water or library district).

1 (iv) At-large offices will be presented and voted on separately from all
2 other offices.

3
4 Example A) In a city that has multiple City Council Members
5 that are each elected in separate districts, plus an
6 elected Mayor and Treasurer, all endorsement
7 recommendations will be presented as a single
8 motion.

9
10 Example B) In a city that has multiple City Council Members
11 that are elected at-large by all voters in the city,
12 plus an elected Mayor and Treasurer, the
13 endorsement recommendations for Mayor and
14 Treasurer will be presented as a single motion, with
15 all of the recommendations for the at-large City
16 Council presented as a separate motion.

17
18 (v) Any office, including an at-large office, for which the Endorsement
19 Recommendation Committee’s report reflects “No Consensus”
20 shall be considered separately under a separate procedure for
21 addressing a “No Consensus” result.

22
23 **2. Severance**

24
25 Candidates, at-large offices and/or ballot measure positions may be severed
26 from a consent calendar or a motion from an Endorsement Recommendation
27 Committee upon request of a credentialed member of This Committee seconded
28 by twenty (20) members who show their voting credentials. No written petitions
29 are required for this process.

30
31 A severance request, however denominated, in connection with an at-large race
32 shall result in all recommendations (candidates or other positions) in that race
33 being severed and considered separately and individually.

34
35 A report that the Endorsement Recommendation Committee reached a “No
36 Consensus” result with respect to an office does not need to be severed as it
37 shall be dealt with separately under a separate procedure.

38
39 **3. Order of Consideration**

40
41 The order of endorsement recommendation consideration shall be as follows:

42
43 a. All parts of a consent calendar, or Endorsement Recommendation
44 Committee’s motion, which have not been severed;

- 1 b. Candidates or positions severed from a consent calendar or Endorsement
2 Recommendation Committee recommendation, with the first vote being
3 on the Endorsement Recommendation Committee’s recommendation;
4
5 In at-large races where severance has been requested and has been
6 seconded by twenty (20) members, balloting for each seat shall occur
7 separately and individually considering each recommended candidate or
8 position, one (1) at a time in alphabetical order by last name. Each of the
9 Endorsement Recommendation Committee’s recommendations shall be
10 considered before any other balloting is to occur;
11
12 c. One (1) or more written ballot(s) including all eligible candidates not
13 already endorsed, with the option of No Endorsement being included in
14 all such balloting;
15
16 d. Consideration of races or seats under the separate procedure for
17 addressing a “No Consensus” result;
18
19 d. Ballot measure positions other than “No Consensus”; and
20
21 e. Consideration of ballot measures under the separate procedure for
22 addressing a “No Consensus” result.
23

24 **4. Debate**

- 25
26 a. Except when presented as a consent calendar or when subject to the
27 separate procedure for addressing a “No Consensus” result, after the
28 presentation of an Endorsement Recommendation Committee report,
29 the members of This Committee shall be given the opportunity to debate
30 the recommendation. Speakers shall be limited to no more than three
31 (3) speakers in favor and three (3) speakers opposed, with a time limit of
32 no more than one (1) minute per speaker. The number of speakers or
33 time allotted may be extended by a majority vote of those present and
34 voting.
35
36 b. In the event a race is severed from an Endorsement Recommendation
37 Committee’s report, debate and the first vote will be held on the
38 Endorsement Recommendations Committee’s recommendation for the
39 severed race.
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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
15 the number of seats available for endorsement shall be endorsed;
16 provided that each endorsed candidate must receive the sixty percent
17 (60%) minimum threshold of valid ballots cast as set forth in Article
18 XI.A.2. If there is a tie among such candidates, the tie shall be broken by
19 lot.

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

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

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

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

45 (iii) In the event no candidate is endorsed it shall be deemed that This
46 Committee has taken a position of “No Consensus”.

1
2 d. If an endorsement recommendation presented by the Ballot Measure
3 Committee is defeated, there shall be only one (1) ballot, which shall
4 include the option of “Yes” (support), “No” (oppose), and “No
5 Endorsement”.

6
7 **6. Separate Procedure for Consideration by This Committee of an Endorsement**
8 **Recommendation Committee Report Reflecting a “No Consensus” Result**
9

10 a. Races Involving Candidates for Public Office

11
12 (i) After all consideration of the Endorsement Recommendation
13 Committee’s report recommending the endorsement of one or
14 more candidates and any findings that (a) candidate(s) for the
15 office in question is/are unacceptable has been completed, This
16 Committee shall consider by written ballot whether to endorse,
17 notwithstanding the Endorsement Recommendation Committee’s
18 failure to reach a consensus.

19
20 (ii). In considering this question, there shall be only one (1) ballot.
21 The ballot shall include all eligible candidates who have not yet
22 been endorsed and the option of “No Endorsement.”

23
24 (iii). Unless authorized by an affirmative vote, there shall be no
25 presentations by the candidates or their designees or other
26 debate; provided that if any candidate/candidate’s designee is
27 afforded the opportunity to address This Committee, all other
28 qualified candidates must be afforded the same opportunity.

29
30 b. Ballot Measures

31
32 When the Ballot Measure Committee has considered a ballot measure
33 and failed to reach a consensus, it shall so report. This Committee shall
34 proceed to vote on an endorsement. There shall be only one (1) ballot.
35 The ballot shall include the options of support, oppose and “No
36 Endorsement.”

37
38 **7. Waiver of Written Ballot**

39
40 The requirement of written ballot may be waived by a majority vote of those
41 present and voting at any stage in the proceedings.
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1 8. **Failure to Endorse**

2
3 In the event of a failure of This Committee to endorse or take a position, This
4 Committee’s position shall be “No Consensus”

5
6 9. **Determination of Publication**

7
8 In the event a position of “No Consensus” shall be sustained, or otherwise
9 become the position of This Committee, the Chair of This Committee shall
10 determine whether such race shall be listed in any publication of This
11 Committee.

12
13 **Section E. CHALLENGES**

14
15 1. **Challenges to Recommendation and Endorsement Process**

16
17 a. **Standing to Challenge**

18
19 Any alleged violation of this Article XI, or any other error or omission in
20 the recommendation process of This Committee's endorsement
21 procedure must be challenged by any of the following:

- 22
23 (i) A member of This Committee;
- 24
25 (ii) A candidate whose race is being considered; or,
- 26
27 (iii) In the case of a ballot measure a representative of a qualified
28 committee primarily formed to support or oppose that ballot
29 measure;

30
31 b. **Timing of Challenge**

32
33 (i) **To Recommendation Process**

34
35 In order to allow for a timely remedy, any challenge to the
36 recommendation process should be made to the officer presiding
37 at the time of the challenge and at the earliest possible point in
38 time. Except as otherwise provided in Article XI.E.2.b. below, all
39 challenges to the recommendation process must be made before
40 a vote to endorse is taken by This Committee.

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(ii) **To Endorsement Process**

Except as otherwise provided in Article XI.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 challenge, the challenge must be made to the Chair of This Committee prior to a vote to endorse taking place, and should be in writing.

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

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

2. **Appeals and Determinations of Challenges**

a. **Composition of Appeals Committee**

The validity of any challenge concerning the recommendation or endorsement process shall be determined by an Appeals Committee consisting of the Chair of This Committee, its Parliamentarian and one (1) Rules and Legal Committee Co-Chair selected by the Chair of This Committee.

b. **Authority of Appeals Committee**

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

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c. Erroneous Endorsement of Non-Democrats

In the event the Chair of This Committee determines that an endorsed candidate was not a registered Democrat as of the close of filing or the time the Endorsement Recommendation Committee first meets, whichever is earlier, or any time thereafter, the endorsement shall be void.

Section F. COMMUNICATION OF REGISTRATION STATUS

Nothing in this Article XI shall preclude This Committee from communicating to voters that any candidate for public office is not registered to vote as a Democrat.

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

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 (1) 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 XI.G.

a. Request

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

- (i) A candidate eligible for endorsement in the first round of voting who remains eligible for election in the second round of voting;
- or,
- (ii) A member of This Committee.

1 b. Notice

2
3 The Chair of This Committee shall cause written notice of This
4 Committee’s intention to consider endorsement in the second round of
5 voting to be sent to all candidates who were eligible for This Committee’s
6 endorsement in the first round of voting and who remain eligible for
7 election in the second round of voting. Such notice shall be provided not
8 less than seven (7) days before the meeting of This Committee at which
9 such an endorsement is to be considered.

10
11 c. Balloting and Debate

12
13 At the meeting of This Committee at which endorsement in the second
14 round of voting is to be considered, there shall be only one (1) ballot.
15 The ballot shall include the option of “No Endorsement” along with the
16 names of all candidates who were eligible for This Committee’s
17 endorsement in the first round of voting and who remain eligible for
18 election in the second round of voting. If any candidate receives a sixty
19 percent (60%) affirmative vote, that candidate shall receive This
20 Committee’s endorsement in the second round of voting in that race.

21
22 Unless authorized by an affirmative vote, there shall be no presentations
23 by the candidates or their designees or other debate; provided that if any
24 candidate/candidate’s designee is afforded the opportunity to address
25 This Committee, all other qualified candidates must be afforded the same
26 opportunity.

27
28 d. “**No Consensus**” Endorsement Where No Candidate Receives a Sixty
29 Percent (60%) Affirmative Vote

30
31 If no candidate receives a sixty percent (60%) affirmative vote, This
32 Committee’s endorsement shall be “No Consensus.”

33
34 **Section H. PROVISIONS FOR POLICY COMMITTEE ENDORSEMENT IN SPECIAL ELECTIONS**

35
36 If a special election in Los Angeles County is to take place within thirty (30) days after
37 the close of filing, the Policy Committee may endorse any Democrat who has filed for
38 that office. Any such endorsement shall require a sixty percent (60%) affirmative vote
39 of those persons present and voting, blank ballots, void ballots, and abstentions not
40 counting towards the total. If there is a scheduled meeting of This Committee prior to
41 the election the Policy Committee may delegate its endorsement power to This
42 Committee.

1 **Section I. RECALL**

2
3 **1. Motion to Support or Oppose Recall**

4
5 The motion to support or oppose the recall of an elected public official in a non-
6 partisan race may be made and seconded without the necessity of prior notice.
7 This motion requires the affirmative vote of sixty percent (60%) of the members
8 voting, blank ballots, void ballots, and abstentions not counting towards the
9 total.

10
11 **2. Motion to Endorse Successor Candidate**

12
13 A motion to endorse a successor candidate in a recall election is subject to all of
14 the same provisions of this Article XI that would apply to a motion to endorse a
15 candidate in a regularly scheduled election.

16
17 **Section J. PROCEDURE FOR RECONSIDERATION, RESCISSION OR REVOCATION OF ENDORSEMENT**

18
19 **1. Intent**

20
21 The following procedures shall be the exclusive procedures governing motions,
22 however denominated, to Reconsider, Rescind, or Revoke any position resulting
23 from the Endorsement process set forth in this Article XI. These procedures take
24 the place of, and supplant, the procedures specified in the edition of Robert's
25 Rules of Order which governs the proceedings of This Committee.

26 **2. Sole Method**

27
28 Once the consideration of an endorsement has been terminated, the resulting
29 position may only be revisited, whether by a motion to Reconsider, Rescind, or
30 Revoke the resulting position, by the process specified herein or by an appeal or
31 challenge under Article XI.E. Consideration of an endorsement is terminated by
32 endorsing a candidate or position, or taking a position of "No Endorsement" or
33 "No Consensus."

34
35 **3. Process for Reconsideration, Rescission, or Revocation of an**
36 **Endorsement Position**

37
38 The following is the process and pre-requisites of a motion to Reconsider,
39 Rescind, or Revoke an Endorsement Position:

40
41 **a. Maker of the Motion**

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

- 44
45 (i) Any member of This Committee;

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- (ii) A sixty percent (60%) majority vote at a Policy Committee meeting, a quorum being present.
 - b. Notice of Intent to Make a Motion
 - (i) Except when initiated by a sixty percent (60%) majority of the Policy Committee, notice of intention to make a motion for Reconsideration, Rescission or Revocation of an endorsement shall be made in writing and submitted to the Chair of This Committee at This Committee’s address of record at least ten (10) days before the next regular meeting of This Committee.
 - (ii) Notwithstanding anything in Article XI.J.3.b.(i), no prior notice of intention to make a motion for Reconsideration, Rescission or Revocation of an endorsement is necessary when the motion is made at the same meeting at which the vote concerning the endorsement at issue is being conducted.
 - c. Content of Notice of Intent to Make a Motion

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

 - (i) The name of the maker of the motion or that it is coming from the Policy Committee;
 - (ii) The specifics about the subject of the motion;
 - a) If a candidate, the name and jurisdiction of the specific candidate(s);
 - b) If a ballot measure, the title of the measure, the letter or number used to designate the measure on the ballot and the jurisdiction;
 - c) If the position that is the subject of the motion is “No Endorsement” or “No Consensus,” the position adopted by This Committee along with the specific office and jurisdiction;
 - 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.

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(iii) 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.

(iv) 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:

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

(ii) 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

(i) 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.

(ii) 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.

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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.

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

Thereafter, 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.

g. Seventy Percent (70%) Affirmative Vote Required.

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

h. Effect of Adoption

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

- (i) The endorsement shall be considered invalidated and of no force or effect.
- (ii) This Committee shall immediately proceed to the consideration of endorsement by way of a single ballot.
- (iii) The ballot shall include all candidates eligible to be considered for endorsement at the time This Committee made its original endorsement, including the option of "No Endorsement".
- (iv) In at-large races, ballots shall not include any candidate who has a current and valid endorsement.
- (v) Failure of any candidate, position, or the option of "No Endorsement" to receive an affirmative vote of sixty percent (60%) of those members present and voting shall result in a position of "No Consensus".

1
2 i. Suspension of Endorsement
3

4 Whenever the Chair of This Committee finds that new and material
5 information not available to This Committee at the time of the original
6 endorsement vote was taken and /or extraordinary circumstances may
7 exist and that there may be a need for immediate action, the Chair of
8 This Committee shall promptly convene the Appeals Committee to
9 consider appropriate immediate action, including a temporary
10 suspension of This Committee's endorsement until the next Policy
11 Committee meeting. In the event of any such finding by the Chair of This
12 Committee, the Policy Committee, when it next meets, shall hear and
13 decide whether to make a motion for Reconsideration, Rescission or
14 Revocation and whether to extend any temporary suspension until that
15 motion can be acted upon by This Committee.
16

17 **ARTICLE XII. RESOLUTIONS**
18

19 **Section A. INTRODUCTION**
20

21 1. The following shall govern the submission of resolutions:
22

- 23 a. All resolutions must be typed;
24
25 b. Twenty (20) copies of each resolution must be provided to the
26 Chair of the Resolutions Committee at least seven (7) days in advance
27 of the meeting at which it is to be considered;
28
29 c. Whereas clauses must be limited to three (3) or less and resolved
30 clauses to two (2) or less;
31
32 d. All resolutions must contain an "action clause" indicating the
33 action requested;
34
35 e. Resolutions must be no longer than one (1) side of one (1)
36 typewritten page (8-1/2" x 11").
37

38 2. The Resolutions Committee shall:
39

- 40 a. Consider only those resolutions submitted by a member of This
41 Committee, an Assembly District Delegation, a Region, or by an
42 entity chartered by This Committee.
43
44 b. Combine similar resolutions by re-writing.
45

1 c. Reject resolutions which repeat past positions unless substantially
2 new actions are proposed.

3
4 d. Consider only those resolutions which by subject matter do not
5 fall within the scope of the Legislative Action, Policy, Ballot
6 Measures and Rules and Legal Committee(s).

7
8 3. Except upon majority vote, the Resolutions Committee shall not consider any
9 resolutions not in conformity with the foregoing rules.

10
11 4. Except as otherwise provided below a resolution must first be presented to the
12 Resolutions Committee. There shall be at least three (3) copies provided.

13
14 5. For a resolution to be brought up directly on the floor of This Committee it must
15 be signed by twenty-five (25) Regular Members from at least five (5) Assembly
16 Districts.

17
18 **Section B. PASSAGE**

19
20 1. A resolution approved by the Resolutions Committee shall be brought up
21 automatically for consideration as part of the Resolutions Committee Report.

22
23 2. A resolution not approved by the Resolutions Committee must meet the same
24 signature requirements as one coming directly to the floor. These resolutions
25 shall be considered during presentation of the report of the Resolutions
26 Committee.

27
28 3. No resolution shall be passed except upon sixty percent (60%) affirmative vote.
29

30 **ARTICLE XIII. REGIONS**

31
32 **Section A. COMPOSITION**

33
34 This Committee shall have no less than five (5) and no more than seven (7) Regions the
35 composition of which shall be determined by majority vote of the Committee "no less
36 than thirty (30) and no more than ninety (90) days before" the Organizational Meeting
37 upon recommendation of the Policy Committee.
38

39 **Section B. DUTIES**

40
41 1. The Region shall implement the duties and functions of This Committee in the
42 local districts and shall assist in broadening the participation and initiative of the
43 members in the Region.
44
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2. Specifically each Region shall be responsible for:
 - a. Coordinating regional programs developed in the local districts and carrying out county-wide programs in the Region.
 - b. Regional meetings of certain Standing Committees.
 - c. Such other duties and functions as may contribute to more visible and viable presence of the Democratic Party in the Region.
 3. Rules of procedure consistent with these Constitution and By-Laws may be made by each Region.

14 **Section C. MEMBERSHIP**

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1. All Regular Members of This Committee residing in a given Region shall be members of that Region.
 2. Alternate Members shall be members of the Region in which their Appointing Member resides, except when serving as an alternate for the Highest Finishing Democrat or Democratic 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 Alternate Member shall be a member of the Region in which the Alternate Member is registered to vote.
 3. Club Presidents, Democratic State Central Committee members, elected officials and other Democratic leaders may be included as non-voting members.

30 **Section D. MEETINGS**

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1. Each Region shall hold at least one (1) meeting every two (2) months at the call of the Regional Vice-Chair. All meetings shall be held in the Region or in conjunction with a regular meeting of This Committee. Failure of the Regional Vice-Chair to call these meetings will authorize the Policy Committee to remove the Regional Vice-Chair and authorize new elections.
 2. Written notice containing the time, place, and agenda shall be sent to each member at least seven (7) days prior to any meeting.
 3. Within two (2) weeks after any Region meeting the Secretary shall send a copy of the minutes and a list of those in attendance to the Recording Secretary of This Committee.

1 **ARTICLE XIV. ASSEMBLY DISTRICT DELEGATIONS**

2
3 **Section A. MEMBERSHIP**

- 4
5 1. All Regular Members of This Committee residing in a given Assembly District
6 shall 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
10 the Highest Finishing Democrat or Democratic officeholder whose District
11 extends into Los Angeles County, but who is not himself/herself registered to
12 vote in Los Angeles County. In the case of such an exception, the Alternate
13 Member shall be a member of the Assembly District Delegation in which the
14 Alternate Member is 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 (2) weeks after the Organizational Meeting of This Committee,
21 the 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 (2) 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
27 to authorize new elections.
28
29 3. Written notice containing the time, place, and agenda shall be sent to each
30 member at least seven (7) days prior to the meeting.
31
32 4. Meetings maybe held in conjunction with a meeting of a Region or This
33 Committee.
34
35 5. Within two (2) weeks after any meeting, the Secretary of the Delegation shall
36 send a copy of the minutes and a list of those attending to the Recording
37 Secretary of This Committee.
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1 6. Except when sitting as an Endorsement Recommendation Committee, all Regular
2 Members and all Alternate Members present shall count toward a quorum. The
3 number of voting members needed to constitute a quorum for meetings of
4 Assembly District Delegation(s) is the lesser of the number equal to:

5
6 a) A majority of the filled positions of all Regular Members, or six (6);
7

8 [For example, if there are four (4) filled Regular Member positions and every
9 one of the four (4) Regular Members has appointed an alternate, the quorum
10 is four (4) voting members since four (4) -- the number of filled Regular
11 Member positions -- is less than six (6) and any of the eight voting members
12 of the delegation (the four (4) Regular Members and four (4) alternates) may
13 be counted for the purpose of constituting a quorum].

14 *[Note: Regular Members are defined as Elected, Appointed, and Ex-Officio*
15 *Members.]*

16 **Section C. RULES**

17
18 1. Rules of Procedure consistent with these Constitution and By-Laws may be made
19 by each Delegation.
20

21 2. This Committee may determine any issue or election that any Delegation has
22 been unable to resolve at three (3) or more meetings in which there was voting
23 on the issue or elections.
24

25 **ARTICLE XV. CHARTERS**

26
27 **Section A. AUTHORITY**

28
29 1. Pursuant to California Elections Code Section 20201, all organizations which
30 include in any part of their name the name of the Democratic Party and directly
31 or indirectly solicit funds in Los Angeles County for any purpose whatsoever
32 under the representation, either express or implied, that the funds are being
33 solicited for the use of the Democratic Party must first be chartered by one (1) of
34 the following:
35

36 a. The Los Angeles County Democratic Central Committee;

37
38 b. The California State Democratic Central Committee; or,

39
40 c. A majority of the members of the California Delegation of the Democratic
41 National Committee.
42
43
44
45

1 **Section B. GRANTING**

- 2
- 3 1. Subject to the provisions set forth herein below, This Committee may charter
- 4 any organization that has as its objective the advancement of the Democratic
- 5 Party.
- 6
- 7 2. Any charter granted by This Committee shall be effective from the date said
- 8 charter is granted to the date of the regular meeting in January of the following
- 9 year, unless revoked as hereinafter provided.
- 10
- 11 3. There shall be three (3) types of organizations eligible for charter:
- 12
- 13 a. A membership organization, including a Democratic Club;
- 14
- 15 b. A council made up of representatives from various Democratic Party and
- 16 chartered organizations; and,
- 17
- 18 c. A political action committee.
- 19

20 Eligibility to charter shall also be contingent upon meeting the following

21 requirements;

22

- 23 (i). A membership organization, including a Democratic Club, shall
- 24 require that its voting members be registered Democrats, or
- 25 persons ineligible to register as Democrats who express an intent
- 26 to register as a Democrat upon becoming eligible. It shall also
- 27 require that its members pay dues, and affirmatively apply for
- 28 membership in a manner in which the member, at a minimum, is
- 29 identified by name and address.
- 30

31 A membership organization, including a Democratic Club, may

32 have a category of nonvoting allies who are registered voters who

33 disclosed no preference for a political party (or, prior to that

34 designation, registered as “decline to state”) on their voter

35 registration card. The designation in the organization’s bylaws

36 and any filing with any Democratic Party organization of any such

37 nonvoting members must make their nonvoting status clear.

38

- 39 (ii). Any organization comprised entirely of a specified membership made
- 40 up of representatives from a Democratic Party Central Committee
- 41 and/or Democratic Party chartered organizations who are
- 42 members by virtue of their office/title shall require that its voting
- 43 members be registered Democrats, or persons ineligible to
- 44 register as Democrats who express an intent to register as a
- 45 Democrat upon becoming eligible.

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- 4. This Committee may only charter an organization, which has been recommended for chartering by:
 - a. The Organizational Chartering and Development Committee of This Committee; or
 - b. If the organization seeking a charter is a membership organization, including a Democratic Club, the majority of the members of the Assembly District Delegation in which a majority of the members of the organization reside.
- 5. This Committee shall have no authority to grant a charter to an organization which has not complied with the provisions of Article XV.B.4 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 to vote 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;
 - e. Acting in violation of State or Federal laws or regulations; and/or
 - f. Taking an affirmative action, or having a stated purpose of the organization, which a two-thirds majority of those members of This Committee voting, after affording the chartered organization an opportunity to be heard, finds to be inimical to the interests of Democratic Party.
- 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.

1 **Section D. APPLICATION REQUIREMENTS**

- 2
- 3 1. All organizations which fall under the mandatory chartering provisions of
- 4 Election Code Section 20201 and desire to be chartered by This Committee shall
- 5 make application for such charter in writing. The application shall contain:
- 6
- 7 a. The name of the organization;
- 8
- 9 b. A copy of the Constitution and By-Laws of the organization, and if
- 10 applicable, its Articles of Incorporation, all of which must contain such
- 11 provisions as This Committee may require;
- 12
- 13 c. Agreement by the organization that it will give ten (10) days written
- 14 notice of any and all of its meetings, both regular and special, to:
- 15
- 16 (i) All members of the Assembly District Delegation which
- 17 recommended its charter; or,
- 18
- 19 (ii) The Chair of This Committee and the chair(s) of the Organizational
- 20 Chartering and Development Committee of This Committee if the
- 21 organization was not recommended for charter by an Assembly
- 22 District Delegation.
- 23 d. The names, addresses, and phone numbers of all persons appearing on
- 24 the organization's Statement of Organization filed with the applicable
- 25 filing officer, including the organization's officers which shall include as a
- 26 minimum a chair and a treasurer.
- 27
- 28 e. The identification number(s) used by the organization when filing
- 29 statements with the Secretary of State, the Fair Political Practices
- 30 Commission, and/or the Federal Elections Committee.
- 31
- 32 f. A written certificate signed by the President and Secretary of the
- 33 organization, certifying that each of its members is a registered Democrat
- 34 or is a person devoted to the principles of the Democratic Party and
- 35 ineligible to register as a voter because of inability to meet registration
- 36 requirements. The certificate shall further certify that any such member
- 37 intends to register as a Democrat immediately upon becoming eligible.
- 38
- 39 g. Individual signatures, addresses and telephone numbers of the
- 40 organization's members who have not signed another organization's
- 41 charter application as set forth below:
- 42
- 43 (i) For membership organizations recognized as an affiliate of the
- 44 California Young Democrats or College Democrats of America: not
- 45 less than ten (10) members;

- 1 (ii) For all other membership organizations, including all other
2 Democratic Clubs: not less than twenty (20) members;
3
4 (iii) Because political action committees are not membership
5 organizations, the only signatures required for political action
6 committees are of a responsible official agreeing to comply with
7 the chartering requirements and making the certifications
8 required by the application form.
9
10 h. The appropriate chartering fee.
11
12 i. Unless an organization is a political action committee, it shall also include
13 the following in its application:
14
15 (i) A complete roster (in hard copy and electronic format, if
16 available) containing the names, addresses, and phone numbers
17 of all its members.
18
19 (ii) Constitution and By-Laws which contain provisions indicating that
20 the organization has regularly scheduled meetings.
21
22 (iii) An agreement that the organization will send notice to each
23 member of the Assembly District Delegation in which a majority of
24 the members reside. Said notice shall be given to the Chair of This
25 Committee and the chair(s) of the Organizational Chartering and
26 Development Committee if such organization does not have a
27 majority of its membership in one (1) Assembly District.
28
29 2. This Committee may charter by a sixty percent (60%) vote of those present and
30 voting, one (1) organization using the name Los Angeles County Democratic
31 Central Committee Political Action Committee. Any group of persons desiring to
32 be chartered by This Committee to use the name Los Angeles County Democratic
33 Central Committee Political Action Committee shall make written application for
34 charter. In addition to those items set forth in Article XV.D.1 above, the
35 application shall contain:
36
37 a. A copy of the Constitution and By-Laws of the organization and, if
38 applicable, the Articles of Incorporation. These documents must indicate
39 that the group having decision-making authority in the organization
40 consists of at least one (1) person from each Supervisorial District in this
41 county.
42
43 b. An agreement that the political action committee will not oppose any
44 candidate which This Committee has endorsed.
45

- 1 c. An agreement that the political action committee will not support or
2 oppose a proposition, ballot measure or recall in opposition to a position
3 which This Committee has adopted.
4
5 3. This Committee, upon recommendation of the Policy Committee, may adjust the
6 chartering fees. Such adjustments shall be made no more frequently than once
7 per calendar year. In addition, the Policy Committee shall establish uniform late
8 application fees/penalties for organizations filing their application for a charter
9 in an untimely manner may, in its discretion, modify the late application
10 fee/penalty; provided that no such modification may take effect until the
11 calendar year immediately following the calendar year in which the modification
12 was adopted.

13
14 **ARTICLE XVI. AMENDMENTS**

15
16 Proposed amendments to the Constitution and By-Laws must be submitted in writing at
17 a regular meeting of This Committee, presented thereat, and at the next regular
18 meeting may be adopted by two-thirds (2/3) affirmative vote of those members present
19 and voting, a quorum being present. A notice in writing shall be mailed at least seven (7)
20 days prior to the meeting at which the vote will be taken to all members of This
21 Committee.