

REPORT OF THE CALIFORNIA DEMOCRATIC PARTY RULES COMMITTEE'S
SUBCOMMITTEE ON CAUCUSES

TO: Rules Committee, California Democratic Party

FROM: Laurence Zakson, Chair, and Jimmie Woods Gray, Vice-Chair, Subcommittee on
Caucuses

RE: Recommendations for Recertification of the 19 CDP Caucuses

DATE: July 10, 2023

The Subcommittee on Caucuses has thoroughly reviewed the applications for recertification of the 19 existing CDP Caucuses.

The Subcommittee applied the traditional criteria that in order to be recommended for full recertification, the Caucus must be in substantial compliance with all CDP Bylaws and the Guidelines for Certification/Recertification/Decertification of the CDP Rules Committee. Additionally, for the first time this cycle, the Subcommittee required that the Caucus Bylaws conform to the template Caucus Bylaws promulgated by the CDP Rules Committee.

In order to be recommended for provisional recertification, the Caucus must have timely submitted substantially all required materials and must have, by the time of this report, have submitted all required materials. The submitted materials must clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/Decertification of the CDP Rules Committee, and the Caucus Bylaws must demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance.

In order not to be recommended for recertification of any kind, the Caucus must either have failed to submit all required materials by the time of this report and/or the submitted materials must not evidence a good faith effort to comply with/conform to the CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and/or the required elements of the template Caucus Bylaws promulgated by the CDP Rules Committee.

1. We are pleased to report that no Caucuses failed to qualify for some type of recertification.
2. The only Caucus found to qualify for full recertification is the Arab American Caucus.

A draft "Notice of Finding by the CDP Rules Committee of Qualification for Full Recertification" is attached for approval. Because the standard applied was "substantial compliance," please note that this Notice allows for the correction of formatting and numbering issues and a non-substantive change in Article VII.C of the Caucus Bylaws. It also notes a typographical error. The Notice states that if these issues are not promptly

corrected, the Subcommittee may recommend that the Rules Committee reconsider the matter and take appropriate corrective measures.

3. Those Caucuses found not to qualify for full recertification, but, nonetheless, to qualify for provisional recertification are:

- AAPI
- Black
- Chicano Latino
- Children's
- Computer & Internet
- Disabilities
- Environmental
- Filipino American
- Irish American
- Labor
- LGBTQ
- Native American
- Progressive
- Rural
- Senior
- Small Business & Professionals
- Veterans
- Women's

A draft "Notice of Finding by the CDP Rules Committee of Qualification for Provisional Recertification and of Recertification Requirements for Not Yet Satisfied, the Satisfaction of Which is Required for Full Certification" is attached to this report for approval.

The issues with the Chicano Latino Caucus Bylaws were significant. Because of the time constraints applicable to getting out a Notice of the Rules Committee's recommendation, this draft Notice to this Caucus identifies the requirements not yet satisfied, but states that given the pervasive nature of the failures to conform to the template, the listing may not be complete and may need to be augmented when the Bylaws are conformed to the numbering, structure and content of the template.

Subcommittee Members:

Jose Alcala
Kathy Bowler
Izeah Garcia
Olivia Lee
G. Anthony Phillips
Garry Shay
Nick Schultz
Jimmie Woods Gray, Vice-Chair
Laurence Zakson, Chair

[draft] NOTICE OF FINDING BY THE CDP RULES COMMITTEE
OF QUALIFICATION FOR PROVISIONAL RECERTIFICATION AND
OF RECERTIFICATION REQUIREMENTS FOR NOT YET SATISFIED,
THE SATISFACTION OF WHICH IS REQUIRED FOR FULL CERTIFICATION

TO: Officers of the AAPI Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Caucus Bylaws provide in Article IV.C for an option to pay biennial dues, which is inconsistent with the requirement that all dues be for the calendar year or lifetime.
2. The Bylaws also have provisions at VI.F.4 and VI.I (both of which define vacancy) which are not in the template. These must be deleted.

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TO: Officers of the Black Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Statement of Purpose and Intended Activity, and Means of Accomplishing Same has objective, but not measurable goals. Measurable goals need to be added.
2. The Officer Roster is missing the street addresses of the newly elected officers.
3. The Application is missing the signature of, and certifications by, the Caucus Chair.
4. The Bylaws need to better conform to the template and have serious issues of non-compliance.
 - In general, Article II needs to be retitled to conform to the template and the content needs to be conformed to the wording and structure of the template.
 - Article II.A.6 was substantively changed and must be conformed to limit calls on the Party to take action to be consistent with the template requirements.

- In Article III, Sections A and B need to be conformed to the wording and structure of the template. The voting eligibility in Section B is inconsistent with the not later than 35 days before the election meeting requirement.
- In Article IV, Section A is substantively different from the template and does not require the clearance of Caucus communications required under the template.
- Article IV.B of the template is missing and the balance of the Article needs to be renumbered and conformed to the template. In particular, the dues year should be the calendar year.
- The wording in Article IV.C varies from the template and needs to be conformed.
- In Article VI, Sections A-C need to be conformed to the template.
- In Article VI.E, the range for a quorum is from the template, but the Caucus needs to select and specify the quorum requirement.
- In Article VII, the Outreach and Engagement Committee is improperly structured. Ex officio vice-chair membership does not belong in Section A.1, but in Section C. The Chair must be appointed.
- The Committees other than Election Committee need to be specified in Section C, not Section A.
- The Election Committee language needs to be conformed to the template.
- Section C needs to be added back in and the balance of the Sections renumbered accordingly.
- In Article VIII, the language in Section A regarding the Chair must be conformed to the template.
- In Section B, the Principal Vice-Chair is also described as the “Primary” Vice-Chair, although the office is described as “Principal Vice-Chair” elsewhere. There needs to be a single title used consistently throughout the bylaws.
- Also in Section B, the Principal Vice Chair should be described here and the Regional Vice-Chairs should be described as a separate office.
- The lettering and numbering throughout Article VIII need to be conformed to the template.
- The duties of the Corresponding Secretary need to include compliance with the notice requirements for email and USPS delivery.

- In Article IX, the numbering and content need to be conformed to the template.
- In Article X, Section A needs to provide that the election is the first item of business after approval of the credentials report.
- Article X.B needs to be conformed to the template.
- The balance of Article X needs to be numbered and lettered to correspond to the template.
- In Article XI.A, the wording needs to be conformed to the template.
- Article XI.D needs to be added back in.
- In Article XII, the entire article has wording and numbering inconsistent with the template. It needs to be conformed to the template. In particular, the number of days specified in Section B for the nomination period should be 21, not 20 and the close of nominations needs to be specified as being “as of 28 days before” the date of the meeting at which the election is to be conducted.
- The Section on casting of electronic ballots needs to be added back in.
- In what is now Section E, the options for how to deal with elections (majority or plurality and runoff) are accurate, but the Caucus needs to select the option and describe it here.
- In Article XIII, the numbering needs to conform to the template and the language regarding the posting of meeting notices needs to be inserted.
- In Article XIV, the numbering needs to be conformed to the template.
- In Article XV, the wording needs to be conformed to the template.
- In Article XVI.A, the wording needs to be conformed to the template.
- In Article XVIII, the wording and numbering needs to be conformed to the template.

[draft] NOTICE OF FINDING BY THE CDP RULES COMMITTEE
OF QUALIFICATION FOR PROVISIONAL RECERTIFICATION AND
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THE SATISFACTION OF WHICH IS REQUIRED FOR FULL CERTIFICATION

TO: Officers of the Children’s Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus’ application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- In Article II.A, Sections 3.d and 5.c need the language conformed to the template.
- Article II.C needs to be deleted or made a part of II.B.
- In Article IV.C, the language must be changed to delete the language suggesting that dues amounts may be set or increased without a Bylaws amendment.
- In Article IV.D, the language must be conformed to the template. The 7-day rule for waiver requests is fine.
- In Article VI, the numbering must be conformed to the template.
- In Article VII.C, since there are no other standing committees, it should state, “There shall be no other standing committees.”

- In Article VIII.B.2, there are no “alternates” to the state Executive Board, the individual can be designated to serve as the “proxy” provided that any appropriate proxy paperwork is completed. The language needs to be modified to reflect this.
- In Article VIII.C, the duties regarding communications must include assuring compliance with notice requirements.
- The formatting and numbering of Article X after Section D needs to be adjusted.
- In Article XII, the numbering needs to be conformed.
- Subsection I of Article XII.F.5 needs to be deleted the word “and” inserted between Subsections g and h and removed at the end of Subsection h.

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TO: Officers of the Computer & Internet Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The officer and member rosters only contain street addresses and no phone numbers or email addresses. This is not consistent with the rules. These must be updated.
2. The Code of Conduct is not appended to the Bylaws.
3. The following Bylaws provisions need to be conformed to the template.
 - The attribution of dues from one calendar year to another in Article IV, Section C.3 is not allowed. C.3 may only allow proration.
 - The acceptance of affiliated club or organizational dues is not allowed. Article IV.C.6 must be deleted and the balance renumbered accordingly.
 - In Article IV.D.2 "no later than 10 or less days prior to the meeting" doesn't make sense. It should say "no later than 10 days" or some other number of days less

than 10.

- In Article VI.E, the words “of which” in the first sentence do not make sense. They should be deleted.
- In Article VII, the Sections from C onward need to be conformed to the numbering in the template.
- In Article X, since there are no geographical or gender balance requirements, reinsert C and state, “Except for the gender balance rules for the Election Committee, this Caucus has no geographical or gender balance prerequisites to run for Caucus office.” The balance of the Article needs to be renumbered to conform to the template.
- In Article XII.H, the Caucus must decide whether in offices to which only one candidate is elected, the election is by plurality or majority and, if by majority, which of the listed runoff options to select.
- In Article XIII.F, notice by posting only is not a permissible form of notice and the words “or posting” must be deleted.
- Article XVI does not conform to the template in formatting or numbering. It must be conformed.
- The Caucus uses the phrase CDPCIC to describe this Caucus throughout the Bylaws. This is not permitted. The Bylaws should be amended accordingly.

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TO: Officers of the Disabilities Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in the Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- The numbering of articles, sections, subsections and sub-subsections has been altered. These need to be conformed to the template. Because of the numbering issues, there may be cross-reference discrepancies, but it is difficult to tell until the sections are renumbered.
- In Article II, Sections A.3-A-5 need to be renumbered.
- Article III is missing headings, for example for Section B, and needs to be conformed to the template. Also, the text is not in the order set forth in the template making it difficult to assure that all required content is included unchanged.
- It is not clear what the word “(check)” in Article IV.C.3 is referencing, but it is unnecessary and should be deleted. All of Article IV and its subparts need to be renumbered to follow the template.

- In Article VI.G, the Principal Vice-Chair is also described as the First Vice-Chair. The same title must be used throughout the bylaws. The preferred title is Principal Vice-Chair, but consistency is what is required.
- Article VII needs to be renumbered to be consistent with the template.
- In Article VII, Section C must be reinserted and the balance of the Sections re-lettered to conform to the template. Section C is where the names and duties of the Legislation, Membership and Accessibility Committees should be listed.

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TO: Officers of the Environmental Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in the Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- The items in Article II.A.1 must be moved to Article II.B and the language conformed to the template language. The balance of Article II needs to be renumbered to conform to the template.
- In Article IV.C, the reduced dues need to be item 6 and all lifetime dues need to be in C.7 (since there are 2 levels, there can be 2 subparts if preferred).
- Article VI.A does not conform to the template and does not have the required elements of the template. It needs to be reworked.
- The contents of the first Article VI.B need to be in Article VIII (the template version of which is missing) in the order set forth in the template and with the required content. Among the major issues here is that it is not possible to identify the First Vice-Chair.

- In Article VI.F, Subsection 4 needs to be deleted.
- In Article VI.F, it is not possible to determine who the First Vice-Chair is and the last sentence needs to take account of the First Vice-Chair.
- In Article VI.H, Subsection 3 needs to be deleted.
- Article VIII of the template is missing and needs to be reinserted. The balance of the Articles needs to be renumbered accordingly.
- In Article IX (which should be X), B, the references to mail should stay references to mail, not electronic mail.
- In article X (which should be XI), reference should be to voting by mail, not electronic voting.
- In Article XI (which should be XII, Section G should be reinserted and state, “There are no at large elections in this Caucus.” The balance of the Article should be renumbered accordingly.
- In XI.K (which should be XII.K), the reference to electronic voting should be deleted. It may be an appropriate accommodation, but the language needs to conform to the template.

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TO: Officers of the Filipino American Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Roster of Officers lacks the officers' street addresses.
2. The "Statement of Purpose and Intended Activities, and Means of Accomplishing Same" does not include objective, measurable goals.
3. The Bylaws do not conform to the template in several ways.
 - The wording of Bylaws Section II.A does not conform to the template. It should be modified.
 - Article IV. Section C.5 provides for biennial dues. Dues must either be lifetime or for the calendar year. This should be deleted and the balance renumbered accordingly.

- Article VI.E requires a choice of quorum requirements. The options listed are correct, but the Caucus must select one and put it in the Bylaws.

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TO: Officers of the Irish American Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- Article II, Section B needs to be cleaned up. This can be best done by deleting the brackets and the words, "as applicable" and "as follows."
- In Article VII, Section C needs to be reinserted and the balance of the Article renumbered to conform to the template. Section C can read, "There shall be no other standing committees."
- In Article X, Section C needs to be reinserted and the balance of the Article renumbered to conform to the template. Section C can read, "Except for the gender balance rules for the Election Committee, this Caucus has no geographical or gender balance prerequisites to run for caucus office."
- In Article XII, Section H the Caucus must decide whether for offices to which only one candidate is elected, the election is by plurality or majority and, if by majority, which of the listed runoff options to select.

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TO: Officers of the Labor Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Roster of Officers needs the street address of the officers.
2. In the Bylaws, there are two items to be corrected.
 - at Article XII.H require a decision whether the officers in offices for which only one candidate is to be elected to that office are to be elected by plurality or majority and, if a majority, the applicable runoff language.
 - In Article XVIII, there is no Bylaws Committee and so the Bylaws Committee language should be deleted from Section A.

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TO: Officers of the LGBTQ Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Bylaws need to be corrected in order for your Caucus to be fully recertified.

- In Article IV.D.2, the Caucus needs to decide the dues waiver deadline and amend the bylaw to specify what is chosen.
- In Article VI.G.1, there is a provision relating to the order of succession to the Chair for at-large board members. The sentence as written is not clear. It should be clarified.
- In Article VIII, Section C should be reinserted. Because there are no other standing committees, it should read, "There shall be no other standing committees." The balance of that Article needs to be re-lettered in accordance with the template.
- In Article XI.A, there is an extra sentence about a coin toss in the event of a tie after both Co-Chairs vote. It should be deleted. Under the rule announced in the first sentence, if there is a tie after both Co-Chairs vote, the matter does not pass.

- In Article XII, the numbering needs to be conformed to the template.
- In Article XIII.H, the Caucus needs to decide whether offices to which only one candidate is elected are decided by majority or plurality and, if by majority, which of the listed options for a runoff to follow.

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TO: Officers of the Native American Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following item in your Bylaws needs to be corrected in order for your Caucus to be fully recertified.

- In Article VIII, Section C.2, the Secretary needs to be charged with insuring compliance with notice requirements for email and US Postal Service delivery of official communications.

[draft] NOTICE OF FINDING BY THE CDP RULES COMMITTEE
OF QUALIFICATION FOR PROVISIONAL RECERTIFICATION AND
OF RECERTIFICATION REQUIREMENTS FOR NOT YET SATISFIED,
THE SATISFACTION OF WHICH IS REQUIRED FOR FULL CERTIFICATION

TO: Officers of the Progressive Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Bylaws need to be corrected in order for your Caucus to be fully recertified.

- In Article IV.D.2, the waiver request deadline should be described as “close of credentialing at the meeting at which they seek to vote.”
- In Article VII, C from the template needs to be reinserted and the balance renumbered accordingly. Because there are no other standing committees, C should read, “There shall be no other standing committees.”
- In Article VIII.D, item 3 (responsibility for the list of voting members) must be reinserted. In the second D, which must be renumbered as E, the membership officer can assist with maintaining the list or maintain the list under the supervision of the Treasurer, but this is a Treasurer duty.
- In Article XII,E.4, the Treasurer either has coordinate responsibility for ensuring the supplemental notices go out or that phrase should be deleted, but it should not be included in brackets.

- In Article XII, there are two Sections F and they are not identical. They need to be consolidated into a single Section F that conforms to the template.
- Article XII.I needs to be lettered as “I.”

Also, please note that Article XII.K.2 needs a period at the end of the last sentence.

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OF QUALIFICATION FOR PROVISIONAL RECERTIFICATION AND
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TO: Officers of the Rural Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Roster of Officers does not contain the contact information for the officers.
2. The following Bylaws changes are required.
 - The language in Article II.A.1 needs to be conformed to the template.
 - In Article IV,C.4, the effective date needs to be eliminated.
 - The language in Article IV.D.2 needs to be conformed to the template.
 - In Article VI.A.1, the extra language needs to be deleted and the language conformed to the template.
 - In Article VI.A.2, the method of determining who is the Vice-Chair must be spelled out. It is insufficient to say that one of the regional chairs will be the vice-chair.

- In Article VI, Section E, the executive board quorum is required to be between 40% and 60% of the executive board membership. The number must be revised to be in the permissible range.
- In Article VII.B, the selection and composition of the Election Committee must be as set forth in the template. The language needs to be conformed to the template.
- The formatting of Article VIII needs to be adjusted.
- In Article VIII, Section B.1, Executive Board members are represented, when they cannot attend a meeting by a proxy after completion of appropriate proxy paperwork. The Bylaws cannot provide for what is effectively an alternate or waive any proxying requirements. The Bylaws may state that the Chair shall name the vice-chair as the executive board proxy when the chair is unable to attend and the vice-chair is.
- In Article VIII, the Secretary at Section C (or the Communications Officer – who is effectively a corresponding secretary – at Section E.1) must be charged with assuring compliance with the notice requirements for email and US Postal Service delivery of official communications.
- In Article IX.B.1, there cannot be additional or new grounds for suspension. Items B.1.d & e must be deleted.
- In Article X, Section B, the language must be conformed to the template.
- In Article X.C, regional residency cannot be “defined” as the address at which the individual is registered or pre-registered to vote as individuals who intend to register as Democrats but cannot are eligible for office and also need to be afforded the opportunity to run.
- The language regarding the nomination form in Article X.D needs to be conformed to the template.
- The words “or online” in Article XI.B need to be deleted.
- The language in Article XII.E.1 needs to be conformed to the template.
- The language in Article XII.F.2.d needs to be conformed to the template.
- In Article XII.G, at large races must be decided by plurality. The language must be conformed to the template.
- In Article XII.H, only the Chair may be selected by IRV. For other races in which only one candidate is to be elected to the office, the election must be by plurality or majority and, if by majority, one of the listed runoff options must be selected.

- In Article XIII, Section A, the language must be conformed to the template.
- Article XIII.F is not in the template and must be deleted.
- Article XIV.F must be deleted as Caucuses cannot make independent endorsements of their own.
- Article XVIII.F is not in the template and must be deleted.

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TO: Officers of the Senior Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- In Article II of the Bylaws, the substantive content of Section A.1 can be moved to B and A.8 needs to be deleted. The numbering needs to conform to the template.
- In Article III, Subsections A.1(b) & (c) need to be stricken and the rest of the numbering conformed.
- Section III.B needs to be conformed to the template and Section III.C does as well. Section III.C.2 needs to be deleted.
- In Article VI.A, the formatting needs to be fixed.
- The new content in Sections F, H and the second D needs to be deleted and the entirety of Sections C to the end of Article IV needs to be conformed to the template. In addition,

there are two lifetime dues amounts. This is either an error or they need to somehow distinguish them. This can be done by making them subparts of the lifetime dues section.

- Article VI needs template section B added back in and the rest must be renumbered and reformatted to conform to the template.
- The new Article VI.H needs to be deleted and this information can be moved to Article VI.A.5, where it belongs.
- In Article VII, Article VII.F needs to be reformatted and renumbered to conform to the template.
- In Article VIII, Article VIII.B.1 says that one of the regional vice-chairs will be designated as principal vice-chair but doesn't say by whom, when or how. This needs to be fixed.
- The Chair emeritus/emerita needs to be added to VIII.D.
- In Article X, the regions need to be listed again in Article X.C.
- In Article XI, Section B needs to be conformed to the template and Section D must be added back in.
- In Article XII, the contents of A-D have been renumbered; they need to be conformed to the template. Article XII.E needs to be conformed to the template.
- Article XII.H & I list options, but don't decide whether the officer elections are by majority or plurality and how to handle runoffs. This needs to be fixed.
- Article XII.J is misnumbered and needs to be conformed.
- Article XII.K needs to be renumbered and K.2 deleted.
- Article XII.L needs to be renumbered.
- Articles XIII & XIV need the numbering and lettering conformed to the template.

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TO: Officers of the Small Business & Professionals Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items need to be corrected in order for your Caucus to be fully recertified.

1. The Application has typed initials and names, not wet signatures. It needs to be resubmitted with wet signatures.
2. The membership roster should be resubmitted as an Excel spreadsheet as it is unreadable in the current format.
3. The following Caucus Bylaws issues need to be rectified.
 - The CDP Code of Conduct is not appended, as required.
 - In Article VI. Section A., the Principal Vice-Chair needs to be designated. It can say in A.2 & 3 "If this Vice-Chair is from the opposite region from the Chair, this Vice-Chair shall be Principal Vice-Chair." The wording can vary if clear and the Principal Vice-Chair is designated.

- In Article VI.E, the wording is not quite right, we think it means “at least one-third of which must be sitting officers.”
- In Article VI.G.1, it is not clear if the succession is Vice-Chair of the Region opposite the outgoing chair, Vice-Chair of the Region of the outgoing chair and then Secretary and then Parliamentarian or if the Vice-Chair of the Region of the outgoing chair is excluded from the succession.
- In Article VII, the numbering as of paragraph C (and what follows) must conform to the template.
- The two regions are not clearly defined in Article X.C. Please clarify.
- The formatting of paragraphs E & F of Article XII needs to be fixed.
- In Article XII, the Caucus needs to decide whether the elections for offices to which only a single candidate is elected are decided by majority or plurality and, if majority, which of the listed runoff options is applicable. We received informal communication that the Caucus prefers majority, but the language must conform to one of the options.
- The Bylaws refer to the Caucus as the SB&P Caucus. This is an impermissible difference from the template.

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TO: Officers of the Veterans Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- Article III, Sections A.1.3 and B, the wording is different from the template. The wording needs to conform to the template.
- In Article IV, section D.5.a, the wording needs to be conformed to the template.
- In Article VII.A, the wording needs to be conformed to the template.
- In Article VII, Section D needs to be deleted and the balance of the Article needs to be numbered to conform to the template.
- In Article VIII.A.2, the language needs to be conformed to the template.

- In Article X, all of the additional officers need to be specified in Section E and the numbering needs to be conformed to the template. This needs to be cleaned up. It can be best done by deleting the brackets and the words, "as applicable" and "as follows."
- In Article VII, Section C needs to be reinserted and the balance of the Article renumbered to conform to the template. Section C can read, "There shall be no other standing committees."
- In Article X, Section C needs to be reinserted and the balance of the Article renumbered to conform to the template. Section C can read, "Except for the gender balance rules for the Election Committee, this Caucus has no geographical or gender balance prerequisites to run for caucus office."
- In Article XII, Section H the Caucus may only have instant runoff voting for the Chair. The Caucus must decide which of the other listed runoff options to select for offices to which only one candidate is elected.

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OF QUALIFICATION FOR PROVISIONAL RECERTIFICATION AND
OF RECERTIFICATION REQUIREMENTS FOR NOT YET SATISFIED,
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TO: Officers of the Women’s Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus’ application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- In Article III. Section A, the text of A.1 needs to be conformed to the template, and subsection A.1.e needs to be deleted.
- In Article IV. Section A needs to be reformatted to conform to the template. In Section III.C, the reference to lifetime memberships in the first clause of the first sentence needs to be deleted because there are no lifetime memberships.
- In Article IV.D, the waiver deadline options are correctly stated, but the Caucus needs to pick one and put that in its bylaws.
- In Article VI.A.2, it is not clear what the second sentence means. It either needs to be rewritten or deleted.

- In Article VII, Section C needs to be reinserted. Since there are no standing committees other than election, it should read, “There shall be no other standing committees.” Although it says that elsewhere, this is where that statement belongs. Everything after the reinserted Section C needs to be renumbered to follow the template.
- In Article VIII.B, it says that one of the Vice-Chairs is designated as Principal. It is not clear if that means it is a separately elected office or one of the regional vice-chairs gets that title and, if it means the latter, it is not clear how that person is designated, by whom or when.
- In Article VIII, the numbering/lettering for additional officers needs to follow the template. In addition, the duties of the Corresponding Secretary should include assuring compliance with the notice requirements as specified in VIII.C of the template.
- The first two sentences of the paragraph under what is now VIII.M in Article VIII must be deleted.
- In Article X, everything after Section B must be reformatted and renumbered to match the template.
- In Article X.H, there is no gender balance rule and, so, reference to gender balance in the second sentence should be deleted.
- In Article XII.H, the Caucus must decide whether offices to which only a single candidate is elected are to be decided by plurality or majority and, if by majority, how (among the listed options) to run the runoff process.
- Article XXI.I has a little language discrepancy from the template. That needs to be conformed.

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TO: Officers of the Chicano Latino Caucus
FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee
RE: Notice re 2023-2027 Caucus Recertification
DATE: July 14, 2023

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This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus’ application for recertification for the 2023-2027 recertification cycle.

The Rules Committee has found that the Caucus has submitted all required materials. The submitted materials clearly demonstrate a good faith effort to comply with all CDP Bylaws, the Guidelines for Certification/Recertification/De-certification of the CDP Rules Committee, and the Caucus Bylaws demonstrate a good faith effort to conform to the template Caucus Bylaws promulgated by the CDP Rules Committee. However, despite that good faith effort, the materials do not achieve substantial compliance. Accordingly, while the Rules Committee cannot recommend your Caucus for full recertification at this time, the Rules Committee has found your Caucus to be qualified for provisional recertification.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.

The following items in your Caucus Bylaws need to be corrected in order for your Caucus to be fully recertified.

- The mission statement and Article I of the CLC Bylaws – Policy and Goals need to be deleted. These items should be part of the Statement of Purpose and Intended Activities, and Means for Accomplishing Same, not the bylaws.
- All numbering must conform to the template. None of it does.
- Article II should be Article I.
- Article III should be Article II and needs to be rewritten to conform to the template.
- Article IV should be Article III and needs a title that conforms to the template.

- Both Sections 1 of Article IV (which should be III) and Sections 2 through 5 need to be deleted.
- What is marked as Art. IV, Section B should be renumbered as Article III, Section A. What is marked as Art. IV, Section C should be renumbered as Article III, Section B.
- What is marked as the second Section B of Art. IV should be renumbered as Article III, Section C.
- Template Articles IV (Revenues, Disbursements and Dues), V (Organization) and VI (Identification of Officers and Executive Board; Duties and Quorum Requirements of the Executive Board) are missing or somewhere else. They need to be reinserted in the proper place and the language must conform to the template.
- What is marked as Article V should be deleted as meetings belong in Article XIII and virtually nothing here is in the template.
- What is marked as Article VI should be Article VII and entitled Committees. All of the language before Section A (which is marked as Sections 1 and 2) should be deleted.
- What is marked as Article VII should be Article VIII and the title should be conformed to the template.
- The paragraph before what is marked as Article VII, Section 1 should be deleted. The section marked as Article VII, Section 1 should be Art. VIII, Section A and the balance of the Article should be renumbered in conformity with the template.
- In what is marked as Section 2, the designation of one of the fourteen vice-chairs as First Vice-Chair is inadequate as it does not explain how, when and how that is disseminated.
- The election of officers by other than the membership at large is not permitted. The vice-chair voting needs to be modified accordingly.
- The officer language for Recording Secretary needs to delete the reference to a two-year term and conformed to the template.
- The Corresponding Secretary needs to be charged with assuring compliance with notice requirements as set forth in article VII.C of the template.
- The language in Sections 10 – 13 of this Article needs to be deleted.
- What is marked as Section 14 of this Article should be Article IX.
- What is marked as Article VIII should be Article X and the first paragraph before Section A should be deleted.

- The reference to the Principal Vice-Chair in what is marked as Article VIII, Section B should be to the First Vice-Chair.
- Article VIII, Section C is impermissible and should be deleted. Once correctly renumbered, this is where the geographical information for the regions should go.
- It is not clear what, if anything, is left of what is marked as “Section 1,” but it should be deleted.
- There are several pages of crossed out materials. These should be deleted.
- The Article marked as Article IX – General Policies should be deleted.
- Template Article XIII needs to be reinserted.
- What is marked as Article X needs to be renumbered as Article XIV, and Section E reinserted.
- Articles XV, XVI & XVII need to be reinserted in conformity with the template.
- What is marked as Article XI should be Article XVIII. What is there, is difficult to read with the cross-outs and must be conformed to the template.

Given the fact that the Bylaws do not in any way track the template, it is possible that other edits are required, but it is not possible to determine without the Bylaws being conformed to the order and numbering of the template.

[draft] NOTICE OF FINDING BY THE CDP RULES COMMITTEE
OF QUALIFICATION FOR FULL RECERTIFICATION

TO: Officers of the Arab American Caucus

FROM: Coby King & Valeria Hernandez, Co-Chairs, CDP Rules Committee

RE: Notice re 2023-2027 Caucus Recertification

DATE: July 14, 2023

This memorandum is official notice that the Rules Committee of the California Democratic Party has reviewed your Caucus' application for recertification for the 2023-2027 recertification cycle.

Based on its finding that your application materials and Bylaws substantially comply with the applicable CDP Bylaws and the Guidelines for Certification/Recertification/Decertification of the CDP Rules Committee, and that your current Caucus Bylaws conform to the template Caucus Bylaws promulgated by the CDP Rules Committee, the Rules Committee has found your Caucus to be qualified for full recertification for the 2023-2027 recertification cycle.

Despite this finding, there are several minor items that need to be corrected. If these issues are not promptly corrected, the Rules Committee may reconsider the matter and take appropriate corrective measures.

- In Article VII.C of your Caucus Bylaws, the second sentence is largely redundant of what is in Article VII.A.4, but it uses slightly different wording. The second sentence of Article VII.C must be deleted.
- The numbering/lettering/formatting of article VI, Article XI, Article XII.E, Article XII.F, Article XIII and Article XVIII must be changed to exactly match the template.

This recommendation will be forwarded to the CDP Executive Board for adoption at the general session on August 20, 2023.