CDP RULES PACKET
December 13, 2024

California Democratic Party Rules Committee Agenda
Friday, December 13, 2024, 3:00 PM

FULL PACKET CAN BE FOUND HERE: https://cadem.org/standing-committee/rules-committee/

I. Call to Order

II. Roll Call

III. Adoption of Meeting Agenda p. 2

IV. Review of Bylaws amendments to be considered on Saturday p. 3-4

- A. Amend Art. II, Sec 1 (a)(9)
- B. Amend Art VII, Section 2(f)
- C. Amend Art X, Section 3(a)(5)

V. Adopt Convention Rules and Tentative Agenda for 2025 May Convention p. 5-10

VI. Subcommittee Reports p. 11-39

- A. ADEMs Subcommittee p. 12-34
  - a. Oral report from Subcommittee on ADEMs
    Chair: King, Members: Fernandez, Bowler, Jaycox, Souza, Torello and Woods
- B. County Bylaws Subcommittee p. 35-37
  - a. Report from Subcommittee on County Bylaws
    Chair: Torello, Members: Glazer, Alari, I. Garcia, Gallotta, Jaycox, Narayana, Souza, Torres and Woods
- C. Chartered Organizations Subcommittee p. 38-39
  - a. Report from Subcommittee on Chartered Organizations
    Chair: Fernandez, Members: Narayana, Bitner, Harris, Glazer, James, Souza, Shay and Zernitskaya

VII. New Proposed Bylaw Amendments p. 40-51

- A. CDP Staff proposal to amend BOE District Endorsements And Delegate Representation
- B. CDP Staff proposal to amend Voting at Pre-Endorsing Conference (Electronic)
- C. CDP Staff proposal to amend procedures on Club Representatives for Pre-Endorsing Conferences

VIII. Compliance Review Commission (CRC) - Receive and File p. 52-56

- A. Mibs McCarthy against Monterey County Democratic Central Committee

IX. New Business

X. Adjournment

REVIEW OF BYLAWS AMENDMENTS TO BE CONSIDERED ON SATURDAY

MEMORANDUM

TO:	California Democratic Party (CDP) Executive Board
FROM:	CDP Rules Committee
DATE:	November 22, 2024
RE:	CDP Bylaw Amendments Recommended by CDP Rules Committee to CDP Executive Board for Consideration at the 2024 December Virtual Executive Board Meeting

M/S/P proposal as amended by CDP Staff to amend Articles II, VII, and X

Amend Art. II, Sec 1 (a)(9) to read as follows:

Four (4) officers of the California Young Democrats and the California College Democrats. These shall consist of the State President and three (3) other officers, as determined by each organization. Appointments must be eligible per Section 1(d) of this Article ~~the California Young Democrats~~.

Amend Art VII, Section 2(f) to read as follows:

The President of the California Democratic Council, ~~and~~ of the California Young Democrats, of the California College Democrats, unless the Chair/President is already an Executive Board member. If this is the case, the ~~CDC and/or the CYD~~ organization may choose another officer as its Executive Board member.

Amend Art X, Section 3(a)(5) to read as follows:

The endorsement of any candidate for public office running against an endorsed candidate of This Committee, by any organization granted a Charter by This Committee after the adoption of this Article X on July 31, 2005, (NOTE: This Committee previously granted a Charter to the California Young Democrats in 1932 and to the California Democratic Council in 1952, prior to This Committee's authority to endorse candidates and prior to the adoption of the Chartering rules contained herein, and the California Young Democrats and the California Democratic Council are specifically exempted from this possible grounds for revocation of Charter.) Further, for the period through the earlier of December 31, 2026, or the further amendment of this Section 3(a)(5) of Article X, the California College Democrats shall be considered provisionally chartered and are specifically exempted from this subsection for the duration of this provisional chartering.

2025 MAY CONVENTION

CONVENTION RULES AND TENTATIVE AGENDA

Rules for the 2025 May California Democratic Party Convention

1. The primary purpose of this biennial Convention is to organize the newly-elected constituted Democratic State Central Committee (This Committee) and elect Statewide Officers and Regional Directors. Matters not heard at the Convention will be received by the Secretary and held over to the next meeting of the Executive Board.

2. The Chair of This Committee shall be the Chair of the Convention and the Secretary of This Committee shall be the Secretary of the Convention. In the absence of the Chair of This Committee, the Vice-Chair of This Committee of the self-identified gender other than that of the Chair shall serve as the Presiding Officer and Chair of the Convention.

3. Delegates to the Convention shall be the members of the Democratic State Central Committee, or their qualified proxies as specified in the Bylaws, whose appointment/election has been transmitted to the State Party no later than Tuesday, March 18, 2025, 60 days prior to the biennial state convention in May 30 - June 1, 2025.

4. Seating of the delegates shall be by the Assembly District within the CDP Region.

5. No one will be admitted to the Convention floor who is not a delegate or proxy holder, except by special authorization of the State Chair.

6. Credentialing will close at posted times unless special circumstances exist. At that time, consideration will be given by the Credentials Committee, which can stay open or reopen credentialing. In order to vote, and have one's vote counted at this Convention, a member must have timely paid their annual DSCC dues and registration fee (or had them waived by request from the DSCC Member) to This Committee, registered for the meeting, received /obtained their credential prior to the close of credentialing, completed and returned to the proper authority any ballot that may be issued, and agreed to the CDP Code of Conduct, prior the close of credentialing

7. The Credentials Committee shall issue its final report of the official voting list of delegates after the close of credentialing.

8. Election of Statewide Officers and Regional Directors.
   a. All Statewide Officers shall be elected by the entire membership of This Committee eligible to participate in the election.

   b. Regional Directors shall be elected by all members of This Committee resident in the respective regions eligible to participate in the election.

   c. The election of all Statewide Officers and Regional Directors shall take place via an electronic voting platform. Credentialed Delegates will have their voting credentials emailed to them to vote on their own devices, or they may vote in

person in a designated room using Computers supplied by CDP. Ballots will include all Statewide Officer contests, where at least two candidates have filed, and the Regional Director contest for the region in which they reside, if at least two candidates have filed.

d. A Regional Caucus shall be included in the Agenda for the Convention, and the Convener must ensure that the Caucus site is available and open by the time called for in the Convention Agenda. To afford all candidates for Regional Director an opportunity to address the Regional Caucus, the Convener shall commence candidate presentations as close to ten minutes after the time for the opening of registration set forth in the Convention Agenda as is practical under the circumstances.

e. Voting for all races will commence 30 minutes after the start of the Regional Director Caucuses, and will be open for 2 hours. All ballots must be submitted prior to the end of voting. Voters in line in the voting room, will have the opportunity to cast their ballot after the close of voting.

f. In the event that no candidate receives a majority vote in a Statewide Officer or Regional Director Election, a run off election will be held Sunday Morning at 8:00 AM, following the procedures outlined above. The run off election will close at 9:30 AM, unless no Statewide Officer Contest is on the ballot, in which case the election will close at 9:00 AM.

g. Registration for candidates for Statewide Officer or Regional Director positions and the administration of those elections shall be governed by the provisions set forth in Article III, Section 3 and 4 of the Bylaws.

9. The Resolutions adopted by the members of This Committee and the Executive Board of the California Democratic Party are expressions of philosophical beliefs and principles that the Party wishes to declare. Any resolution involving a local issue will be referred to the appropriate local Democratic Party entity.

RESOLUTION PROCEDURES

a. Form

(1) All resolutions must be typed.
(2) Inducement (e.g., Whereas) clauses shall be limited to three (3) or less, and resolve clauses shall be limited to two (2) or less.
(3) Resolutions must be no longer than one (1) 8-1/2" x 11" typewritten Page.
(4) Resolutions may not be more than 400 words including the title and Clauses.
(5) All resolutions must be adopted by a County Central Committee, or a

Chartered Democratic Club or sponsored by twenty-five (25) members of This Committee, or a majority of the members of This Committee who meet at a Regional Meeting as described in Article III, Section 4d of the CDP's Bylaws. .

(6) Resolutions that call for a change in the CDP bylaws or platform, or state the endorsement or support of a candidate for public office or opposition to a candidate who is a registered Democrat, or mandates or restricts the spending of money by the CDP, shall be ruled out of order and will neither be heard by the Resolutions Committee nor be able to reach the floor by way of Section 9(d) below.

b. Timely Resolutions

(1) Resolutions must be received by the Resolutions Committee by 12 p.m., thirty (30) calendar days prior to a meeting of This Committee, except as provided in subsection (c) below.

(2) Copies of resolutions submitted according to the above procedure shall be emailed by the Resolutions Committee Staff to all members of the Resolutions Committee prior to a meeting of This Committee.

c. Resolutions Committee will present no more than 10 prioritized resolutions in the committee report to the convention body, unless more than 10 resolutions received unanimous support during the prioritization process.

d. Late/Floor Resolutions

(1) Thirty-five (35) copies of each resolution must be provided to the Resolutions Committee Chair (s) by the sponsor(s) of the resolution.

(2) All resolutions to be considered at a meeting of This Committee must be presented for consideration at the Resolutions Committee meeting preceding the general session. In order to be considered at the general session, a late resolution must have the unanimous consent of the Resolutions Committee to be considered and all resolutions must be approved by the Resolutions Committee. Any resolution heard by the Resolutions Committee, failing to obtain approval (excluding those coded 6-14, may be brought to the floor of a meeting of This Committee with the signatures of three hundred (300) members of This Committee on forms approved by the Resolutions Committee.

(3) All resolutions to be presented from the floor shall be submitted to the Secretary of the Convention for signature verification by 5:00P.M. on the day before the resolution is presented.

(4) The sponsor of a resolution presented from the floor shall be responsible for providing the Secretary of the Convention with sufficient copies of their resolution for each member of This Committee.

e. Resolutions pending at the close of a Convention of This Committee shall be referred to

the Executive Board of This Committee. All such resolutions shall first be presented to the Resolutions Committee for recommendation to the Executive Board. The Resolutions Committee shall recommend: adoption, adoption with amendment, or rejection. Such resolutions shall be presented to the Executive Board for consideration in its original form unless the sponsor agrees to the amendment(s) recommended by the Resolutions Committee.

10. Requests to hang signs, banners and placards must be submitted before the Convention to the Convention Coordinator. A small fee may be charged per sign. No large signs or large quantities of materials will be allowed in the General Session Hall. The only large quantities of materials or large signs allowed in the hall are those that are official CDP materials or have been pre-approved by the CDP and have already been placed in the hall.

11. PROXIES: Proxies will be subject to the provision set forth in the By-Laws. Because in order to vote, and have one's vote counted, at any meeting of This Committee, a member must have timely obtained their credential prior to the closing of credentials, a member may authorize, by signed written authorization, any registered member of This Committee to obtain their credential on their behalf. The provisions of Article IV, Section 6, subsections a-e shall apply to such authorizations. In all cases at This Convention, proxies vote in districts where the appointing member resides as required by This Committee's By-Laws.

12. The By-Laws and Rules of the California Democratic Party shall govern over these Rules for the 2025 California Democratic Party Convention in the event of a conflict.

13. Any matter not provided for in these rules or the California Democratic Party By-Laws and Rules shall be governed by Robert's Rules of Order.

14. In general, motions subject to floor debate, whether via committee reports or from the floor, shall be subject to the following limits on debate. There shall be three (3) speakers on each side of a motion, including the maker of the motion, and each speaker shall be limited to one (1) minute each. These rules may be suspended by a motion to amend these limits on debate, but such a motion shall not be debatable and may only apply to the specific motion before the body.

15. All attendees will abide by the CDP Code of Conduct. Any violations of the Code of Conduct or disruptions during the Convention may result in expulsion from this and future CDP Events.

Rules for 2025 California Democratic Party Convention

2025 CDP State Convention
Tentative Agenda
May 30 - June 1, 2025

NOTE – Workshops, trainings, caucus meetings, and other activities will be added to this agenda as presenters and speakers are developed and confirmed.

Friday, May 30, 2025

11AM	Credentials Committee
2PM	Rules Committee
3PM – 8:30PM	Credentialing / Registration*
4:30PM	Resolutions Committee
6PM	Welcome Reception
10PM	Hospitality Suites

Saturday, May 31, 2025

9AM – 1PM	Credentialing / Registration*
10AM – 12:00 PM	General Session
Noon – 2:00 PM	Lunch Break
2:00 – 4:00PM	General Session
5:00 – 6:00PM	Regional Director Caucuses
5:30 – 7:30PM	Statewide Officer and Regional Director Elections
5:00PM	Resolutions Committee (Prioritization)
6:00PM	Convention Dinner/Reception
10PM	Hospitality Suites

Sunday, June 1, 2025

8AM – 9:30AM	Run Off Elections (If Necessary)
9AM – 10AM	Credentialing / Registration*
10AM	General Session - Ratification of RD Elections - RD Volunteer Awards - Standing Committee reports - Adoption of resolutions

* In order to vote, and have one's vote counted, at this meeting, a member must have timely paid their annual Democratic State Central Committee (DSCC) dues to This Committee (or had them waived), paid and registered for the meeting, obtained their credential prior to the close of credentialing, agreed to the CDP Code of Conduct, prior the close of credentialing, and completed and returned to the proper authority any ballot that may be Issued.

**The Chair may change the timing of agenda items to accommodate scheduling as required.

SUBCOMMITTEE REPORTS

REVIEW OF 2025 ADEMS PROCEDURES

2025 California Democratic Party Assembly District Election Meetings Procedures

February 22 and 23, 2025

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NOTE: These Procedures are based upon the Bylaws of the California Democratic Party and are intended to provide more details and clarity to the ADEMs process. Wherever there may be a conflict between the Bylaws and these Procedures, the Bylaws take precedence. Some dates in the Bylaws may need to be updated to match the 2025 ADEM procedures.

I. Upcoming ADEM Schedule

All times are Pacific Standard Time.

December 9, 2024	Candidate Registration Window Opens - 12:00pm
December 10, 2024	ADEM Candidate Orientation 6-7:30 p.m. - To RSVP CLICK: https://cadem-org.zoom.us/meeting/register/tZ0kceirrDMpGtaTe_MgeqUdyLt0OptOa10K
December 13-15, 2024	Post Election Virtual Executive Board
December 21, 2024	Office Closed
January 6, 2025	Office Opened Electronic Voting Registration Opens - 12:00pm In-Person Participant Registration Opens - 12:00pm
January 8, 2025	Candidate Registration Window Closes - 12:00pm Deadline to Withdraw Candidate Registration - 6:00pm
January 9, 2025	Final Candidate List Posted Candidate Statement Submission Form Opens - 12:00pm
January 16, 2025	Candidate Statement Submission Form Closes - 12:00pm
January 24, 2025	Electronic Voting Registration Closes - 12:00pm
January 31, 2025	Electronic Voting Credentials Mailed
	Electronic Voting Opens

February 22, 2025	Saturday ADEM Meetings
February 23, 2025	Sunday ADEM Meetings Electronic Voting Closes - 6:00pm In-Person Participant Registration Closes - 6:00pm
February 26, 2025	Deadline to verify Voter Registration - 12:00pm
March 3, 2025	ADEM Results
March 18, 2025	2025-27 DSCC Deadline

II. Introduction

The California Democratic Party ("CDP") Bylaws (Article VI) provides that an Assembly District Elections Meeting ("ADEM") shall be held in each of the California Democratic Party 22 Regions in each odd-numbered year (February 22 & 23 for 2025) in order to elect 14 representatives (referred to herein as "Assembly District delegates" or "ADDs") to the California Democratic Party State Central Committee (referred to in the Bylaws as "This Committee") and a representative to the CDP Executive Board (referred to herein as "E-Board representatives").

Further, the By-laws standardize how the elections are to be conducted, and provide, in Article VI Section 1(i), as follows:

> "*The Rules Committee of This Committee shall promulgate procedures governing the conduct of the Election Meeting, including the election of 14 delegates to This Committee as set forth in Article II, Section 5, and one representative to the Executive Board, as set forth in Article VII, Section 2(c)* "

These Procedures set out those rules and provide additional details on how the ADEMs are to be organized and conducted. Additionally, these procedures explain how both Electronic and In-Person voting will be conducted.

In these Procedures, *italics* are used to indicate rules that are specifically set out by the CDP By-laws. The current CDP By-Laws may be found online at www.cadem.org/our-party/by-laws.

These Procedures are, in general, mandatory. ADEMs, which are conducted in violation of these Procedures may be subject to challenge, which, especially where it can be shown that the rights of a participant or candidate was violated, could lead to the results being voided in whole or in part, and the convening of a new ADEM.

These Procedures may be supplemented by CDP Staff in consultation with the CDP Chair and the Lead-Co-chairs of the Rules Committee or their designee(s).

III. Eligibility

Candidate Eligibility

The qualifications for running for Assembly District Delegate (ADD) to the California Democratic State Central Committee (DSCC) are the same as those for participating in the ADEM, with four important caveats:

1) the candidate must file their application to the CDP during a filing period that starts 60 days prior to the first ADEM and ends 30 days later, so that they can be checked for eligibility; and
2) the candidate must pay a $40 filing fee to the CDP (which will be waived if the candidate declares a hardship); and
3) the candidate must be registered to vote as a Democrat in the Assembly District in which they are applying to run as of the preceding general election (**for 2025, November 5,**

2024), unless the candidate turned 18 or was naturalized after that deadline, and is registered to vote at the time of candidacy filing; and

4) a candidate does not need to be present to be eligible for election.

If a prospective candidate who otherwise meets the above qualifications is unable to register to vote because of the citizenship status, they may still file as a candidate by:

A. attesting that if eligible to register to vote they would do so and do so as Party Preference Democratic; and
B. attesting that they reside at an address within the Assembly District of their candidacy and provide that address; and
C. obtaining the name, voter registration address, and signature of a registered Democrat in the state of California, which person will be serving as a reference for the person submitting the form; and
D. attesting that they agree to abide by the Code of Conduct.

Participant Eligibility

In order to "participate" (that is, vote) in the ADEMs, a person is required to be a registered Democrat in the Assembly District in which they are voting. Verification of such registration is required in order for a ballot to be counted. A ballot that cannot be verified will not be counted. The process for verification is explained below.

IV. Candidate Registration

General Candidate Registration

The 2025 Candidate Registration Filing Period will open on Monday, December 9, 2024 at Noon and close on Wednesday, January 8, 2025 at Noon. Candidate registration will be conducted using an online form, created by PDI, that will check a potential candidate's voter registration in PDI prior to approval. During the registration process, a candidate will be required to provide accurate registration information, contact information, and payment information to have their candidate registration accepted.

The following information is required, when registering, to check against the voter file:

- First Name
- Last Name
- Residence Address
- Date of Birth

If any of the information does not match the voter file, the system will not be able to verify the Candidate.

If a candidate is unable to register themselves, because they are not being found in PDI, they are encouraged to double check their registration information at the My Voter Status - California

Secretary of State webpage <https://voterstatus.sos.ca.gov/>. If, after checking their voter registration with the Secretary of State, they cannot confirm their registration status, they may contact adem@cadem.org for assistance.

Candidate Registration by Non-Citizens

If a potential candidate is someone that is unable to register to vote due to their citizenship status, they must register using a paper registration form. This registration process will be subject to the same registration timeline and due date as described in the General Registration above.

On a form provided by the Chair of This Committee and posted alongside the General Candidate Registration Form, potential candidates will:

1) attest that if eligible to register to vote they would do so and do so as Party Preference Democratic; and
2) attest that they reside at an address within the Assembly District of their candidacy and provide that address; and
3) have obtained the name, voter registration address, and signature of a registered Democrat in the state of California, which person will be serving as a reference for the person submitting the form; and
4) Attest that they agree to abide by the Code of Conduct.

Candidate Registration Verification

Candidate Registration forms will require participants to provide their First Name, Last Name, Residence Address, and Date of Birth as it appears in the voter file. Additionally, participants will be required to provide a working email address.

Candidate Registration for a candidate who is unable to register to vote due to citizenship status must meet the requirements provided in the previous section (“Registration by Non-Citizens”) and file the Non-Citizen registration form with the CDP by the candidate registration deadline.

Gender Selection

When registering, a candidate must select whether they consider themselves to be a Self Identifying Female or an Other than Self Identifying Female.

Executive Board Selection

Candidates may indicate whether or not they wish to be an eligible candidate for the executive board representative while registering. If the question is not answered, it will be assumed that the candidate does not wish to be an eligible candidate for the executive board representative.

Candidate Order on Ballot

Candidates will be listed on the ballot, in the order that they complete their Candidate Registration Form. Candidate Registration Forms will be time stamped to determine this order. For Non-citizen Candidates, the Non-Citizen Candidate form will also be time-stamped to determine ballot order.

Candidate Statements

Candidates will have the opportunity to submit a candidate statement. Candidate statements will be reviewed prior to being posted online. The Candidate Statement Submission Deadline is Thursday, January 16, 2025 at Noon.

If a Candidate Statement does not follow the instructions and rules on the submission form, then it may be rejected. If a statement is rejected prior to the submission deadline, the candidate will be permitted to submit a new statement. Once a statement is approved, no edits or future statements will be accepted.

Participant Registration

Anyone wishing to participate in an ADEM election must be a Democrat registered to vote in that Assembly District. Participants must register with CADEM to receive a ballot and to enable CADEM to collect all participants' information and check it against the voter file.

There are three types of registered participants:

1) Registration for Online Voting,
2) In-Person registration that has been verified, and
3) In-Person registration that has not been verified.

Once a participant has filled out a registration form, it is not possible to resubmit their information into a new form.

The Registration Form for Online Voting will open January 6, 2025 at 12:00 PM and close January 24, 2025. The In-Person Voter Registration Form will open January 6, 2025 at 12:00 PM and close February 23, 2025 at 6 PM.

Participant Identification Number (PIN)

Every participant (including candidates) will be issued a Participant Identification Number (PIN) after registering for the ADEM that must be entered on their ballot for the ballot to be counted. PINs are 10 digits long, separated into three parts. Every PIN is specific to each registrant.

The form of the PIN is: ## - # - #######
For example: 34-1-1234567

The first two digits, to the left of the first hyphen, of the PIN will be the Assembly District number for that candidate or participant. E.g. 01, 03, 09, 23, 39, 80, etc.

The third digit, between the two hyphens, of the identification number will identify the type of registrant.

- 0 - Candidate
- 1 - Electronic Voting registration
- 2 - In-Person registration that has been verified
- 3 - In-Person registration that has not been verified

The final seven numbers of the identification number, to the right of the second hyphen, will be assigned in the order that individuals register, regardless of district or registrant type. Each identification number will have an individual set of 7 digits.

Online Registration Forms

There will be two participant registration forms available on the ADEM website. Electronic Voting Registration and In-Person Registration. A participant must fill out the form during the posted window to be eligible and receive a participant identification number.

For the upcoming ADEM elections, the Electronic Voter Registration Form will open January 6, 2025 at 12:00 PM and close January 24, 2025. The In-Person Voter Registration Form will open January 6, 2025 at 12:00 PM at 12:00 PM and close February 23, 2025 at 6 PM.
Electronic Voting registration will NOT be available after January 24, 2025.

Electronic Voting Registration Form

In order to vote electronically, a participant must complete the Electronic Voting Registration form. Participants who complete the Electronic Voting registration form (and whose registration status is verified by the system) will have an Electronic Voting credentials mailed to their mailing address. The mailing address will be obtained from the voter file, through PDI. No changes will be made to mailing addresses.

The Electronic Voting registration process will work as follows:

The Electronic Voting Registration form will require participants to provide their First Name, Last Name, Address, and Date of Birth as it appears in the voter file. Additionally, participants will be required to provide a working email address.

After providing the required information, the registration form system will check the information against the voter file. For participants who have been verified, they will proceed to the next

page. For participants who could not be verified, they will be told they need to try again. The Electronic Voting registration form will only accept information as it appears in the Vote File from PDI.

After a participant has been verified, there will be a two-step verification process that must be completed prior to receiving a participant identification number (PIN). When the two-step verification process is completed, participants will receive their PIN on their screen and in a confirmation email. Each participant is responsible for recording their PIN.

Instructions for Electronic Voting will be provided below.

In-Person Registration Form

Participants who would like to register to vote at an in-person location or do not fill out the Electronic Voting form by January 24, 2025 at 12:00pm, must use the In-Person Registration form.

The In-Person Registration Form will require participants to provide their First Name, Last Name, Address, and Date of Birth as it appears in the voter file.

After providing the required information, the registration form will check the information against the voter file. For participants who have been verified, they will proceed to the next page. For participants who could not be verified, a popup window will appear with the following information and buttons:

> We could not verify the information you entered. If you would like to try submitting your information again, please click **Try Again**. If you would like to receive an ID Number now and verify your information later, please select **Verify Later**.

Participants who select **Try Again**, will go back to the main screen and have the opportunity to submit their information again. Participants who select **Verify Later** will proceed with the In-Person Registration Form and be given a participant identification number (PIN).

In their confirmation email, containing their participant identification number, instructions will be included to verify their registration. Failure to verify voter registration before the deadline will result in their ballot not being counted.

Security Measures

Due to past abuse of the participant registration system and thousands of participants being signed up without their knowledge, new measures will be implemented to make it more difficult for participants to be signed up without their knowledge.

An email may only be used one time when registering on either of the registration forms. Attempting to use an email that has been used more than 1 time will result in the registration being rejected.

When using the Electronic Voting registration form, the registration form will only allow an IP to be used 5 times. If a registration form is used from an IP address that has been used 5 times already, then the registration will be rejected.

Registration Verification

The Electronic Voting Registration form will require participants to provide their First Name, Last Name, Address, and Date of Birth as it appears in the voter file. Additionally, participants will be required to provide a working email address.

The In-Person Registration Form will require participants to provide their First Name, Last Name, Address, and Date of Birth as it appears in the voter file.

CADEM uses Political Data Inc. for its voter file. All information is verified using their programs and voter file. In the case that voter information can not be verified, records from the Secretary of State will be accepted. Registration records and voter affidavits from County Registrars might not be accepted.

Post Registration Verification

For participants who are unable to complete the verification process and choose to verify their voter registration later, they will be required to provide proof of their voter registration from the Secretary of State in order for their ballot to be counted.

For all “Verify Later” participants, CADEM will have PDI do a secondary check of the information submitted, to see if any additional participants' information is verified.

For those participants for whom verification could not be completed, CADEM will send an email instructing them to go to the My Voter Status - California Secretary of State Website <https://voterstatus.sos.ca.gov/> to provide proof of their registration. Participants will need to upload a photo, print out, pdf, etc. of their voter registration information. An upload link will be emailed to participants who need to submit verification. The information they submitted when registering must match the information on the SOS form.

Records from the Secretary of State will be accepted. Registration records and voter affidavits from County Registrars might not be accepted. If a participant is not able to complete the verification process (either through the system or by submitting proof of registration to CADEM) by February 26, 2025 at 12:00pm, their ballot will NOT be counted.

Information Sharing

Each registration form will provide an option for a participant to make their contact information available to registered candidates. This will be done using an Opt-In checkbox on the registration form. The only information that will be shared will be First Name, Last Name, Address, Email, and Phone Number. Only participants that check the Opt-In box, will have their information shared. Participant information will be shared via a Google Sheet that will be regularly updated.

V. Ballots

Electronic Ballots

Electronic Ballots will be managed through Election Buddy. It is up to each participant to:

1) Enter their PIN into Election Buddy.
2) Enter their Password into Election Buddy.
3) Select up to 14 candidates
4) Click Submit Ballot on the review page

For a ballot to be counted, a voter must ensure that their ballot was submitted.

Paper Ballots (In-person only)

All paper ballots will be printed by the Scantron company. It is up to each participant to:

1) Enter their PIN on the appropriate place on the ballot
2) Look up the list of candidates for their ADEM
3) Vote for no more than 14 candidates by filling in the appropriate bubbles on the ballot form.
4) Not vote more than one ballot

For a ballot to be counted, a valid PIN must be entered on the front side of the ballot. Participants will need to clearly write their PIN and fill in the corresponding bubbles for that number. If the written PIN is not legible or the written PIN and the bubbled PIN do not match, the ballot may not be counted as valid.

On the backside of the ballot, up to 14 bubbles may be selected. There are no requirement to gender-balance votes on a ballot.

VI. Online Voting

CADEM is implementing an Online Voting option. This option is meant to address, the problems encountered with the Post Office during the 2021 and 2023 ADEM Elections and the

high costs associated with such an effort. The Online Voting option will still require a physical component, in that credentials will be mailed to verified participants' registered mailing address to ensure there is no abuse of the system.

Online Voting Registration

As explained above, participants who would like to vote online must complete the Online Voting Registration process. Participants who complete the form will have electronic voting login credentials mailed to their mailing address. The mailing address will be obtained from the voter file, through PDI. No changes may be made to the mailing address.

Online Voting Registration will open January 6, 2025 at 12:00 PM (noon) and closes January 24, 2025 at 12:00 PM (noon) . Online Voting registration will NOT be available after January 24, 2025 at 12:00 PM (noon). (The deadline to actually vote will be February 23, 2025.)

Online Voting Credentials

Online Voting Credentials will include a participant's PIN and Password. The PIN and Password will be unique to each participant.

Voters' online voting credentials, which they must have to cast a vote on Election Buddy, will ONLY be mailed. Voting Credentials WILL NOT be distributed via email, phone, or any other means. This is to ensure that the information will be shared only with the participant through their registered address.

Online Voting Ballot Distribution

After January 24, 2025, CADEM will send the list of those registered to vote online to our Mail Vendor. The goal is for all online voting credentials to have been sent out via USPS on or before January 31, 2025. Credentials will be mailed to each participant's registered mailing address. No changes may be made.

Online Voting Administration

Online Voting will be conducted using Election Buddy. Only participants who registered for electronic voting by the posted deadline will be eligible to vote online.

After January 24, 2025, CADEM will upload all of the PINs and Passwords for participants that successfully completed the Online Voter Registration Form into Election Buddy. The Online Voting Credentials will be mailed out on or before January 31, 2025. Voting on Election Buddy will open on the day that credentials are mailed out and will close on February 23, 2025 at 6:00 PM.

VII. In Person Voting Locations

In addition to the online voting system, there will still be the opportunity to vote at in-person locations. As in 2023, any Democrat may vote at any location in the state. However, as explained below, every in-person participant must have a participant code to cast a ballot. If the voter is verified in advance and properly fills out their ballot, it will be counted. If the voter is NOT verified in advance, then the voter must provide proof of verification by a deadline in order for that ballot to be counted.

In all cases of in person voting, the voter must pick from among the list of candidates for their particular Assembly District (based on their residence). Voting for more than 14 candidates will void the ballot, as will leaving off the participant code or filling it in incorrectly.

Location Requirements

Per the CADEM Bylaws, each location site must be ADA-compliant, including the path of travel from parking to registration and voting tables. There must be easy access to spaces for all Democrats who wish to participate in the ADEM activities. Regardless of elevator availability, locations with stairs are required to allow all participants to reach the balloting area easily. Elevators may fail, so there must always be an alternative access route.

There should be sufficient room for voters to line up and cast ballots inside the building. If it is necessary to include outdoor areas, they should be protected from the elements.

There should be sufficient parking, including sufficient ADA-compliant parking, sufficient room for election balloting and problem tables, which may be dramatically increased in number depending on the district's population.

Each participant who has registered to vote in the ADEM should be provided a ballot.

Each Regional Director will set up at least 2 Voting Locations in their region. Not every Assembly district will have a meeting

Each ADEM location will accept ballots for ALL Assembly Districts. And each should have at least one large ballot box.

There must be robust cell service and strong Wi-Fi service is strongly encouraged.

Location Selection

Per the CADEM Bylaws, there must be at least two ADEM locations in each CDP Region. The CDP shall publicize a list of ALL locations.

All locations should be open for 4 hours, opening to the public no earlier than 10am but no later than 2pm.

The cost of a location should not exceed $650 and be free of cost whenever possible.

Regional Directors must help find a location and attend every ADEM in their Region. The ADEM location to which the Regional Director is assigned may change if there is concern about equitable work distribution. All locations should be submitted by Friday, November 15, 2024.

Additional Locations

There may be more than two locations in each Region, especially if there is a good cause. "Good cause" may include the necessity for traveling very long distances, traveling in heavy traffic through dense population centers, or traveling in hazardous weather conditions.

Challenges to Locations Selected

Any DSCC delegate member may challenge location decisions affecting the Assembly District in which they are registered to vote to the Compliance Review Commission by November 22, 2024.

Such filings may challenge decisions regarding specific locations or the number of locations for a particular Assembly District.

Challenges concerning specific locations must include an immediate and available alternative to the selected location that meets the location criteria in these ADEM Procedures at a similar cost. In its sole discretion, the Compliance Review Commission may dismiss such a challenge if it does not contain the required information on an alternative location as to its availability and suitability.

Location Scheduling

Regional Directors, their selected Conveners, CDP Staff, and the CDP Chair shall work together to identify and secure a location(s) for the Election meetings and must begin posting final ADEM in-person locations by Monday, December 2, 2024.

Notice

The Regional Directors, Conveners, CDP Staff and the CDP Chair must make a reasonable effort to notice to all registered Democrats of the date, time, place and purpose of the Election meetings, the rules for participation in the Election meeting, filing deadlines and rules to run as a candidate and how to vote in the ADEM.

At the very least the following persons should be noticed:

1. All Members of the current DSCC Delegation - (to be notified by the CDP Chair and staff).
2. All Democratic County Central Committees
3. All participants of the previous Assembly District Election Meeting - (to be notified by the CDP Chair and Staff)
4. Chartered organizations and clubs
5. Caucus Chairs, who are encouraged to notify their membership

VIII. In Person Voting Procedures

Who Runs the ADEM Location

The Regional Director, Convener and/or the Convener's designee shall preside at the Election Meeting as chair and shall be responsible for conducting the Election Meeting in compliance with these ADEM Procedures. It is encouraged that the Regional Directors attend all of their ADEM(s) as an advisor and observers of the Election meeting(s).

The selected Convener must be (1) a registered Democrat and (2) pledge not to seek a DSCC seat from that CDP Region."

The Convener has six basic responsibilities:

1. Assist the CADEM Chair, Regional Director, and CDP Staff in finding and securing a **location** for the Election Meeting
2. Assist the CADEM Chair, Regional Director, and CDP Staff in sending **notices** regarding the Election Meeting. In addition, Conveners are encouraged to provide support for languages other than English that are commonly spoken in their CDP Region.
3. **Act as the person in charge at** the Election Meeting, or, if the Convener so chooses, **designate** any registered Democrat who is not standing as a candidate for ADD representative to assume these responsibilities for the Election Meeting. This includes overseeing check-in and balloting and enforcing these Procedures.
4. **Transmit** various information to the CDP after the Election Meeting is over.
5. The Convener shall also take reasonable steps to enforce the electioneering rules, which prohibit campaign activity inside the building where the ADEM meeting is happening, or within 100 feet of an entrance to the meeting room.
6. The Convener shall work with the Regional Director to ensure a sufficient number of copies of the candidate list for that District, and other surrounding districts are printed and available on site for voters.

Health and Safety Protocols

All ADEM participants must adhere to the California Democratic Party Code of Conduct. Regional Directors, Conveners and CDP Staff must be sure behavior contributes to making

these elections a welcoming, respectful, friendly, safe, supportive, and harassment-free environment.

Finding a location can be difficult, and CADEM Regional Directors should consider the following when solidifying an ADEM location.

1. There MUST be at least two ADEM locations per the CADEM Regions
2. ADEM Election locations outdoors can be set up in parking lots, parks, large indoor union halls, or locations that are easy to find and accessible from the main freeway or public transportation whenever possible.
3. All Election locations must allow participants to register to vote for the ADEM on-site.
4. All ADEM locations should have easy access to parking lots near the ADEM venue to be fully prepared.
5. All Election locations must comply with the Americans with Disabilities Act (ADA) accessibility standards.
6. All indoor elections may still consider providing PPE (Personal Protection Equipment) supplies to protect our most vulnerable populations. If a person requests PPE items such as face masks, gloves, sanitizers, and wipes, they should be on site.
7. The CDP will reimburse regional directors and/or conveners for purchases of necessary items to facilitate their ADEM location.

Operating Procedures

The primary purposes of an ADEM site is the distribution of ballots and collection of ballots. All locations will be open for 4 hours, opening to the public no earlier than 10am but no later than 2pm. As soon as a location opens, ballots should begin to be distributed. No speeches will be allowed in the voting room.

Electioneering is strictly prohibited inside the building where the ADEM is happening, or within 100 feet of an entrance to the meeting room. Additionally, any attempts to delay, disturb, or stop the administration of the voting site or ability of a participant to vote may result in disciplinary action.

At each ADEM location the Convener or a volunteer will be tasked with distributing ballots to eligible participants. To receive a ballot an eligible participant will need to show the person(s) distributing ballots their Participant Identification Number (PIN). After seeing a ten-digit number, the Convener or volunteer will hand the participant a ballot. Only one ballot per participant may be distributed. The person(s) distributing the ballots should be focused on handing out ballots as quickly and efficiently as possible. The person distributing ballots is not to question the validity of a PIN.

If anyone in line does not have a PIN, they will be asked to step aside and fill out the In-Person Registration form to receive a PIN. The Convener should have a process in place for those without access to a mobile device to help register as an ADEM voter online.

When the 4 hour window has expired, anyone that is still in line to receive a ballot will have the opportunity to receive a ballot. Once the last person in line has received their ballot, no more ballots shall be distributed. At this point the Convener shall announce that in 15 minutes, all ballots must be cast, stating the time that ballots must be placed in the ballot box. After that time has expired, no more ballots will be accepted.

When the time for balloting has ended, the Convener shall proceed to count the number of ballots (but not the votes). While counting, participants may still submit ballots, but no more ballots may be distributed. Ballots should be counted while packing them in the shipping boxes. Once all ballots have been counted and the shipping box has been sealed, no more ballots may be accepted.

The Convener shall transmit the number of ballots to the CDP staff. The ballot box shall be sealed with the voted ballots and delivered to one or more addresses designated by the CADEM Staff.

All remaining materials and blank ballots will be returned to CADEM Staff or the Regional Director.

Accessibility Requirements

All Election meetings must consider Americans with Disabilities Act (ADA) accessibility standards. Each ADEM location should provide a reasonable balance between population and geographic centrality; should, if possible, provide access to transit; and must fulfill the following characteristics:

1. ADA compliance, including the path of travel all the way from parking to registration and voting tables. Locations where stairs, regardless of elevator availability, are required to reach the registration and balloting area, should be avoided since elevators can fail.

2. Sufficient room for queuing, preferably inside the building, but if necessary to include outside portions, such outdoor areas must be protected from the elements.

3. Sufficient parking, including sufficient ADA-compliant parking. Sufficient room for registration tables, which may be dramatically increased in number.

IX. Returning Ballots

Ballots must be returned at an ADEM Meeting location or when permissible submitted electronically. Ballots will ultimately be shipped to the Scantron Counting Facility in Minnesota. All ballots will be shipped via UPS.

OnlineBallots

Online Ballots must be submitted on Election Buddy by the posted deadline. Ballots not submitted by the deadline will not be counted.

In Person Ballots

At each ADEM Location, there will be a secured ballot box where people will cast their ballots. The ballot box shall remain in possession of the Convener, Regional Director, or CADEM Staff at all times. Once a ballot has been submitted, it may not be removed from the ballot box.

At the conclusion of the ADEM Meeting, the Convener, Regional Director, and/or CADEM Staff will remove the ballots from the ballot box and place them in a shipping box, to be sent to the Scantron Counting Facility in Minnesota.

UPS will send shipping boxes to the Scantron Counting Facility in Minnesota.

X. Ballot Counting

Ballot Processing

Ballots submitted over Election Buddy will be automatically tallied by Election Buddy.

Ballots submitted in person will be counted by the Scantron Company, which also produced the ballots. All ballots will be shipped to the Scantron Counting Facility in Minnesota.

CADEM provides Scantron with expected delivery information in a shared document that displays tracking numbers, drop off date and origin location. Scantron updates the document when each package is received.

Scantron also creates an internal log that lists the date received and tracking numbers of each package.

All packages are opened, prepped for scanning, weighed for an estimated count and turned into the scanning department. All miscellaneous mail received is set aside and stored to be returned to CADEM at the end of the project. A traveling document follows the ballots throughout the rest of the process.

Ballots are moved into our secure scanning room and scanned on Scantron's Insight 150 scanners. Scantron designed a unique scan application to recognize the ballots and markings on each form while creating images of each form. Ballots not successfully scanned due to their physical condition are pulled and labeled as damaged. All scanned forms are then boxed, labeled and stored until the end of the project.

After the physical forms are scanned, the data is created by running it through the scanning application and data verification program. The program recognizes marks that it can identify and brings up questionable marks for human verification. "Keyers" can review questionable marks from the images that the scanner created.

After Key Entry Verification, batches are exported into an access table where the invalids are reviewed. Invalids include duplicate id's, invalid id's, missing all or part of the id's, and ballots with more than 14 selections. At this time, CADEM will also provide Scantron with the PINs of ballots that were submitted using Election Buddy. Scantron will flag ballots that are duplicates of the Election Buddy Ballots. Once the invalids are reviewed the data is exported to an excel data file. An internal program then updates the website counts and sorts images into each districts' assigned valid and invalid folders.

Valid Ballots

For a ballot to be counted, a valid Personal Identification Number (PIN) must be entered on the ballot.

Invalid Ballots

There are 3 ways that a ballot may be considered invalid.

Duplicate PIN - If two or more ballots have the same PIN number, then both ballots will be rejected. This includes if a ballot is submitted Electronically and in person.

Invalid PIN - If the PIN is not a valid number, then the ballot will be rejected. This may include that the PIN entered is missing numbers or is not a valid number.

Too Many Selections - If a ballot has 15 or more bubbles filled in, then the ballot will be rejected.

Final determination of whether a ballot is considered Valid or Invalid is determined by the Scantron Company. CADEM Staff will not overturn a decision made by the Scantron Company.

Merging ElectionBuddy and Scantron Ballots

After all valid ballots have been counted by ElectionBuddy and Scantron, including the deduping of ballots submitted online and in-person, the results of each count will be merged to get totals in the race.

XI.Results

ADEM Results

For each Assembly District, there will be a total of 14 winning candidates. The 7 Self Identifying Females and 7 Other than Self Identifying Females receiving the most votes shall be the Assembly District Representatives to the California Democratic State Central Committee.

Executive Board Results

For each Assembly District, the candidate who receives the most votes among those indicating they would serve as Executive Board representative and also is one of the 14 winning candidates, shall be the new Executive Board representative for that Assembly District. In the event that no candidate, who indicated interest in being the executive board member, is elected as one of the 14 Delegates, then the Executive Board position will be offered to the highest vote getting delegate elected in that contest. If that delegate declines the position, then the next highest delegate will be offered the position. This will continue until a delegate accepts the position or all delegates have been asked. If none of the 14 delegates elected accept the Executive Board position, then the Statewide Officers of this Committee and appropriate Regional Director will select an Executive Board Representative amongst the current delegates residing in that district, prior to the next Executive Board Meeting.

Tie Breaker Procedures

Note that ties only matter if it creates a situation where more persons are tied for last place than there are slots available. In the case of such a tie, the tie breaker shall be by lots and conducted at a mutually convenient time and place after the tie is determined.

Statement of Vote

The results of the ADEM elections will first be released in a PDF document, as a Statement of the Vote. The Statement of the Vote will include election statistics and District results. The results will also include the totals of votes submitted in person and electronically.

The Statement of Vote will be distributed by email to all candidates and participants.

Posting on Website

Within 48 hours of the Statement of Vote being posted, the candidate pages on the website will be replaced with the results.

Publishing of ADEM Scans

Scantron will send CADEM digital copies of all ballots submitted. CADEM will upload those ballots onto Google Drive and will make the files available.

SUBCOMMITTEE ON COUNTY BYLAWS REPORT

MEMORANDUM

To: Coby King and Valeria Hernandez, Lead Chairs of the CDP Rules Committee

From: Robin Torello, Chair of the Subcommittee on County Bylaws

Date: December 2024 Executive Board

Re: Status Report of the Subcommittee on County Bylaws

The California Democratic Party (CDP) Bylaws, state that a Democratic candidate for nonpartisan office who have been endorsed by their County Central Committee shall also be considered to be the endorsed candidate of the CDP provided that the endorsing provisions of the relevant County Central Committee Bylaws have been reviewed and approved by the CDP as consistent with its own Bylaws and with the fundamental rules of fairness.

After the May 17-19, 2024 Executive Board, the County Bylaws received the following requests from counties wishing review or re-review from previous rejections:

Imperial County
Nevada County
Orange County
San Benito County
San Francisco County

Solano County
Sonoma County

Of those reviewed, Sonoma County is put forward for approval at the Rules Committee meeting at the Executive Board on December 13, 2024.

Imperial and Nevada Counties were asked to provide a checklist in order to review their governing documents. Solano County was asked to update their checklist in order to review their updates. Orange County spoke with Glenn Glazer for some advice so they could move forward with the process. Finally, San Franciso County was sent a checklist form to start their process.

As to San Benito County, we will be notifying them in writing as to why additional changes to their governing documents is necessary for approval as follows:

1. Checklist B – the bylaws do not state that secret ballots are prohibited.

2. Checklist D Section 5 – endorsement procedures are problematic; Section 7 doesn't clarify email noticing for the endorsement process.

3. The governing documents must add wording that the Central Committee cannot endorse people running for County Central Committee.

4. Checklist H1 – mentions the process for electing DSCC members, but is missing mention of the “1 per 10,000” formula per the CDP bylaws.

Once the Rules Committee meets and the DSCC members accept our report, we will reach out in writing to all those counties who applied and inform them of the decision from the December 2024 CDP Executive Board.

Respectfully submitted,

Robin Torello, Chair of the Subcommittee on County Bylaws
Glenn Glazer, Vice-Chair of the Subcommittee on County Bylaws

SUBCOMMITTEE ON CHARTERED ORGANIZATION REPORT

TO: Rules Committee, California Democratic Party

FR: Sub-Committee on Standing Committees: Nicole Fernandez, Subcommittee Lead Chair; Anita Narayana, Sascha Bittner, Maria Harris, Glenn Glazer, Cassandra James, Sarah Souza, Garry Shay and Natalya Zernitskya

RE: Report of the Sub-Committee on Chartered Organizations

DA: December 2, 2024

The Subcommittee on Chartered Organizations met on Monday, December 2, 2024 and the following is the report for that meeting:

I. Meeting called to Order at 6:34pm

II. **With 8 members present there was a quorum.** Members present: Nicole Fernandez, Anita Narayana, Sascha Bittner, Maria Harris, Glenn Glazer, Sarah Souza, Garry Shay and Natalya Zernitskya

III. Subcommittee Reports

a. Statewide Chartered Organizations - New Application Submissions
   i. United Avance California Democratic Federation
   ii. California Democrats for Justice in Palestine

M/S/P Motion to table both the United Avance California Democratic Federation and the California Democrats for Justice in Palestine chartering applications, pending input from the CADEM Caucus Chairs that may have matching missions (Chicano Latino and Arab American Caucus, etc). Subcommittee to review mission statement for both organizations and take these submissions up once we receive input from both Caucus.

IV. M/S/P to adjourn at 6:59pm

NEW PROPOSED BYLAW AMENDMENTS

PROPOSAL TO AMEND BOE DISTRICT ENDORSEMENTS AND DELEGATE REPRESENTATION

TO: Rules Committee
From: Ben Seinfeld and Emma Harper
Date: December 5, 2024
RE: Bylaw Amendments on BOE District Endorsements And Delegate Representation

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Historically BOE Endorsements have been treated as Statewide endorsements for logistical reasons. First, it would be nearly impossible to have a 4 separate BOE caucus meetings, following the traditional vote method of counting in the room. Second, it was too difficult to separate ballots to only have the races on them that people are eligible to vote for. The solution was to have all voters vote for all BOE races.

This has created confusion and complaints in the past or people asking why they are voting for a candidate that is not statewide that does not represent them. Additionally, there has been confusion about whether BOE members can appoint people outside of their districts.

The solution to this is available to us as we have been running elections on Election Buddy and can easily give voters a unique ballot to them with the Correct BOE race and District Endorsing Caucuses.

AMEDMENTS

Amend Art. VIII, Sec 3 (c)
Endorsing caucuses of This Committee shall be comprised of all members of This Committee resident and registered to vote in the relevant district except that those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this Article) unless the appointee is registered to vote in the same electoral district as the one that the appointing authority represents. Endorsement caucuses in any given primary race shall be chaired by persons designated by the Chair of This Committee. The Chair of This Committee may also appoint a Parliamentarian who is a member of either the Rules or Credentials Committee of This Committee, and a Secretary for each Endorsing Caucus.

Amend Art. VIII, Sec 3 (c)(1)
Endorsing caucuses shall be held at places and times during the endorsing convention which are designated by the Chair of This Committee consistent with achieving an orderly, convenient and fair process.

Amend Art. VIII, Sec 3 (d)(1)
In the case of a statewide public office, This Committee's ratification of the endorsing caucus' decision shall be assumed, since the endorsing caucus is comprised of all members of This Committee. The office of State Board of Equalization shall be considered as a statewide office and shall be voted upon by all members of This Committee.

Amend Art. VIII, Sec 3 (d)(3)(b)(1)
upon written motion by at least ten (10) members of the relevant caucus in the case of an Assembly District or at least twenty (20) members of the relevant caucus in the case of a State Senate or Congressional District, except that those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate in such motions or petitions unless the appointee is registered to vote in the same electoral district as the one that the appointing authority represents, or

Amend Art. VIII, Sec 3 (e)(1)(a)
those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this section) unless the appointee is registered to vote in the same electoral district as the one that the appointing authority represents, and

Amend Art. VIII, Sec 3 (g)(5)(a)
All members of This Committee resident in the district, except that those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this section) unless the appointee is registered to vote in the same electoral district as the one that the appointing authority represents;

Amend Art. VIII, Sec 3 (h)(1)(b)(1)
those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this section) unless the appointee is registered to vote in the same electoral District as the one that the appointing authority represents, and

Amend Art. VIII, Sec 3 (i)
For those races subject to review by the Election Appeals Committee via the filing of a Letter of Objection, within fifteen (15) days after Secretary of State certification of the Primary Election, twenty percent (20%) of the members of This Committee resident in the district in question except that those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this section) unless the appointee is registered to vote in the same electoral District as the one that the appointing authority represents, must sign and file with the Secretary of This Committee a Letter of Objection objecting to the endorsement of a particular candidate. Said Letter of Objection shall also be served on the candidate in question by the objecting parties by first class mail at the time the Letter of Objection is filed with the Secretary of This

Committee. A certificate of service with the Letter of Objection shall be filed with the Secretary of This Committee along with the filing of the Letter of Objection. The Secretary of This Committee shall, upon receipt of said documents, serve a copy of them on the candidate and the members of the Election Appeals Committee within ten (10) days of filing of said objection. In the event a majority of the Election Appeals Committee objects to the endorsement of that particular candidate, such candidate shall not be the endorsed candidate of the Democratic Party.

Amend Art. VIII, Sec 3 (j)(1)

For districted races, the Chair of This Committee shall cause to be convened an endorsing caucus of the members of This Committee resident in the each relevant district, except that those members appointed by the appointing authorities for the offices described in Article II, sections 2a(12) and 2a(14) and not appointed pursuant to Article II, section 3c shall not be eligible to participate (or be counted in any calculation of percentages needed for endorsement under this section) unless the appointee is registered to vote in the same electoral District as the one that the appointing authority represents may group such districts on a regional basis as necessary and shall designate a convenor. No proxy voting shall be allowed - each member shall be sent a vote-by-mail ballot which shall be read off as though it were a roll call vote. Once received by the designated convenor of the caucus, a ballot may not be retracted, rescinded, or otherwise changed and shall be counted in the totals. Lost ballots may be replaced at the caucus prior to the close of balloting. Each caucus may place on a consent calendar of the Executive Board of This Committee:

PROPOSAL TO AMEND VOTING AT PRE-ENDORSING CONFERENCE (ELECTRONIC)

TO: Rules Committee
From: Ben Seinfeld and Emma Harper
Date: December 5, 2024
RE: Bylaw Amendments on Pre-Endorsing Conferences

CADEM has gotten very good about administering elections using Electionbuddy over the last couple of years. We would like to expand this to the administration of Pre-Endorsing Conference Elections. Additionally, it creates an opportunity for us to clean up some other rules around the process that work for an in person meeting, but not a virtual one.

AMEDMENTS

Amend Art. VIII, Sec 3 (g)
“Pre-endorsing Conferences” Time, Place, Absentee Voting, Notice, Convenor, Participants, Certification of Roster, No Proxy Voting, Address by Candidate, Offering of Name, Single Roll Call Vote, Prohibition on Vote Retraction, Participant’s Residency, Transmission of Results, Incumbent Consent Calendar Placement and Removal Process, Process for Endorsement in General Election: "Pre-endorsing Conferences" are a public meeting of the Democratic Party and shall be held at the regional level prior to the State endorsing convention, and shall be open to all registered Democrats.

(1) The time and place of each pre-endorsing conference shall be determined by the State Chair in consultation with the Party's Regional Directors.

Amend Art. VIII, Sec 3 (g)(2)
(2) Absentee ballot voting shall be allowed for each office to be voted upon at the pre-endorsing conference provided that the participation of at least five of the eligible members of This Committee as delegates to the pre- endorsing conference, either in person, or by vote-by-mail ballot, shall constitute a quorum. In the absence of such quorum no recommendation for endorsement shall take place; however, the relevant convention endorsing caucus shall consider the race “de novo”. The ballot shall consist of a written, signed statement from the eligible voter and shall be recorded as part of the roll call vote if received by the designated Regional Director or through an alternative electronic process promulgated by the Chair of This Committee or their designee prior to the beginning of the roll call vote in the designated district. In the event that any Senate District or Congressional District falls into more than one Region, the State Chair shall assign those districts to a single regional pre-endorsement conference for the purposes of making the recommendation set forth in this section, due consideration being given to conflicting conference dates so as to allow for full participation.

(8) Any voting participant may offer for conference consideration the name of a candidate for partisan, non-statewide public office whose jurisdiction extends into, or is included within the given Region, provided the fee referred to in Section 3.c.(3) above has been paid and that such

candidate is not seeking the endorsement of This Committee for another office which will be elected on the same date.

Add Art. VIII, Sec 3 (g)(8)(a)

Add Art. VIII, Sec 3 (g)(8)(b)

(9) Once the names of candidates for a given office have been thus offered, a single roll call vote, via signed written ballot, in the same form as the vote- by-mail ballot, shall be taken as to the preferences of the eligible voting participants. Once received by the designated Regional Director, a ballot may not be retracted, rescinded, or otherwise changed and shall be counted in the totals. A "no preference" option shall be available at the time of each vote.

Add Art. VIII, Sec 3 (g)(9)(a)

Add Art. VIII, Sec 3 (g)(9)(b)

PROPOSAL TO AMEND PROCEDURES ON CLUB REPRESENTATIVES FOR PRE-ENDORSING CONFERENCES

TO: Rules Committee
From: Ben Seinfeld, Emma Harper, Carolyn Fowler, and Diana Love
Date: December 5, 2024
RE: Bylaw Amendments on Representatives for Pre-Endorsing Conference Procedures

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The current process for removing duplicate club members for assigning representatives is a difficult process, taking anywhere from 12-24 hours each cycle to do. The process is very technical and at times arbitrary decisions need to be made on which club will be getting an extra representative or not. Furthermore, it is very difficult to be able to recreate your work to show how you got the final result of removing duplicates.

CADEM staff would like to create a process that will take the human element out of it and creates more transparency.

AMEDMENTS

Amend Art. VIII, Sec 3 (g)(5)(c)
Designated Assembly District representatives from chartered clubs and organizations.

Delete Art. VIII, Sec 3 (g)(5)(c)(1)
Delete Art. VIII, Sec 3 (g)(5)(c)(2)
Delete Art. VIII, Sec 3 (g)(5)(c)(3)

Representatives for Pre-Endorsing Conference Procedures

1. Clubs Certify w/ County Party
    a. Clubs submit rosters of “members in good standing” to the Chair or Secretary of the Chartering organization and Regional Director.
    b. Clubs must have “member in good standing” and the Club Rep selection process defined in their rules/bylaws.
    c. Chartering organization shares list of approved Organizations to CADEM.
2. Clubs Submit Roster to CADEM
    a. Submission Process
        i. Club logs into the PDI submission portal and registers the club in the system.
        ii. Club completes certification within the PDI Portal
        iii. County Party/Club submits list using PDI Portal
        iv. List must include the following information:
            1. First Name
            2. Last Name
            3. DOB

4. Registered address
5. Phone Number
6. Email Address

b. Validation Process
    i. Lists are automatically run through the PDI voter database to confirm voter registration.
    ii. Results will include
        1. Found (Confirmed Democratic registration)
        2. Not Found (Voter not found at the address provided, registered something other than Democrat)
    iii. Through the portal, clubs can continue to edit club member information to verify members who could not initially be matched to the voter file to confirm their Democratic registration.
        1. Clubs have until **Date (TBD by CDP staff)** to verify unmatched members.
    iv. After **DATE** the list is closed and will be called The Final Validated Club Membership list
    v. The Final Validated Club Membership list should include:
        1. Club Name
        2. PDI ID Number
        3. First Name
        4. Last Name
        5. Phone Number
        6. Registered Address
        7. County
        8. Email
        9. Assembly, Senate, Congressional Districts
        10. Party Preference
    vi. It is expected that there will be individuals who are members of multiple clubs. This would result in a PDI ID Number showing up in Multiple rows.

3. Membership Calculation to Rep Count
    a. Clubs are allocated Representatives to participate in the Pre-Endorsing Conference process, for every 20 members they have in an Assembly District, after cleaning the list for individuals who are members of multiple clubs.
    b. The process to clean the list and determine how many members a club has is as follows.
        i. Create a pivot table with the Final Validated Club Membership list, to count the total number of times a PDI ID appears on the list.
        ii. Create a fractional value for that PDI ID by dividing 1 (Numerator) by the total number of time the PDI ID appears on the list (Denominator). (E.G. If a PDI ID is on the list twice (2), then (1) one divided by (2) two, would be 0.5.)

iii. Add a column to the Final Validated Club Membership list that includes the fractional value for each PDI ID. Using a formula, like =vlookup(, will move it from the Pivot Table to the list.

iv. Create a second pivot table with the Final Validated Club Membership list including the fractional value. The result will be how many members each club has in each Assembly District. The values may not all be whole numbers.
    1. For Rows select Assembly District and then Club Name.
    2. For Value select the fractional value and Sum

v. Using the following formula, round the Sum Value in the Pivot Table. In the example below D2 is the Sum Value for that row.
    1. =if(D2>=20, ROUND(D2/20), if(20>D2>=10,1,0))
    2. If the Sum Value is 20 or greater, the number will be rounded to the closest whole number divisible by 20, and that will be the number of Club Representatives in that Assembly District.
    3. If the Sum Value is less than 20, but greater than or equal to 10, then 1 Club Representatives in that Assembly District will be allocated.
    4. If the Sum Value is less than 10, then no Club Representatives in that Assembly District will be allocated.

4. Appointments of Club Representatives
    a. It is the responsibility of the CCOs to have a process in place for choosing their Potential Representatives. Every CCO must have added a section to their By-laws/Rules that govern how CCO Representatives are chosen or selected during a duly noticed meeting by those club members who are in good standing and voting.
    b. The Regional Directors, in consultation with the CCOs in their Region, help to determine who the CCO Representatives are based on the number of CCO Representatives allotted. That number is based on the final number of members in good standing after the thorough check of all CCO rosters.
    c. Regional Directors in consultation with CCOs should work to submit more potential CCO Representatives than allotted in case one or more are found to be ineligible, already a voting DSCC delegate, or will be selected as a Regular County Central Committee pre-endorsing conference voter.
    d. It is recommended that each CCO submit more potential representatives than they are allotted, prioritized in order.
    e. Club Representatives must be received by CADEM by **Date (TBD by CDP staff)** to be eligible to participate in Pre-Endorsing Conferences.

COMPLIANCE REVIEW COMMISSION (CRC)

M E M O R A N D U M

TO: All Interested Parties

FROM: Compliance Review Commission (CRC)

DATE: November 13, 2024

RE: **Compliance Review Commission (CRC) Decision relating to a Challenge Filed by Mibs McCarthy**

INTRODUCTION:

On October 18, 2024, Mibs McCarthy, the Monterey County Democratic Central Committee (MCDCC) Development Chair filed a challenge regarding allegations that a group of MCDCC members undermined the MCDCC elected Executive Committee and Chair Karen Araujo.

Documents Initially Received and Reviewed:

Documents received and reviewed by the CRC associated with the challenge included the following:

1. Challenge submitted by Monterey County Democratic Central Committee (CDCC) Development Chair and Executive Board Member of the CDP, Mibs McCarthy, on October 11, 2024, and 7 supporting documents

    a. Exhibit A – April 2023 meeting agenda
    b. Exhibit B – Resolution to remove the chair (Karen Araujo)
    c. Exhibit C – Chair Araujo's response to the Resolution to Remove her
    d. Exhibit D – August 12, 2024 special meeting agenda
    e. Exhibit E – August 12, 2024 special meeting minutes
    f. Exhibit F – August 27, 2024 agenda
    g. Exhibit G – August 27 2024 continued to sept 3 minutes

TIMELINESS:

According to CDP Bylaws, Article XII, Section 2:

> "All challenges must be commenced by the filing of a written challenge with the Secretary of This Committee, with copies served on the Chair of This Committee, as well as the appointing person, and the chair of the relevant organization, where

applicable no later than seven (7) calendar days after the alleged violation occurred. Upon a showing of good cause, sustained by unanimous vote, the Compliance Review Commission may waive this requirement."

(All By-Law references are to the California Democratic Party Bylaws, as amended through May 2024, unless otherwise indicated.)

Ms. McCarthy originally submitted a challenge October 11, 2024 for an incident that took place on August 2, 2024. Although there were subsequent meetings (on August 27 and September 3, 2024) following the alleged incident, even if those meetings were relevant to timeliness, the challenge was not submitted within the seven (7) calendar day requirement for timeliness.

There is no need to examine whether there was "good cause" to waive the requirement for a timely challenge because the CRC has found no basis for jurisdiction.

JURISDICTION:

Article XII, Section 2.a(1) states:

> "The Compliance Review Commission shall have initial jurisdiction over all challenges and/or appeals arising under these Bylaws."

Further, the CRC Procedural Rules, Section 2, B. state in pertinent part that a challenge must,

> "Explain[] the basis of CRC's jurisdiction… If the CRC cannot discern the section of the CDP Bylaws alleged to have been violated or which grants jurisdiction to the CRC, it may dismiss the challenge."

The challenger was directed by the CRC, through staff, to clarify a sufficient basis for jurisdiction to hear the challenge. Despite being on notice of the need to specify the basis for jurisdiction, the challenger manifestly failed to do so.

This failure is particularly important here inasmuch as the CRC is not a general appellate body for county committees, which under state and federal law are separate legal entities from the CDP. As the CRC has explained many times, while there are exceptions to this rule, in general, the CDP (through the CRC) will not intervene in the business of a county committee unless the actions being complained about directly affect the county committee's representation on the CDP State Central Committee or Executive Board or, in the case of a county committee whose endorsements are deemed to be the CDP's endorsements, directly affect the endorsement process. CRC Procedural Rules Section 5.F.

And where, as here, the challenger, who bears the burden of proof on this issue, has not provided any arguments for assertion of jurisdiction, summary dismissal is appropriate.

STANDING:

According to Article XII, Section 3:

> "Any party to a challenge must be adversely affected to bring the challenge."

The CRC did not find it necessary to address the issue of standing as there was no jurisdiction found.

FINDINGS:

As the CRC has explained in many previous decisions, the CRC does not have plenary jurisdiction over actions of County Central Committees, which under state and federal law are independent and separate legal entities from the CDP. Moreover, as a general rule, it is not the business of the CDP or the CRC to police the activities and expenditures of a County Central Committee. The most common exception to the rule is where the actions complained about seriously violate Article XIII of the CDP By-laws, which details procedural rights of all Democrats, especially sections 1 through 7, relating to meetings being public, tests and oaths, and most of all, notice.

Here, there are no such claims, and thus there is no evidentiary predicate for jurisdiction.

ORDER:

Based upon the above facts and the Bylaws of the CDP, the CRC makes the following Order:

1. Based on the information presented, the CRC voted to dismiss for lack of jurisdiction.
2. The CRC finds all or, at least, most of allegations must be decided at the local level as county parties are considered separate independent organizations.

Appeal of this order, if any, must be filed with the CDP Secretary, with copies to the Chair of the CDP State Central Committee, within twelve days of the date of this decision. Thus, any appeal must be filed on or before November 25, 2024 with the Sacramento office of the California Democratic Party, and shall be an appeal to the next meeting of CDP Rules Committee upon conclusion of the response period.

Please note that per CDP Bylaws, Article XII, Section 2e, the filing of an appeal shall not stay any decision of the CRC. Parties may additionally respond in person or virtually, depending on how the meeting is being conducted, if so desired, provided there has been a timely filing of an appeal and notice of intent to testify is provided in writing to the Lead Chair of the Rules Committee by 5 PM on Monday, November 25, 2024, at the Sacramento office of the California Democratic Party. The Rules Committee may accept such additional testimony, written or oral, considering the nature and import thereof, as well as the time available for its proper consideration, as it deems appropriate, in its discretion.

Accordingly, this decision is so ordered, and is in effect, unless, and until, a successful appeal is made, decided, and contrary orders made whether by the CRC, or by the Rules Committee. CRC shall retain jurisdiction up until the time of an appeal, if any, is heard by the Rules Committee.

Respectfully submitted by a 6-0 vote of the members of the CRC,

Tim Allison, Vice-Chair, Credentials Committee
Nicole Fernandez, Vice-Chair, Rules Committee
Valeria Hernandez, Co- Chair, Rules Committee
Lara Larramendi, Co-Chair, Credentials Committee
Paul Seo, Vice-Chair, Credentials Committee
Laurence Zakson, Vice-Chair, Rules Committee