



BY-LAWS
OF
California Democratic Party Black Caucus f/k/a African American
Caucus

Article I: Name

Section A. NAME.

The name of this organization shall be the Black Caucus of the California Democratic Party (CDP), herein called the “Black Caucus.”

Section B. BOARD.

The “Executive Committee” shall mean the Executive Committee of Officers of the Black Caucus of the CDP.

Article II: Purpose, Objectives and Organization

Section A. PURPOSE.

The purpose of this caucus is:

1. To promote and encourage full participation of all registered Black Democrats in the Democratic State Central Committee (DSCC) of The CDP and its affairs at all levels.
2. To promote the political, educational, social and economic equality of Black people;



3.To achieve equality of rights and eliminate race prejudice among the CDP of the United States;

4. To inform the public of the adverse effects of racial discrimination against black people and to seek its elimination within the CDP and DNC;

5. To encourage, promote and assist in, whenever possible, the election and appointment of Black Democrats to local, county, state and national leadership positions;

6. To identify those issues affecting Black people and Black communities, and work towards making the political and legislative system more responsive to their needs;

7.To advocate that these issues are included in the CDP Platform, and

8. To initiate and support the CDP policies and issues that reflect the interest and welfare of the Black community and to act as a vehicle for the implementation of these policies in the Black community and to give guidance and/or advice regarding the Black community's concerns to the CDP structure.

Section B. OBJECTIVES.

To enlighten the Black Community about the political process and provide support to candidates who support the Black Agenda and create a succession plan for electing black candidates.

Section C. ORGANIZATION.

1. The Black Caucus is statewide, "Special Group Caucus" organized within the Democratic Party of California, DSCC.
2. Failure to comply with Article XI, Sections 1-5 of the CDP Bylaws may subject the Black Caucus to decertification by the DSCC, pursuant to Article XI, Section 6.



3. The Black Caucus, f/k/a African American Caucus, is recognized as a Caucus of historical importance as an original caucus and of significance to the CDP as stated in Article XI, Section 7 of the CDP Bylaws.

Article III: Membership Section

A. MEMBERSHIP.

Full Membership, including all voting rights and the right to seek and hold office, shall be extended to all Persons meeting the following requirements:

1. Satisfies the voting age or pre-registration age, as defined in the Elections Code;
2. Who is either:
 - a. a registered Democrat, or
 - b. ineligible to register as a Democrat, pursuant to the Elections Code, but has expressed an intent to register as a Democrat upon becoming eligible;
3. Who states at the time of joining, support for the objectives of the Black Caucus and the CDP;
4. Has either paid or had waived, the prescribed dues at the time of joining the Caucus;
5. Has an interest in issues affecting the Black Community, and
6. Is registered as a Democrat pursuant to the laws of the State of California.

Section B. MEMBERS IN GOOD STANDING.

Members in good standing for purposes of the Black Caucus shall be effective upon satisfying all conditions in the aforementioned Article III, Section A of these Bylaws.

Article IV: Dues

Section A. OBLIGATIONS.

Membership shall be effective upon payment or waiver of the applicable dues and completion and submission to the Executive Committee of any uniformly required membership application, except as stated below. It shall be the obligation of Members in the Black Caucus to have paid, or had waived, the prescribed membership dues. Any



Membership dues/waiver and application submitted after the close of credentialing, but before the adjournment of any meeting, shall not be effective until after the adjournment of that meeting.

Section B. RAISING AND DISBURSEMENT OF DUES.

The Black Caucus shall neither raise nor disburse funds other than nominal dues, and standard or routine costs of meetings and events (such as postage, and other costs associated with notice, as well as the cost of meeting rooms), which shall be promptly accounted for, reflected in a quarterly financial report to the Treasurer of the DSCC and processed according to rules (a) promulgated by the DSCC Finance Committee and (b) reflected in the Caucus' Bylaws; and provided for waiver of membership dues based on economic hardship or an objective impediment to payment of dues in a manner that guarantees membership on an equal and nondiscriminatory basis. The Treasurer of the Black Caucus shall promptly (no later than 30 days from the date of the expenditure) turn in all dues, costs of meetings and events into the DSCC staff.

Section C. MEMBERSHIP DUES.

Dues shall be set by the Black Caucus Executive Committee, at its discretion, with written Notice to the Members. Dues shall be as follows:

1. Darren Parker Member, (1 year) \$30
2. Willie Brown, Jr. Member (2 years) \$50
3. Yvonne Brathwaite-Burke (1 year) \$100
4. Mervin Dymally (1 year) \$250
5. Maxine Waters (1 year) \$500
6. Shirley Chisholm Member (1 year) \$1,000 Encouraged contribution for any person running for Office to receive a Black Caucus endorsement.

Section D. WAIVER.

Waiver of membership dues may be granted, upon written request, to any person who seeks a waiver of dues, by the applicable deadline, and self-identifies as being unable to pay annual dues caused by economic hardship or an objective impediment to payment of dues. Waivers may be requested:

1. At a regular meeting of the Black Caucus, and



2. Given to the Chair for approval.

Section E. PAYMENT OF DUES.

Payment of applicable membership dues shall be made by the Nineteenth of June (June 19th), otherwise known as Juneteenth, of each year; unless a waiver of dues is obtained as provided in Article IV, Section D

Article V: Voting Eligibility

Section A. VOTING RIGHTS.

Voting privileges shall be extended to all Members in good standing, consistent with Article III of these Bylaws. Members shall be eligible and have the right to vote on all Black Caucus business, with the following exception: (a) Anyone who becomes a new Member on the date of the Black Caucus meeting (b) must wait seven (7) days before they can vote for Black Caucus officers.

Section B. The Treasurer and Recording Secretary of the Black Caucus shall provide confirmation of an individual's membership status during the registration period before the start of any meeting.

Section C. Membership dues must be paid or a waiver obtained at the first convening of the DSCC (first Convention or first E-Board) in a calendar year. A lapse in dues must be paid by the next Convention or Executive Committee meeting to retain voting rights eligibility.

Article VI: Voting Procedures

Section A. VOTING. Voting shall be in person only and by written ballot for any Black Caucus business and officers listed in these Bylaws. A request for secret



ballots may be allowed to members of the Community unless unanimously waived by members present.

Article VII: Meetings

Section A. REGULAR CALLED MEETINGS.

Regular meetings of the entire Black Caucus will be held in conjunction with the regularly scheduled meetings of the State Central Committee and at least one meeting a year to be held outside of the regular meetings of the Executive Committee of the CDP. At least one meeting must be in person, by teleconference, or by video.

Section B. SPECIAL MEETINGS

Special meetings of the Black Caucus may be called in the following manner:

1. Upon Chairperson of the Black Caucus. By Notification to the Chairperson who will call a Special Meeting within fifteen (15) days immediately following his or her receipt of a written form request for a special meeting signed by two (2) members of the Executive Committee and ten (10) registered members or more of the Black Caucus, or
2. Upon call from the Executive Committee.
3. Special meetings may be in person, by teleconference, or by video.

Section C. EXECUTIVE COMMITTEE MEETINGS.

1. The Executive Committee will meet, at a minimum, once quarterly.
2. All Executive Committee meetings require a quorum of officers to be present before official business can be conducted.



3. Meetings shall be conducted in person, by telephone or by electronic communication device.
4. A tentative agenda shall be submitted to officers no less than five (5) days prior to the Executive Committee meeting. Notwithstanding this provision, irrespective of any shortened notice requirements.
5. The agenda must be ratified at the start of each board meeting.
6. In circumstances where the Executive Committee deems it necessary, without prior notice, the Executive Committee may vote to meet in Closed Session on matters pertaining to confidentiality, disciplinary, administrative or privacy concerns; all non-Executive Committee members of the Black Caucus shall be temporarily excused from that portion of the Meeting.
7. All Executive Committee meetings shall be governed by the most recent edition of Robert's Rules of Order, Newly Revised, unless other procedures are specified in these Bylaws.
8. Minutes of the Executive Committee meetings shall be distributed, via email, to the officers by the Recording Secretary no more than five (5) days following each meeting of the Executive Committee.
9. Executive Committee meetings shall be fully consistent with Article XIII of the CDP Bylaws and the CDP Open Meetings Policy statement.

Section D. QUORUM.

A quorum shall constitute:

1. **Regular Called and Special Meetings.** Ten percent (10%) of members in good standing or Fifty (50) Members, whichever is less, at all scheduled meetings under Article VII, shall be considered a quorum to do business. The Caucus may meet without a quorum, but it may not conduct official business or take a vote.



2. **Executive Committee Meetings.** A majority of the Executive Committee Members in good standing must be present at a properly Noticed Meeting to constitute a quorum to conduct business.

The Executive Committee may meet without a quorum, but it may not conduct official business or take a vote.

Section E. AMENDMENTS AND REVISION TO BYLAWS.

These Bylaws may be amended or revised by two-thirds (2/3) vote of the Members present.

Section F. PROCEDURAL AUTHORITY.

All aforementioned meetings shall be conducted in compliance with the latest edition of Robert's Rules of Order, Newly Revised, except as otherwise provided in these bylaws as interpreted by the Parliamentarian, or the Chairperson in the absence of the Parliamentarian.

Section G. SCHEDULE.

Meetings of the Black Caucus will be scheduled at a time, which will provide the best efforts for optimum attendance.

Section H. CONFERENCE.

A statewide conference of the Black Caucus may be called annually by the Caucus Chair, if deemed necessary, in any method and/or manner set forth in Article VII.

Section I. OPEN MEETINGS.

All regular called meetings of the Black Caucus shall be in accordance with the CDP Rules Committee's Open Meeting Policy and Article XIII of the CDP Bylaws; all public meetings of the Caucus shall be open, in person, by telephone and/or other conferencing technologies, to all members of the Democratic Party and members of the Press or invited guests regardless of race, color, creed, class, national origin, sex, age, religion, ethnic identity, ethnicity, language, culture, sexual orientation, gender, gender identity, economic status or disability as defined by the Americans with Disabilities Act of 1990. Accordingly, the scheduling of Caucus meetings shall consider the presence of



any religious minorities of significant numbers of concentration whose level of participation would be affected.

Section J. NOTICE REQUIREMENT.

Written notice of all meetings shall be given at least seven (7) days prior to any meeting. Any notices given by the CDP complying with that time frame shall be deemed sufficient notice of the time, date and place of the meeting. Notice of agenda shall be given by WEB posting at least seven (7) days prior to any meeting.

Article VIII: Officers

Section A: EXECUTIVE COMMITTEE.

Officers of this caucus shall be known as the Executive Committee.

1. Members of the Executive Committee shall be
 - a. One (1) Chairperson (elected at-large)
 - b. Two (2) Vice Chairs:
 - i. Northern (elected at-large)
 - ii. Southern (elected at-large)
 - c. One (1) Recording Secretary (elected at-large)
 - d. One (1) Corresponding Secretary (appointed by the Chair)
 - e. One (1) Treasurer (elected at-large)
 - f. One (1) Parliamentarian (appointed by the Chair)
2. The Chair must be a member of the DSCC or had been at the time of the election and shall be the DSCC Executive Board Representative of the Black Caucus.
3. All Executive Committee members shall have all Executive Committee voting privileges.

Section B: AT-LARGE POLITICAL DIRECTORS.



1. At-Large Political Directors shall consist of the Northern Political Director and the Southern Political Director.
2. At-Large Political Directors shall be appointed by the Chair and confirmed by the Executive Committee.
3. At-Large Political Directors are not members of the Executive Committee and shall not have Executive Committee voting rights.

Section C. DUTIES AND RESPONSIBILITIES - EXECUTIVE COMMITTEE.

The duties and responsibilities of the Executive Committee are:

1. To exercise the general supervision and administrative authority over the Black Caucus;
2. To confirm nominations made by the Chair for the Offices of the Parliamentarian, Corresponding Secretary, Northern Vice Chair, Southern Vice Chair, Chairpersons of all Standing Committees, Chairpersons of all or any Special Committee, if any, which the Chairperson may deem necessary from time to time in the execution or implementation of his/her administrative programs for the interest, betterment, improvement, growth, and/or advancement of the Black Caucus, both for the California Democratic CDP and the Black community, which the Black Caucus is dedicated to serve, and
3. To formulate and implement the plans, program and agenda for the operation, function, work, and service of the Black Caucus, both for the CDP and the Black community, which the Black Caucus is dedicated to serve.
4. Each Executive Member shall raise at least twenty (10) new memberships during their term in office.

Section D: DUTIES OF EXECUTIVE COMMITTEE - OFFICERS.



1. **Chair:** The Chair shall serve as the Chief Executive Officer and official voice of the Caucus, and shall carry out the purpose of the Caucus. The Chair's responsibilities shall also include, but not be limited to, the following: (a) Preside over all meetings of the Black Caucus Membership and E-Board; b) Manage and preside over meetings with Political Directors, (c) Uphold the responsibilities prescribed to Caucus Chairs in the DSCC bylaws, and (d) Direct activities of the Executive Committee and Officers-at-Large. The Chair shall be the DSCC Executive Committee representative to the Caucus.

2. **Vice Chairs:** The Vice Chairs shall consist of one individual from the Northern Region and one from the Southern Region of the State of California. Vice Chairs must have their primary residence within the region for which they are elected. The Vice Chairs' responsibilities shall include, but not be limited to, the following: (a) assist the Chair to fulfill the responsibilities of the Black Caucus Executive Committee and its Committees; (b) Maintain consistent contact with the Chairs and Vice Chairs of all Committees; (c) Have bi-monthly conference calls, and perform other duties as assigned by the Chair. Vice Chairs shall assist the Chair in carrying out the Chair's official duties in the absence of the Chair. In the absence of the Chair, the Northern Vice Chair shall substitute as Chair if an even numbered year, and the Southern Vice Chair shall substitute as chair if an odd numbered year.

3. **Recording Secretary:** The Recording Secretary shall be responsible for taking and maintaining the minutes of all meetings and conference calls of the Black Caucus and the Executive Committee and disseminate minutes no later than five (5) days after aforementioned meetings, pursuant to Article VII, Section (A)(B). Other official duties shall be to: (a) maintain a current list of Black Caucus members; (b) be responsible for archiving documents and actions of the Black Caucus including election ballots, minutes and agendas of meetings, rules of order and standing resolutions, (c) keep records of the Black Caucus action items and maintain records in a Google Document; (e) Maintain and publish a copy of the Bylaws quarterly; (f) Maintain rosters of committee and standing committee membership; (g) perform other duties as the Executive Committee directs, and (h) shall perform any other duties requested by the Chair. The



Recording Secretary and Treasurer shall be duly responsible for member registration at Conventions and Executive Committee meetings as well as keeping a full membership roster and confirmation of current voting Caucus members, pursuant to Article V, Section V.

4. **Corresponding Secretary:** The Corresponding Secretary shall be responsible for the general correspondence of the Black Caucus, including official Caucus communications by fliers, email and U.S. Postal mail, and: (a) write all correspondence requested by the Chair or Vice-Chair, (b) respond to letters and or emails to the Black Caucus; (c) send out meeting and event notices, (d) and post and update all social media information in conjunction with the **Chair of Communications**, if and when there is a Communications Chair, and (e) any other duties as requested by the Chair.
5. **Treasurer:** The Treasurer shall be the custodian of all funds of the Black Caucus consistent with the procedures of the DSCC and shall maintain a record of members who have paid or had waived Caucus dues, and shall work with CDP staff charged with keeping a record of online payments. The Treasurer shall also: (a) maintain adequate records of Black Caucus finances, (b) prepare and submit reports within thirty (30) days at the end of each meeting and monthly upon the CDP adding the information into the caucus google document, (c) submit budget and finance reports as required by the Bylaws of the Caucus and the DSCC, (d) serve as a member of the standing committee on Budget; if and when there is a Budget Committee (e) be one (1) of the two (2) signatories on the account, and (f) prepare and submit a quarterly report in coordination with the CDP, and (g) perform other financial duties requested by the chair. The Treasurer and Recording Secretary shall be duly responsible for membership registration at Conventions and CDP EBoard meetings as well as keeping a full membership roster of current voting Black Caucus members.
6. **Parliamentarian:** The Parliamentarian shall be the authority for procedural issues except as otherwise provided in Article VII, Section F of these Bylaws, especially with respect to Robert's Rules of Order, Newly Revised.



Section E: DUTIES - At-Large/Northern and Southern Political Directors.

Northern and Southern Political Directors shall be At-Large Directors and not members of the Executive Committee. Northern and Southern Political Directors shall be appointed by the Chair. Political Directors shall be two individuals, neither of whom identify as the same gender. Vice Political Directors, if necessary, shall be two individuals, neither of whom identify as the same gender. Persons of the same gender may not serve as a Political Director or a Vice Political Director in the same region. Political Directors shall serve as Senior Representatives in their respective regions. These responsibilities shall include, but not be limited to, the following:

1. Organize and work with Members in their respective Regions as set forth in these Bylaws;
2. Directly work with the respective Vice Political Director in their Region, based on the Counties in the region, Assembly Districts or CDP Regions,
3. act as point persons for communicating events and organizing direct actions to and from the Caucus, for membership recruitment, and assistance in organizing and carrying out activities of the Caucus, and in performing duties as deemed necessary by the Chair;
4. report activities in their respective Regions to the Board at least once a month and to their Regional Members at all Membership meetings and Caucus Regional Meetings, and
5. Convene Caucus Regional meetings once a calendar month, either in person or via conference call or electronic conference device, to carry out the organizing activities of the Black Caucus.

Section F. JURISDICTION - At-Large/Northern and Southern Political Directors.

The jurisdictions of the Southern and Regional Political Directors shall be as follows:

1. The Southern Region shall comprise Imperial, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Luis Obispo, San Diego, Santa Barbara and Ventura counties.
2. All counties not included in the Southern Region shall comprise the Northern Region.



Article IX: Eligibility For Elected Office

Section A. STATEMENT OF ELIGIBILITY.

1. Any member of the Black Caucus regardless of sex shall be eligible for an elective office in the Black Caucus, except as otherwise specifically identified in this Article IX, Section A.
2. Candidates for the office of Chair of the Caucus must be a member of the Black Caucus, and must be a member of the DSCC at the time of their notice of intent to run for the position.
3. Any person eligible to run for any elected position on the Executive Committee must be a member of the Black Caucus and must have served as a DSCC delegate for at least thirty (30) days.
4. Any person eligible for any appointed position on the Executive Committee must be a member of the Black Caucus and must serve as a DSCC delegate, except as specified in this Article IX, Section A.

Section B. VOTING MEMBERS.

All Officers of the Executive Committee shall be voting members of the Executive Committee: Caucus Chair, two (2) Vice Chairs, Treasurer, Recording Secretary, Corresponding Secretary and Parliamentarian.

Article X: Term of Office

The term of office shall be two (2) years from the time of the election and installation unless as otherwise provided in these Bylaws.



Article XI: Vacant Office

Section A. VACANCIES.

A vacancy in any elected office will be filled by Special Election only in the case where the unexpired term in question exceeds six months. In cases where the unexpired term equals six months or less, the Vice-Chair will fill a vacancy in the Chairperson's office, consistent with Article VIII, Section D (2). All other offices will be filled by appointment of the Executive Committee, except where the office is appointed by the Chair, pursuant to Article VIII, Section A(1), with the advice and consent of a voting majority at the next succeeding Caucus meeting. The above procedures will go into effect at the next regularly scheduled meeting of the caucus if the membership has been given notice of the proposed appointment.

Section B. ATTENDANCE.

1. Attendance at all scheduled Executive Committee meetings and Caucus Membership meetings whether in person or via other conferencing technologies is required of all Officers, except by prior approval of the Chair and/or Executive Committee.
2. If a Board member has a genuine scheduling conflict, and has notified the Chair at least forty-eight (48) hours in advance, an absence may be excused upon review and approval of the Chair and the Executive Committee.
3. In the case of an emergency, where the Officer is unable to notify the Chair of an absence in advance, all efforts should be made to notify as soon as possible.

Section C. Removal of Officers.

1. An Officer may be removed from office for cause by two-thirds (2/3) vote of the Executive Committee, excluding the Officer who is subject to the removal vote or, if appealed, by two-thirds (2/3) vote of the membership in



attendance at any scheduled Caucus Membership meeting if, during his/her term of office, said Officer:

- a. Violates, or fails to perform the duties of the office or fulfill responsibilities under these Bylaws or the Bylaws of the DSCC;
- b. Causes harm to the reputation and/or financial standing of the Caucus;
- c. Publicly gives support to candidates not being considered by CDP.
- d. Engages in conduct or behavior that would cause embarrassment, demeans or damages the reputation of the Caucus;
- e. In any way causes harm or disruption to the Caucus, or by acting in a manner contrary to the stated goals of the Caucus; or
- f. Threatens, assaults or stalks as defined by applicable California and United States law or otherwise causes physical harm or harassment to another officer or other Caucus member.

2. **Procedure for Removal by Vote:** In the event the removal is for reasons stated in Section E(1) above, an officer may be removed by the following procedure: A petition may be brought by no fewer than ten (10) Members of the Black Caucus, or by a minimum of three (3) members of the Executive Committee and shall be submitted to the Chair, or the Chair Pro Term, in the case of the Chair being the accused Officer, who will notify all members of the Executive Committee, including the accused Officer, of the charges. The Executive Committee, excluding the Officer who is subject to a removal vote, shall then determine whether the charges and the evidence supporting the charges are sufficient to justify proceeding against the Officer.

- a. If the Executive Committee finds, after a review, study and evaluation of evidence, that the evidence is insufficient to warrant or justify proceedings, the charges shall be dismissed by the Executive Committee and no further action will be taken regarding this matter;
- b. If the Executive Committee finds, after a review, study and evaluation of evidence, that the evidence is sufficient to warrant or



justify proceedings against the accused Officer, the Executive Committee shall hold a hearing, after due and timely Notice, to conduct a fact-finding hearing of the charges and the written response of the accused;

- c. Witnesses for both the petitioner(s) and the respondent(s) may give testimony at hearing;
- d. The hearing may be in person or via other conferencing technologies, consistent with CDP Bylaws Article XIII and the CDP Open Meetings policy statement.
- e. After submission of all the evidence and the proper deliberations thereon, the Executive Committee will make ultimate resolution of the dispute;
- f. A two-thirds (2/3) vote, of those Executive Committee members present and voting shall be required to remove from office the Officer charged; and
- g. An Officer removed for cause is ineligible for reelection or reappointment to the Executive Committee for the remainder of the current term. After this minimum requirement has been met, eligibility may be restored by a two-thirds (2/3) vote of the Executive Committee.

3. **Reason for Automatic Removal:** An Officer will be automatically removed from office if, during his/her term of office, said Officer:
 - a. Ceases to be a registered Democrat;
 - b. Fails to pay or have waived Caucus membership dues. In the event of failure to pay or obtain a waiver of Caucus dues, the Secretary shall notify the Officer of a lapse by email and U.S. Postal Mail and the lapsed Officer shall be allowed thirty (30) days after Notice to remedy non-payment of dues or file for economic hardship. If the Executive Committee receives no response to the Notice, the Secretary shall certify that a Notice had been sent and not responded to, and that therefore, the fact of non-payment of Caucus dues or waiver is certified. Non-payment of Black Caucus



membership dues shall constitute automatic removal from office and require no further action, save for the cases of economic hardship;

- c. Has missed more than three (3) unexcused meetings, without prior approval, shall be considered voluntarily resigned and constitute automatic removal from office with no further action required. For purposes of determining absence, Executive Committee meetings must be duly noticed a minimum of twenty-four (24) hours in advance unless notice is waived by the Officers. Three (3) consecutive unexcused absences from scheduled and duly noticed Board meetings, whether in person or via other conferencing technologies, and/or from scheduled and Noticed Black Caucus Membership Meetings, or any combination thereof, shall be considered voluntary resignation.
- d. The Executive Committee shall make all reasonable efforts to accommodate all Officers when scheduling meetings.

4. Procedure for Removal of Officer due to Absence

The Secretary must give advance Notice to the Officer that their next absence of a duly noticed will result in automatic removal and considered a voluntary resignation, pursuant to Article XI, Section C(3)(c). The Caucus Secretary shall certify the nonattendance. The Chair shall announce the pending removal into the Minutes at a scheduled meeting of the Executive Committee. Removal becomes automatically effective upon Notice in the Minutes by the Chair. The Executive Committee may waive an automatic removal in the case of absence, on an individual case-by-case basis, by unanimous vote of the remaining Executive Committee Members present and voting at a scheduled meeting.

Article XII: Appeal

Section A. APPEAL FOR REMOVAL.



Dissatisfaction with the resolution of a dispute decided by the Executive Committee may be appealed to the entire Black Caucus, except as otherwise specifically identified in Article XI, Section C (3).

ARTICLE XIII: Committees

There shall be two (2) types of Committees: Standing Committees and Ad-Hoc Committees:

Section A. STANDING COMMITTEES.

1. **Definition of Standing Committees.** Standing Committees are long-term and have a specific set of requirements and responsibilities that may include the assignment of an Officer's responsibilities. The Standing Committees of the Caucus are ByLaws, Resolutions, Legislative, Communications and such other Committees as the Board may form.
2. **Dissolution or Termination of Standing Committees.** Standing Committees shall be dissolved for one of two reasons: a) if the Committee's Membership determines the Committee's purpose has concluded, or b) upon a simple majority vote of the Executive Committee.

Section B. AD-HOC COMMITTEES.

1. **Definition of Ad-hoc/Special Committees.** Ad-Hoc or Special Committees have a limited term and have responsibilities over an issue or event that will expire.
 - 2.1. **Forming Ad-Hoc Committees.** An Ad-Hoc Committee may form if ten (10) Black Caucus members in good standing come together around a specific, limited-term purpose, and such members must write and sign onto a formal proposal, for the proposed Ad-Hoc Committee, to be sent to the Executive Committee. The proposal must include the purpose or mission of the Ad-Hoc Committee, a preliminary strategy and a timeline. The Chair must sign onto the formal proposal before being considered by the Executive Committee. To be ratified, a proposal shall require approval by a simple majority vote of the Executive Committee.



2.2. **Operation and Scope of Ad-Hoc Committees.**

- a) The organization and operation of an Ad-Hoc Committee shall be based on the terms laid out in the approved proposal.
- b) The Sponsoring Officer shall report on Ad-Hoc Committee progress during Executive Committee meetings.
- c) All official meetings of the Ad-Hoc Committee, whether in person or over other conferencing technologies, must have recorded minutes. These minutes shall be submitted to the Caucus Secretary to be stored along with other caucus documents.

2.3. **Dissolution and Termination of Ad-Hoc Committees.** The approximate expiration date shall be determined by the Executive Committee when the Committee is formed. Ad-Hoc Committees may be disbanded or extended at any time by a majority vote of the Officers present at any regularly scheduled Executive Committee Meeting.

- a) Committee Members must be Members in good standing of the Caucus.
- b) A person should be a member of the Black Caucus for at least one (1) year to Chair all Black Caucus Committees. A DSCC Delegate or a Community Member can be appointed to serve on a Committee, who has been a member for at least Thirty (30) days; Committee Chairs and Vice Chairs shall be appointed by the Caucus Chair; Committees will report directly to the Vice Chair, and each Committee shall have no less than five (5) members.

Article XIV. Endorsements and Resolutions

Section A. ENDORSEMENTS.

The Black Caucus, as a body constituted within the CDP and subject to its Bylaws, shall make no independent endorsement of any candidate for Federal, State or Local public office or make any independent endorsement of any Federal, State or Local ballot measure, unless that candidate or ballot measure has been endorsed by the CDP through its endorsement process. This shall not bind any member of the Black Caucus from making an individual public endorsement of any candidate or ballot measure,



whether endorsed or not endorsed by the CDP. Members of the Caucus, who are also members of the DSCC, should take note of Article II, Section 9 of the DSCC Bylaws before acting in reliance upon the permissions granted herein by the Black Caucus so far as its authority extends.

1. Where a Federal, State and Local candidate or ballot measure has not yet sought or received the official endorsement of the CDP, the Black Caucus shall recommend for endorsement any Federal, State or Local ballot measure to the CDP that (a) qualified for the ballot by the appropriate qualifying authority; and (b) to the extent that the recommendation of endorsement shall be made before the CDP endorses.

2. Any position taken by this Caucus on any Federal, State or Local candidate or ballot measure may be superseded by any final action of the CDP.

Section B. RESOLUTIONS.

The only Resolutions that shall be brought forward for passage by this Caucus shall be resolutions on issues affecting the Black Community.

1. Introduction of Resolution. The following shall govern the submission of resolutions:
 - a. All resolutions must be typed;
 - b. Proposed resolutions must be provided to the Chair at least twenty-one (21) days in advance of the meeting at where it is to be considered.
 - c. Submission may be made via email or postal mail; and
 - d. Whereas clauses must be limited to three or less and resolved clauses to two or less.
 - e. All resolutions must contain an “action clause” indicating the action requested.
2. The Executive Committee shall:
 - a. Consider only those resolutions submitted by a Member in good standing of the Black Caucus.
 - b. Combine similar resolutions by re-writing;
 - c. Reject resolutions which repeat past positions unless substantially new actions are proposed;



- d. Notice the membership no less than seven (7) days prior to the membership meeting where the resolution will be presented for a vote. Notice shall include a full copy of the resolution to be proposed.
- e. Except upon two-thirds (2/3) majority vote of the Executive Committee, the Executive Committee shall not consider any resolutions not in conformity with the foregoing rules.
- f. Except as otherwise provided below, a resolution must first be presented to the Executive Committee.

Section C. PASSAGE OF RESOLUTION.

1. A resolution approved by the Executive Committee shall be brought up automatically for consideration as part of the Board Report at the next meeting of the Caucus;
2. A resolution not approved by the Executive Committee must be signed by twenty-five (25) members before the resolution can be brought to the floor. These resolutions shall be considered during presentation of the report of the Board at the next meeting of the Caucus; and
3. No resolution shall be passed except upon sixty percent (60%) affirmative vote by Members in good standing present and voting at a scheduled Black Caucus meeting.

Article XV. Interpretation of Bylaws

Section A. QUESTIONS CONCERNING INTERPRETATION.

1. Questions of interpretation of these Bylaws, arising other than in the course of the meeting or requiring resolution during the course of the meeting, may be appealed in writing to the Black Caucus Executive Committee who shall render its decision. The Parliamentarian shall advise the Executive Committee in such matters.
2. Questions of interpretation of these Bylaws requiring resolution at a meeting may be appealed orally or in writing to the Parliamentarian.



Section B. DECISIONS REGARDING INTERPRETATION.

Decisions of the Executive Committee concerning interpretation of these Bylaws may be appealed to the membership. A vote of two-thirds (2/3) of Members in good standing present and voting is required to overturn the decision of the Executive Committee.

Section C. NON-INTERPRETATION IN BYLAWS.

Any issues not covered by these Bylaws shall be governed by the Bylaws of the CDP. In case of conflict in the Bylaws, the CDP Bylaws shall govern.

ARTICLE XVI: CODE OF CONDUCT.

Section A. ADOPTION OF THE CODE OF CONDUCT OF THE CDP

The Black Caucus recognizes and adopts the CDP Convention Code of Conduct (herein after “CDP Code”) outlined on the party web page under CDP Code of Conduct Resource Page, stating: “The California Democratic Party is committed to providing a welcoming, respectful, friendly, safe, supportive, and harassment-free environment for members, employees, and all others associated with the CDP.” Specific issues outlined on the CDP webpage to Code of Conduct and Structure for Sexual Misconduct and Harassment A copy of the current CDP Code is appended to these by-laws and if hereafter amended by the CDP, the amended CDP Code shall be considered to: 1). Have superseded the version appended hereto, and, 2). Be operative as if appended hereto.

Section 2. APPENDING OF AMENDED CDP CODES. At the earliest possible convenience, the current CDP Code shall be appended to these bylaws, without need for further action by This Caucus.

Section 3. VIOLATIONS. Any violation of the Code shall be considered a violation of the Black Caucus bylaws and shall subject the officer/member to disciplinary actions by the CDP or any of its constituent parts.



Section 4. Availability. Copies of the Code shall be: 1). Made a part of the notices of any and all meetings of this Caucus by inclusion of an appropriate link, and, 2). Made available to members attending such meetings by the officer responsible for check in.

Article XVII. Anti-Discrimination Provisions.

The Black Caucus is committed to non-discrimination on the basis of race, color, creed, class, national origin, sex, age, religion, ethnic identity, ethnicity, language, culture, sexual orientation, gender, gender identity, economic status or disability as defined by the Americans with Disabilities Act of 1990 or any other factor unrelated to membership and the mission of the Caucus. Any conduct by any official or official body of the Black Caucus contrary to this non-discrimination commitment should immediately be brought to the attention of the Board.

Article XVII. Previous Bylaws

Any and all Constitutions and/or Bylaws heretofore governing this Caucus are hereby superseded by these Bylaws.

Taisha Brown-Chair

Kendra Lewis-Vice-Chair

Corey Jackson-Parliamentarian

Lorrie Brown-Recording Secretary

Shay Franco-Clausen-Corresponding Secretary