

# SD DEMS

SAN DIEGO COUNTY DEMOCRATIC PARTY

## BYLAWS

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## ARTICLE I. NAME AND PURPOSE

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### Section 1. Name

The name of This Committee is the San Diego County Democratic Party Central Committee (the Central Committee). The Central Committee is a committee within the meaning of California Government Code and Elections Code. The Central Committee may refer to itself as the San Diego County Democratic Party (SDCDP). These Bylaws refer to the Central Committee as This Committee. The use of the name and/or logo of the San Diego County Democratic Party is reserved solely for use by those with permission from the Chair of This Committee.

### Section 2. Purpose

The purpose of the Central Committee is: to promote the growth and development of the Democratic Party; to actively support ballot measure propositions as long as they do not conflict with positions adopted by the Democratic State Central Committee; to actively support and elect Democratic candidates, including candidates for nonpartisan offices; and to carry out Democratic Party campaigns consistent with the Democratic State Central Committee.

### Section 3. Conflict of Interest Disclosure

Regarding any candidate or initiative under consideration for endorsement, a member of this Committee must disclose any actual or potential material financial interest or in-kind or charitable contribution benefit exceeding \$50.00 while addressing a Central Committee Meeting, Executive Board meeting, Area Caucus meeting, or other official meetings in whole or in part of this Committee. In communications primarily directed towards members of this committee, written disclosure must be made in any mail, email, social media, social networking site, or any other digital communication. Verbal disclosure must be made during any in-person or telephonic communications. The disclosure must include that said member, the spouse or the domestic partner of the member, has an actual or potential material financial interest in advocating for or against a candidate or an initiative.

### Section 4. Consistency with Statutory Law

These Bylaws shall, to the extent consistent with applicable law, govern the organization, operation, and function of the Central Committee. The policies, procedures, and rules for the governance and operation of the Central Committee shall be set forth in the Policies and Procedures.

### Section 5. Areas

In order to create a more efficient and effective organization, the Central Committee shall be divided into regions as set forth in Article VII. While the purpose and intent of this action is to make the Central Committee responsive to the unique characteristics of each area, there shall be uniformity of policy and principle in all areas to ensure coherence.

## ARTICLE II. MEMBERSHIP

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### Section 1. Membership

- A. All members shall be registered to vote as Democrats in San Diego County.
- B. There shall be seven (7) classes of membership: Public Ballot, Ex-Officio, Designated, Appointed, Alternate, Lifetime, and Associate:
  - 1. Public Ballot members, who are qualified to serve pursuant to the Election Code of California and are elected in partisan Presidential Primary Elections to represent their Assembly District on This Committee.
  - 2. Ex-Officio members:
    - a. Ex-Officio members of This Committee shall be the following if they reside in and are registered to vote in San Diego County:
      - 1) Incumbent office holders referenced in Article II, Section 2, a, of the Bylaws of the California Democratic Party (CDP) who are registered as Democrats including statewide officers, Superintendent of Public Instruction, Members of the State Board of Equalization, Members of the State Legislature, Members of the United States Senate, Members of the United States House of Representatives;
      - 2) The highest finishing registered Democrat in the most recent election for the offices in the previous paragraph determined as follows:
        - a) The registered Democrat in a voter-nominated election who received the highest number of votes in the general or special election;
        - b) Should there be no registered Democrat among the “top-two” in the general or special election, the registered Democrat who received the highest number of votes in the top-two open primary;
        - c) Should there be no registered Democrat or should the highest finishing Democrat decline to serve, the Ex-Officio position will be treated as a vacancy and filled as an Appointed position in accordance with these Bylaws.
      - 3) Ex-Officio members shall be entitled to the same rights and privileges as Public Ballot members of This Committee.
    - b. Incumbent office holders of, and the most recent voter-nominated Democratic candidate for, the United States House of Representatives, the State Board of Equalization, the State Senate, and the State Assembly, whose districts extend into San Diego County, but who are themselves not registered to vote in San

Diego County, shall have the right to appoint a voting alternate, provided such an alternate is registered to vote as a Democrat in San Diego County.

3. Designated members:
  - a. Designated members shall be the following if they reside in and are registered to vote in San Diego County:
    - 1) Statewide Chairs, Co-Chairs, or Presidents of CDP standing committees, chartered statewide Democratic Party Organizations, or CDP Caucuses;
    - 2) Members of the Democratic National Committee;
    - 3) State Officers of the California Democratic Party;
    - 4) Assembly District Representatives to the Executive Board of the CDP (hereinafter ADEM EBoard Member);
    - 5) The most recent Chair of This Committee who is a different individual from the Current Chair unless they are already a Voting member;
    - 6) The Director of Clubs unless they are already a Voting member;
    - 7) The Director of Grassroots Organizing unless they are already Voting member.
  - b. Designated members shall be entitled to the same rights and privileges and have the same responsibilities as Public Ballot members of This Committee.
  - c. If Designated member's terms do not fall within This Committee's terms they shall retain their voting rights with This Committee within the bounds of the superseding organization's terms.
4. Appointed members of This Committee are members appointed to fill Public Ballot or Ex-Officio vacancies within the body in accordance with Article III, Section 1, B on filling vacancies for This Committee. Appointed members shall be entitled to the same rights and privileges and have the same responsibilities as Public Ballot members of This Committee.
5. Alternate members, who are appointed by Public Ballot, Ex-Officio, Designated, or Appointed members of This Committee.
  - a. Alternates shall be registered in San Diego County in the same district their appointer represents on This Committee. Notice of appointment shall be recorded with the Secretary before the Alternate may serve.
  - b. An Alternate shall have all the rights of the appointer, except voting in the Central Committee meetings when their appointer is present and the power of

appointment, when the appointer is absent.

- c. An Alternate serves at the pleasure of their appointer or may be removed from This Committee under the conditions of Article III.
6. Lifetime members, who are nominated by the Chair and approved by the body. Lifetime membership is an honorary position with the right to vote.
  7. Associate members have an organizational role in the County Democratic Party and are not already members in another membership class. Associates members may be appointed by a Club, through the GO Team, by the Executive Board, or by these Bylaws. Associate members' voting rights are limited to their designated Area meetings and by their respective appointing organization's bylaws or rules. At meetings of This Committee associates may speak but may not make or second motions.
    - a. A President of a chartered Democratic Club or Coalition with twenty (20) unique voting members, and the GO Team Regional and Countywide Coordinators, are Associate Members of This Committee. If a Club or Coalition President is already a member, chooses not to serve, or becomes a member in a different class, the club or coalition may choose to appoint a different Associate to serve their term using the process defined in the club's bylaws. When chartering, all clubs will designate the Area that the club will caucus with and the club's primary Associate Member will serve in that Area for the purposes of quorum and voting.
    - b. Affinity clubs that would like to have representation in more than one Area shall petition This Committee to add Club Associate positions with the rationale for added Area representation. If the position is approved by This Committee, said position would be filled according to the club's bylaws for filling SDCCDP representative positions with a club member who is registered to vote in the Area. Any additional positions extinguish if the appointee does not fulfill their participation duties in the area or if the club ceases to be chartered.
    - c. EBoard Appointed Associate members shall be subject to acceptance by the Executive Board. Candidates for Executive Board Appointed Associate membership may be recommended for consideration to the Executive Board by the Chair or by the Vice Chair for their specific Area. The recommendation must specify the role in which the prospective associate is serving the Party which may be any of the following but is not limited to include; Chair, or Co-Chair of a Committee, Membership to a Committee, Executive Board Position, or to meet a Membership Diversity Goal." The Chair must provide at least thirty (30) days advance notice to the Area Vice Chair. If the Associate member ceases to be a registered "Democrat" voter in the Area, or is no longer serving in the role specified as a condition of their appointment, their Associate membership extinguishes.



- d. A member serving in a Central Committee ratified organizational role as an Officer, a Standing Committee member, or as a SDCDP DSCC Executive Board member, who loses their membership eligibility after attending at least one meeting in that role, shall become an Associate Member for as long as they are serving in that role or the duration of the current biennial term whichever comes first. A DSCC Delegation member who is appointed to and has begun their services on a CDP standing committee will be provided an Associate Member position with the same provisos.
- C. Any member who wishes to exercise membership rights, including the right to appoint an Alternate member, must complete a membership form as required by the Bylaws or the Policies and Procedures.
- D. All members are members of This Committee's Legislative Caucus where they are registered to vote and a member of This Committee's Area Caucus as defined in Article VII of these Bylaws.
- E. The Voting members of This Committee are the Public Ballot, Ex-Officio, Designated, Appointed, and Lifetime members. The names of the voting members will be publicly available via the SDCDP Website.

## Section 2. Duties of Membership

- A. It is the duty of Public Ballot, Ex-Officio, Designated, and Appointed members to attend the regular, endorsement, and special meetings of This Committee and to notify their Alternate when they cannot attend.
- B. It is the duty of Alternate members to attend the regular, endorsement, and special meetings of This Committee whenever their appointer is not able to attend.
- C. The duties of all members are to:
  - 1. Attend the regular, endorsement recommendation, and special meetings of their individual Areas.
  - 2. Attend the special meetings of their Legislative Caucuses.
  - 3. Serve on SDCDP committees.
  - 4. Share in the responsibility of raising money for the SDCDP.
  - 5. Participate in the candidate endorsement process.
  - 6. Assist the SDCDP in communicating with and reaching out to Democrats.
  - 7. Support endorsed Democratic candidates endorsed by the SDCDP or the California Democratic Party.
  - 8. Share the general duties of building and supporting the Party.
  - 9. Be familiar with the Bylaws and Policies and Procedures of the Party.
  - 10. Be familiar with the races on the ballot prior to an endorsement or recommendation meeting.

11. Review their Central Committee and Area communications.
12. Report any changes to their voter registration, membership eligibility, or contact information within fourteen (14) days of the change.

### Section 3. Terms of Office

- A. The current Chair of This Committee shall administer the Oaths of Office to incoming Central Committee members.
- B. The terms of office of the Central Committee members, with the exception of the Executive Board and ADEM EBoard Members, shall:
  1. Begin at the Biennial Organizational Meeting in their Area in January following certification of the State Primary Election by the Registrar of Voters, and
  2. Continue as long as they continue to meet their membership qualifications and expire when the Oaths of Office are administered to their successors.
- C. The terms of the Executive Board as officers begin at the end of the Biennial Organizational Meeting of This Committee and continue through the end of the next Biennial Organizational Meeting so long as they continue to be an officer. For officers who are not continuing as members into the new term, their member term shall be extended independent of their qualifying member class.
- D. Member class terms are as follows:
  1. The terms of Public Ballot members will be four years. Their elections will coincide with Presidential Primary elections.
  2. Ex-Officio terms are determined by their qualifying office:
    - a. Incumbent public officers begin their term when they take public office.
    - b. The highest finishing Democrat members begin their term when they would have taken public office had they won.
  3. Designated member terms are determined by their qualifying office:
    - a. DNC members, officers of the CDP, CDP Regional Directors begin their term when they take their DNC or CDP office.
    - b. ADEM EBoard Members begin their term at the Biennial Organizational Meeting. The outgoing ADEM Eboard Member serves an extended term that includes the Area Biennial Organizational Meeting.
    - c. As previously stated, Past Chair, Director of Clubs, and the Director of Grassroots Organizing serve an extended term that coincides with their term as an officer.

4. Ex-Officio and Designated member terms last as long as the individual holds the office, or in the case of highest finishing Democrats for the same term for the office for which they were a candidate.
5. Alternate members serve at the pleasure of their appointer for the same term as their appointer.
6. Associate member terms are coincident with their term in the qualifying body that appointed them to This Committee.

#### Section 4. Oath and Dues

- A. In their capacity as public officials, members are required to swear the Oath or Affirmation of Allegiance to the Constitution of the United States and the Constitution of the State of California.
- B. There shall not be a dues requirement for members of This Committee.
- C. All committee members are expected but not required to contribute to the Party at a level comfortable to their individual situation.
- D. All committee members must submit their membership forms within a timeline prescribed by these Bylaws or the Policies and Procedures.

#### Section 5. Prohibition on Dual Membership

There shall be no dual membership.

- A. A person who becomes eligible for membership on more than one basis shall, within thirty (30) days of such duality, inform the Secretary of the eligibility and identify the position that he or she wishes to occupy.
- B. If the person fails to indicate which position he or she elects to occupy, This Committee, by majority vote, shall make the determination.
- C. The Secretary shall certify to the Chair the remaining position(s) as vacant and eligible for election.

### ARTICLE III. VACANCIES AND REMOVALS

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#### Section 1. Definition of Vacancy

- A. A vacancy occurs when a Public Ballot, Ex-Officio, Designated, Appointed, or Alternate member:
  1. Changes voter registration from the district where elected or appointed, or

2. Is removed or resigns from This Committee, or
  3. Is incapacitated or re-registers as other than Democrat, or
  4. When a Voting member is appointed as a Lifetime member, or
  5. Upon the death of a Public Ballot, Ex-Officio, Designated, or Appointed member.
- B. A vacancy also occurs when an Assembly District elects fewer Public Ballot members than it is entitled to elect.
- C. A vacancy also occurs when an Assembly, Senate, or Congressional District fails to nominate a candidate or when the nominee or elected official declines to serve on This Committee.

## Section 2. Replacement

- A. A vacancy in a Public Ballot or Article III, Section 1, C Ex-Officio membership shall be filled by a vote of This Committee no earlier than the first regular meeting of This Committee after the meeting at which either the Secretary or the Chair declares the vacancy. Filling the vacancy shall be the first item on the agenda and shall follow Policies and Procedures Section VI. E. Internal Election Voting Procedure.
- B. In the period between certification of the primary election where Central Committee appears on the ballot and the end of the term, any vacancy in a Public Ballot or Article III, Section 1, C Appointed membership shall be filled by the top vote-getting member-elect not already a Public Ballot, Ex-Officio, or Appointed member of This Committee.
- C. A Legislative Caucus, Article VI, Section 1, may recommend a candidate for replacement of a Public Ballot member or Article III, Section 1, C, Ex-Officio member vacancy occurring in its own district Article VI, Section 2 and shall follow Policies and Procedures Section VII. H. Area or Caucus Nominated Positions.
- D. A vacancy among the Area Vice Chairs shall be filled in accordance with Article IV, Section 4, B, 2.
- E. Any other Ex-Officio or Designated member vacancy shall be filled by the respective electing body.

## Section 3. Role of Alternate During Vacancy

- A. When a Voting member vacancy occurs, with the exception of members removed for cause, the Alternate may continue to serve and vote as the former member's Alternate until a new member is selected in accordance with these Bylaws. Once the new member is seated, the Alternate's membership terminates.
- B. If the Alternate chooses not to serve or they become an Article III.1.A vacancy themselves, the position will remain vacant until a new member is selected in accordance with these Bylaws.

- C. If they choose to run to fill the vacancy, the Alternate will not have a vote for the purpose of filling the vacancy at any Legislative Caucus or Central Committee Meeting.

#### Section 4. Removal by Lack of Attendance

- A. A member may remove themselves by lack of attendance at either Central Committee or Area meetings. A member who has removed themselves by lack of attendance is ineligible for Central Committee membership for the remainder of the biennial term.
- B. All Public Ballot, Designated, and Appointed members have attendance requirements at Central Committee and Area meetings. The presence of a member's Alternate fulfills the obligation of representing the Democratic voters but does not excuse an absence.
  - 1. Any Public Ballot, Designated, or Appointed member, with absences from four (4) consecutive or six (6) total meetings in a calendar year has failed to meet the minimum level of attendance and has removed themselves.
- C. All Alternates, including Ex-Officio Alternates, have a Central Committee attendance requirement when their appointing member is absent and are required to attend all Area meetings.
  - 1. Any Alternate member with absences from four (4) consecutive or six (6) total meetings in a calendar year when serving in lieu of their appointer has failed to meet the minimum level of attendance and has removed themselves.
- D. All Associate members have attendance requirements at Area meetings.
  - 1. Any Associate member with absences from two (2) consecutive or three (3) total meetings in a calendar year has failed to meet the minimum level of attendance and has removed themselves.
- E. Petition for Excused Absence
  - 1. A member may petition the Executive Board for an excused absence via the online member form. Excused absences include but are not limited to; work, health, religious observances, or emergencies.

#### Section 5. Removal by Endorsement of a non-Democratic Candidate

- A. Any member who individually supports or avows a preference for a candidate who is a member of a different Party has removed themselves.
- B. Any member who individually supports or avows a preference for a candidate who has no party preference has removed themselves unless the following criteria are met:
  - 1. Filing has closed,
  - 2. There are no Democrats in the race and

3. The Party has completed its endorsements and has not otherwise weighed in.
- C. If a member is notified by the Party via email that their name has been used in an endorsement by a non-Democratic candidate, the member shall write a letter to the candidate requesting the candidate cease and desist from using their name and provide a copy of this letter to the Secretary within seventy-two (72) hours of the date of the email. Absent this letter, the use of their name will be considered an endorsement and the member has removed themselves.
- D. A member who has removed themselves by support or avowed preference for a candidate who is a member of a different Party or a candidate in the conditions described in Article III, Section 5, Subsection B of these bylaws is ineligible for Central Committee membership for the remainder of the biennial term.

### Section 6. Removal for Cause

- A. Any member, other than an incumbent elected official of the California legislature or U.S. Congress, may be removed for cause by a two-thirds (2/3) vote of This Committee.
- B. Cause shall be defined as:
  1. Where there is an endorsed candidate, campaigning for a non-Democratic candidate or publicly advocating that voters should not vote in that contest;
  2. Committing the Party to unauthorized expenditures;
  3. Criminal conviction involving moral turpitude;
  4. Chronic alcohol or substance abuse affecting ability to serve;
  5. Violations of this organization's Code of Conduct;
  6. Engaging in behavior detrimental to the purpose of the Democratic Party; or
  7. Any other reason set forth in this organization's Policy and Procedures.

### Section 7. Credentials Challenge Procedure

- A. A member of This Committee may initiate a credentials challenge when they suspect one or more of the following conditions apply:
  1. Falsification of voter registration for the purpose of membership in This Committee.
  2. Failure to meet the membership requirements enumerated in Article II-Membership Section 1-5 of these Bylaws, Policies and Procedures Section II-Membership Subsection A, and/or Section C-K.
- B. The Secretary shall refer the matter to the Credentials Committee to consider recommending removal and shall notify the member via email of the pending action and will include the written challenge.

- C. The Credentials Committee will meet for a technical review of the Bylaws, Policies and Procedures and the written challenge to the membership. If the Credentials Committee determines by a sixty percent (60%) vote that the challenge as presented meets the criteria for grounds for removal, the Credentials Committee shall prepare a list of the relevant Bylaws and Policies and Procedures. The meeting should be held within fourteen (14) days of the date the member was notified.
- D. If the Credentials Committee has determined the challenge meets the criteria for the grounds for removal, the Chair will schedule a meeting with the Executive Board, the affected member, and the member who made the challenge to review the facts and circumstances of the challenge and the material provided by the Credentials Committee. The meeting should be held within seven (7) days of the date the Credentials Committee meeting and may be added to the agenda of an already scheduled Executive Board meeting.
  - 1. The affected member may appear in person or may supply a written response to the membership challenge, and any persons wishing to support or deny the request, with the Chair having the option to limit the number of persons who may appear before them.
  - 2. Following the presentation, the room will be cleared for deliberations and vote by the Executive Board.
  - 3. If any member of the Executive Board is either an affected member or the member who made the challenge, they must recuse themselves from the deliberations and the vote. If both the Chair and Chair Pro-Tem have recused themselves, the Executive Board will elect a different Executive Board member to chair the deliberations and voting.
  - 4. A vote to recommend removal of the member requires two-thirds (2/3) of the Executive Board voting in favor of removal. If the Executive Board does not reach a two-thirds (2/3) vote, the member retains their membership. The Secretary will notify the affected member of the decision.
- E. If the Executive Board has recommended removal via credentials challenge, the matter will be taken up for consideration at the next Central Committee meeting as the first item on the agenda and prior to filling any vacancies. The affected member shall be offered the opportunity to appear before This Committee and show cause why removal is unwarranted.
- F. Any vote taken shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure.
- G. Upon removal or censure by a two-thirds (2/3) vote of This Committee, the Secretary shall notify the affected person of This Committee's action.
- H. If a member has been removed, said former member is ineligible for Central Committee membership for the remainder of the biennial term.

- I. If a member resigns or is removed by their appointer during the credentials challenge, said former member is ineligible for Central Committee membership for the remainder of the biennial term.

## Section 8. Ethics Complaints and Removal for Cause Procedure

- A. A complaint shall be filed via the San Diego County Democratic Party Ethics Committee.
- B. The Chair of This Committee shall refer the matter to the Ethics Committee.
- C. If the Chair of This committee is either an affected member or the member who made the complaint, the Co-Chairs of the Ethics Committee shall take the complaint and The Chair of This Committee shall recuse themselves from the matter.
- D. The composition and operation of the Ethics Committee shall be set forth in the Policies and Procedures.
- E. The Ethics Committee shall convene to review the complaint within fourteen (14) days of submission.
- F. The Ethics Committee shall evaluate and review the matter pursuant to the steps set forth in the Policies and Procedures.
- G. After convening to review the complaint, the Ethics Committee shall have thirty (30) days to make its recommendation to the Executive Board. Should the Ethics Committee require additional time, it shall request that time from the Executive Board which may grant that request with a simple majority.
- H. The Ethics Committee may recommend a suspension of a member while the Ethics Committee completes the review, if the Ethics Committee believes the member could be a danger to themselves, members of This Committee, or members of the Party. Such a suspension must be recommended by a unanimous vote. The Executive Board may approve the suspension by a two-thirds (2/3) vote. A suspension shall be effective immediately, it can be appealed to the Central Committee which may revoke the suspension by a simple majority of those present and voting. The Executive Board may also revoke a suspension by a simple majority or those present and voting.
- I. The Ethics Committee may recommend, but are not limited to:
  1. Removal for Cause
  2. Censure
  3. Non-disciplinary settlement of the complaint (e.g. third-party mediation, an apology, cultural sensitivity training, warning, etc.)
- J. The Ethics Committee shall notify the Chair of This Committee of their recommendation. The Chair shall place the item on the agenda of the net regularly scheduled Executive



Board meeting within fourteen (14) days of the receipt of the recommendation. The Co-Chairs of the Ethics Committee, a member of the Ethics Committee representing the dissenting opinion if any, and the subject of the complaint shall be involved at the meeting.

- K. At an Executive Board meeting where an Ethics recommendation is heard, the following process shall be followed.
1. The Co-Chairs of the Ethics committee shall present the Ethics committee findings and recommendations. If there is a dissenting opinion a member of the Ethics committee may present the dissenting opinion.
  2. The member who is the subject of the complaint shall be afforded the opportunity to present their defense.
  3. Following the presentation, the room will be cleared for deliberation and vote by the Executive Board.
  4. If any member of the Executive Board is either an affected member or the member who made the complaint, they must recuse themselves from the deliberations and the vote. If both the Chair and Chair Pro-Tem have recused themselves, the Executive Board will elect a different Executive Board member to chair the deliberations and voting.
  5. The Executive Board may vote to recommend censure of the member with a two-thirds (2/3) vote in favor of censure. If the Executive Board fails to reach the threshold there will be no censure. The Secretary will notify the affected member of the decision.
  6. The Executive Board may vote to recommend a removal for cause with a two-thirds (2/3) vote in favor of removal. If the Executive Board fails to reach the threshold there will be no censure. The Secretary will notify the affected member of the decision.
  7. The Executive Board may vote to approve a non-disciplinary settlement of the complaint via a sixty percent (60%) vote. The non-disciplinary settlement would resolve the complaint and shall not be submitted to the Central Committee for action.
  8. The Executive Board may vote by a simple majority to dismiss the complaint.
  9. If the Executive Board fails to reach a consensus on the complaint, the complaint will be closed without decision.
- L. If the Executive Board has recommended removal or censure, the matter will be taken up for consideration at the next Central Committee meeting as the first item on the agenda and prior to filling any vacancies. The affected member shall be offered the opportunity to appear before This Committee and show cause why removal or censure is unwarranted.

- M. Any vote taken shall be taken pursuant to the Policies and Procedures, Internal Voting Procedure.
- N. Upon removal or censure by a two-thirds (2/3) vote of This Committee, the Secretary shall notify the affected person of This Committee's action.
- O. If a member has been removed, said former member is ineligible for Central Committee membership for the remainder of the biennial term.
- P. If a member resigns or is removed by their appointer during any removal process, said former member is ineligible for Central Committee membership for the remainder of the biennial term.

## Section 9. Censure

- A. This Committee may consider a censure of a member, candidate or public official with a two-thirds (2/3) vote of This Committee. The following provision must apply before a vote is taken:
  - 1. A censure resolution drafted and approved by the Ethics Committee shall be submitted to the Executive Board.
  - 2. The Executive Board shall review the censure resolution and may approve with a two-thirds (2/3) vote.
  - 3. At least 7 days' notice is required prior to This Committee considering a censure resolution. Notice must be given to This Committee and to the person(s) being considered for censure.
- B. A member who is censured may be suspended or removed from their committees or leadership positions by a two-thirds (2/3) vote of This Committee.
- C. A candidate who is censured by This Committee may be removed from consideration for endorsements by This Committee and excluded from all provisions for endorsement.
- D. The censure resolution, once approved, shall be read out loud and attached to the minutes of the meeting.

## ARTICLE IV. OFFICERS

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### Section 1. List of Officers and Membership Requirements

The officers of This Committee are Chair, Area Vice-Chairs, Secretary, Controller, three Directors, and the Most Recent Past Chair.

- A. Public Ballot, Ex-Officio, Designated, Appointed, Lifetime, and Alternate members are eligible to serve as officers.
- B. Each Area as defined in Article VII, Section 1 shall have a Vice Chair.
- C. The Directors shall be the Director of Administration, the Director of Clubs, and the Director of Grassroots Organizing.
- D. The Most Recent Past Chair is the person whom has most recently served as chair of the SDCDP and whom is a different individual than the current Chair for up to two biennial terms of the SDCDP. No vacancy is created if the Most Recent Past Chair declines to serve.
- E. Officers who lose their Central Committee eligibility during the biennial term, and are otherwise members in good standing, shall continue in their Executive Board role for up to thirty (30) days to secure an Officer eligible membership.

## Section 2. Elections

- A. All officers shall be elected at the Central Committee Biennial Organizational Meeting in January following certification of the State Primary Election. The terms of the incumbent officers shall expire and the newly elected officers shall assume their positions at the adjournment of that meeting.
- B. Elections shall be by a majority vote of This Committee. The vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure. The Area Vice Chairs shall be members of the Central Committee who are members of the Area caucus that they represent.
  - 1. The Area Area Vice Chairs shall be elected separately by the Central Committee members who caucus in their respective areas.
  - 2. Elections shall be by a majority vote. The vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure
  - 3. Elections shall be at the Area meetings on the second (2<sup>nd</sup>) Tuesday in January following the certification of the State Primary Election.
  - 4. Vice Chairs shall be ratified by a simple majority of This Committee, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure. Should This Committee fail to ratify a Vice Chair, a vacancy shall occur and shall be remedied as set forth in Article IV, Section 4.
- C. The Executive Board positions for Secretary, Controller and the Director of Administration shall:

1. Be nominated by the Nomination Committee as set forth in the Policies and Procedures. If there is only one candidate for an office, election shall be by voice vote.
2. If there is more than one candidate, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure.
3. If no candidate receives a majority vote, a run-off election shall be held between the two candidates receiving the most votes, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting.

D. The Director of Grassroots Organizing shall:

1. Be selected by the GO Team Regional and Countywide Coordinators (not including Data Coordinators) who shall select one nominee for election to the Office of Director of Grassroots Organizing no later than November 15 following the certification of the State Primary Election.
2. Director of Grassroots Organizing shall be ratified by a simple majority of This Committee, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure. Should This Committee fail to ratify a Director of Grassroots Organizing, the GO Team Coordinators will be asked to provide a new nominee for ratification. Should This Committee fail to ratify the second nominee, a vacancy shall occur and shall be remedied as set forth in Article IV, Section 4.

F. The Director of Clubs shall:

1. Be selected by the Council of Clubs Presidents who shall select one nominee for election to the Office of Director of Clubs at the November Council of Clubs meeting and no later than November 15 following the certification of the State Primary Election.
2. Director of Clubs shall be ratified by a simple majority of This Committee, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure. Should This Committee fail to ratify a Director of Clubs, the Council of Clubs will be asked to provide a new nominee for ratification. Should This Committee fail to ratify the second nominee, a vacancy shall occur and shall be remedied as set forth in Article IV, Section 4.

### Section 3. Removal of Officers

- A. An officer or member of the Executive Board may be removed from office by a two-thirds (2/3) vote of This Committee after receiving either:
1. A recommendation by two-thirds (2/3) vote of the Executive Board, or
  2. Submission to the Executive Board of a petition signed by at least twenty-five percent (25%) of the voting members of This Committee, or

3. For Area Vice Chairs, submission of a petition signed by the majority of the voting members of their Area Caucus.
- B. A vote to remove an Officer shall be held at a properly noticed meeting of This Committee where quorum is present. Notice of meeting shall specify that such action is being considered.
- C. An officer may be removed by a sixty percent (60%) vote of the Executive Board after four (4) absences from regular meetings of the Executive Board.
- D. An officer may be removed if he or she fails to file plans required by these Bylaws within thirty (30) days of the date that such a plan has been requested in writing by the Executive Board.

#### Section 4. Vacancies

- A. At the beginning of each Executive Board term, the Executive Board will elect a Chair Pro-Tem from among the Area Vice-Chairs. In the absence of the Chair, the Chair Pro-Tem shall preside. In the absence or inability of said Pro-Tem, another Chair Pro-Tem shall be elected in the same manner.
- B. When there is a vacancy for an officer position, the position shall be filled in the manner set forth in Article IV, Section 2 with the exception of its calendar provisions.
  1. Notice and Election:
    - a. The majority of the Executive Board may determine that the timeline merits acceleration and notice the vacancy via email or call a special meeting for this purpose. Otherwise, notice shall be given at the first meeting of This Committee to be held after the vacancy occurs and also by email to the full Central Committee within three (3) business days following the meeting.
    - b. A meeting to fill the vacancy requires at least seven (7) days' notice to This Committee.
    - c. The election or ratification shall take place at the next regular meeting of This Committee following notice.
  2. For Area Vice Chairs:
    - a. During a Vice Chair vacancy, Area meetings will be convened by the Area's previously elected Vice Chair Pro-Tem, ratified Area elected Administration Committee representative, or Area Secretary in that order. In the absence of members in those roles a majority of the Executive Board shall designate a member of the Area to run the meetings.
    - b. When following a regular timeline, notice shall be given at the first meeting of the Area or Central Committee to be held after the vacancy occurs and also by email

to the full Central Committee within three (3) business days following the meeting.

- c. Nomination and Area election shall take place at the next regular or special meeting of the Area. See Policies and Procedures, Section VII. H. Area or Caucus Nominated Positions.
3. For Secretary, Controller, or Director of Administration:
    - a. At least seven (7) days shall be allowed for application submissions. The process and deadline for applications will be specified in the email notice to all Central Committee members announcing the vacancy.
    - b. The Executive Board shall serve as the Nomination Committee for a mid-term vacancy for Secretary, Controller, or Director of Administration.
  4. For Director of Grassroots Organizing:
    - a. Notice shall be given via email to the full Central Committee and all GO Team Regional and Countywide Coordinators within three (3) business days after the vacancy occurs.
    - b. Nomination shall take place at the next regular meeting of the GO Team Regional and Countywide Coordinators.
  5. For Director of Clubs:
    - a. Notice shall be given via email to the full Central Committee and the Clubs Council email list within three (3) business days after the vacancy occurs.
    - b. Nomination shall take place at the next regular meeting of the Council of Clubs.
  6. The Chair, or their designee, is responsible for sending email notice of any officer vacancy through the Central Committee and Area email lists.

## Section 5. Duties of Officers

### A. The Chair

1. Shall serve as the chief executive officer and official spokesperson of This Committee,
2. Carry out the policies of This Committee and its Executive Board,
3. Manage, direct, and hire staff, with such hiring to be ratified by the Executive Board,
4. Serve in the Ex-Officio capacity without a vote on all SDCDP committees, caucuses and working groups. This provision does not apply to the Area or caucus in which the Chair resides or the Ethics Committee,

5. Be authorized, subject to Executive Board approval, to create SDCDP committees in addition to those specified in Policies and Procedures, and to appoint Chairs and members to those committees, and
6. Perform other duties as directed by the Executive Board.

## B. The Area Vice-Chairs

1. Shall reside in and represent their respective areas on the Executive Board,
2. Serve as the chief officer and official spokespersons for their areas to This Committee,
3. Be responsible for coordinating the political activities of their areas, including candidate recruitment and support, endorsement recommendations, grassroots organizing, outreach, voter registration, and Get-Out-The-Vote (GOTV).
4. Be prepared to preside in the temporary absence of the Central Committee Chair, if elected as Chair Pro-Tem elected pursuant to Article IV Section 4,
5. Be prepared to act as Chair, should the position of Chair become vacant, until the vacancy is filled pursuant to Article IV, Section 2,
6. Perform other duties of the Chair at the discretion of the Chair,
7. Perform other duties as directed by the Executive Board,
8. Area Vice Chairs may designate another Central Committee member from their Area to serve on the Executive Board in their place in the event of a temporary absence,
9. In their Areas, Vice-Chairs shall:
  - a. Support and coordinate official Party sponsored events and activities such as the annual fundraiser,
  - b. Coordinate area fundraising to support candidates, offices, and mailings,
  - c. Schedule, notice, and conduct Area meetings as specified in the Policies and Procedures,
  - d. Provide guidance and leadership to the Executive Board and This Committee,
  - e. Implement the policies of the Executive Board and This Committee,
  - f. Develop and refine policy presentations for consideration by the Executive Board,
  - g. Review legal and personnel matters for presentation to the Executive Board, and

- h. Carry out any other duties required by these Bylaws.
- 10. Submit attendance records and minutes for regular and special meetings to the County Party Secretary.

### C. The Secretary

- 1. Shall maintain all membership records, attendance records and journals of the Central Committee and Executive Board,
- 2. Maintain current membership lists of SDCDP committees,
- 3. Attend all meetings of This Committee and the Executive Board and take records of the proceeding of such meetings, including records of attendance,
- 4. Make available minutes of these meetings to members of This Committee,
- 5. Serve on the Credentials Committee, and
- 6. Perform other duties as directed by the Executive Board.

### D. The Controller

- 1. Shall be responsible for the receipt and custody of This Committee's funds,
- 2. Keep the financial record of This Committee,
- 3. Present an income statement and balance sheet at each meeting of This Committee,
- 4. Allow any member of This Committee to inspect the financial records after the receipt of reasonable notice,
- 5. Perform other duties as directed by the Executive Board, and
- 6. The Controller in office at the end of the fiscal year shall be responsible for closing the books for that fiscal year and shall complete any tax forms or financial reporting forms pertaining to all or part of his or her term of office.

### E. The Director of Administration

- 1. Shall keep the Bylaws of This Committee current and consistent with the law,
- 2. Draft Policies and Procedures for approval by This Committee,
- 3. Chair the Administration Committee and the Credentials Committee,
- 4. Accept, file, and number all proposed Resolutions, proposed Policy and Procedure changes, and proposed Bylaw changes for review by the Administration Committee,
- 5. Report the results of this review to This Committee,



6. Manage Credentials Committee process, and
7. Perform other duties as directed by the Executive Board.

#### F. The Director of Clubs

1. Shall be responsible for the organization of Democratic Clubs and Democratic support/affinity organizations,
2. Be the Custodian of the bylaws and membership records of all chartered organizations,
3. Oversee the budget, income, and expenditures of the Council of Clubs,
4. Present a coordinated Annual Plan for the development and the activities of Democratic Clubs and Democratic support/affinity organizations to This Committee in accord with the Policies and Procedures,
5. Support the Council of Clubs and coordinate activities with This Committee in accord with the Annual Plan,
6. Serve as Ex-Officio without a vote on the Council of Clubs. If the Director of Clubs is also a current Club President s/he can appoint a member of the club to vote on the club's behalf, and
7. Perform other duties as directed by the Executive Board.

#### G. The Director of Grassroots Organizing

1. Shall serve on the Executive Board as a voting member,
2. Act in an advisory capacity to the current administration, and
3. Perform other duties as directed by the Executive Board.

#### H. The Immediate Past Chair

1. Shall serve on the Executive Board as a voting member,
2. Preside over the Nomination Committee as part of the Central Committee biennial organization process,
3. Act in an advisory capacity to the current administration, and
4. Perform other duties as directed by the Executive Board.

#### I. The Chair Pro-Tem

1. Preside in the absence of the Central Committee Chair,

2. Chair the Resolutions Committee, and
3. Accept, file, and number all proposed Resolutions for review by the Resolutions committee.

## Section 6. Auxiliary Authorities

The Chair shall have the power to appoint or remove a General Counsel and a Media Relations Coordinator. These appointees have no voting rights unless they are already a member of This Committee.

### A. The Treasurer

1. Shall serve under the direction of the Controller and is not automatically a member of the Executive Board,
2. Not be restricted from holding a separate position on the Executive Board,
3. Be a registered Democrat, but need not be a member of This Committee,
4. Be subject to the advice and consent of the Executive Board,
5. Be ratified by a majority vote of This Committee at its first regular meeting after the appointment is made,
6. Be responsible for the timely filing of campaign spending records,
7. Complete any tax forms or financial reporting forms, and
8. Coordinate with the Controller in the preparation of financial statements by providing campaign spending records and other material considerations.

### B. The General Counsel

1. Shall be licensed to practice law in the state of California,
2. Be a registered Democrat, but need not be a member of This Committee,
3. Attend Steering Committee, Executive Board, and Central Committee meetings in an advisory capacity only,
4. Be subject to the advice and consent of the Executive Board, and
5. Be ratified by a majority vote of This Committee at its first regular meeting after the appointment is made.

### C. The Parliamentarian

1. Shall assist the chair regarding Robert's Rules of Order
2. Be a registered Democrat but need not be a member of This Committee. If the

Parliamentarian is a member of This Committee, they shall retain all of their membership privileges.

3. Must be ratified by a majority vote of This Committee at the next regular meeting after an appointment by the Chair of This Committee has been made.
4. Shall be a member of the Administration Committee

#### D. The Media Relations Coordinator

1. Shall be subject to the advice and consent of the Executive Board,
  2. Be a registered Democrat, but need not be a member of This Committee, and
  3. Be ratified by a majority vote of This Committee at its first regular meeting after the appointment is made.
- E. This Committee may create additional auxiliary authorities by defining them in Policies and Procedures.
- F. Nothing shall prevent This Committee from approving compensation for the holder of a contracted position.

## ARTICLE V. MEETINGS

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### Section 1. Number of Regular Meetings

This Committee shall hold at least nine (9) meetings in an election year and at least six (6) meetings in non-election years. The Biennial Organizational Meeting is the first regular meeting of the new term and takes place in January following the certification of the Statewide Primary Election. A regular meeting may also be an endorsement meeting if it has been noticed in accord with these Bylaws Article XIII, Section 3.

### Section 2. Area Meetings

The Areas shall meet at least once every ninety (90) days on dates that do not conflict with Central Committee meetings. The date, time, and location of Area meetings shall be determined by vote of the Area's members. The Biennial Organizational Area Meeting is the first regular Area meeting of the new term and takes place in January following the certification of the Statewide Primary Election. An Area meeting may also be an endorsement recommendation meeting if it has been noticed in accord with Article XIII, Section 3.

### Section 3. Special Meetings

Special meetings are limited to the agenda items necessitating the special meeting and may be called by the Chair or as specified in the Policies and Procedures. The notice requirements and procedure shall be set forth in Policies and Procedures.

### Section 4. Credentialing

- A. A roster of credentialed members shall be prepared prior to each regular meeting of This Committee and shall be used for all meetings that are held prior to the next regular meeting of This Committee.
- B. Credentialing policies including changes to the credentialed roster during the period shall be set forth in Policies and Procedures.

### Section 5. Quorum

A quorum of This Committee shall be composed of a majority of the members of the Central Committee entitled to vote with the exception that Lifetime members do not count towards or against quorum. An Area meeting quorum shall be composed of twenty-five percent (25%) of those members eligible to vote for regular meetings, twenty-five percent (25%) of those members eligible to vote for friendly incumbent recommendation meetings where there is no declared Democratic challenger, and thirty-three percent (33%) of those members eligible to vote for all other endorsement recommendation meetings.

### Section 6. Participation and Voting

- A. A member must be physically present to participate or vote at any Central Committee meeting, Area meeting, or Legislative Caucus. Proxy and absentee voting are prohibited.
- B. An Affinity club Associate member has the right to speak in Areas without a credentialed Associate member for that club. Affinity clubs are limited to one vote in any Area or Legislative Caucus.

### Section 7. Motions

The number of votes required to pass a motion, make a recommendation, or make an endorsement will be based on those present and voting unless otherwise specified in these Bylaws or Policies and Procedures. In all instances, a motion to table shall be subject to a two-thirds (2/3) vote.

### Section 8. Notice

The Notice requirements and procedure shall be set forth in Policies and Procedures.

## ARTICLE VI. CAUCUSES

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### Section 1. Legislative Caucus

#### A. Definition

A Legislative Caucus shall include all Public Ballot, Ex-Officio, Designated, Appointed, Lifetime, Alternate, and Associate members of the Central Committee who are registered to vote in said district.

## B. Vacancies

The Area Vice Chair with the largest number of registered Democrats in the district will serve as the presiding officer for the relevant caucus for the purposes of making a recommendation to fill a vacancy in the district.

## ARTICLE VII. AREAS

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In order to create a more efficient and effective Central Committee, the San Diego County Democratic Central Committee shall be divided into regional areas. Such division will facilitate more grassroots participation through regular Area meetings. Candidate recruitment will be enhanced through this regional process by employing the perspective and knowledge of the local Central Committee members, who will have more time for vetting candidates and ballot measures. The Areas shall then convey the results to the Executive Board. The result will be a streamlined endorsement process when the full Central Committee convenes to deliberate and vote.

### Section 1. Definition

The Central Committee shall be divided into regional Areas whose boundaries shall be defined and set forth in the Policies and Procedures.

### Section 2. Membership

Central Committee members as defined in Article II, Section 1 shall have the right to vote on official Central Committee business in front of their respective areas.

### Section 3. Coherence

- A. The duly elected leader (Vice Chair) of each Area shall sit on the Executive Board of the San Diego County Democratic Party.
- B. If Areas create leadership positions that mirror the directorships on This Committee – e.g., Secretary – those individuals shall work with their counterparts on This Committee to ensure coherence and effectiveness.
- C. The Areas shall act in a manner that does not conflict with these Bylaws and This Committee's Policies and Procedures.

## ARTICLE VIII. EXECUTIVE BOARD

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### Section 1. Membership

The Executive Board shall consist of the officers of This Committee.

### Section 2. Duties

The Executive Board shall:

- A. Implement the policies of This Committee,
- B. Develop and refine policy presentations for consideration by This Committee,
- C. Review legal and personnel matters for presentation to This Committee, and
- D. Carry out any other duties required by these Bylaws.

### Section 3. Meetings

The Executive Board shall meet in a manner set forth in the Policies and Procedures. The Chair of the Central Committee or a majority of the board members may call a special meeting or change the regular meeting date of the Executive Board upon seventy-two (72) hours' notice to each member of the Executive Board.

### Section 4. Voting

Neither proxy voting nor absentee voting shall be permitted at any Executive Board meeting. However, this prohibition shall not be construed as to disallow electronic voting.

### Section 5. Quorum

A quorum of the Executive Board is composed of a majority of the officers of the Executive Board.

## ARTICLE IX. COMMITTEES

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### Section 1. Definition

- A. This Committee has Standing, Special Purpose, and Ad Hoc Committees.
- B. The makeup, leadership, function, duties, and rules governing these Committees shall be set forth in the Policies and Procedures.
- C. The Chair may appoint members to serve on any Committee with the consent of the Executive Board and subject to the provisions in the Policies and Procedures.
- D. "Gender" shall mean one being either "self-identified female" or "other than self-identified female" including gender non-binary and gender non-conforming. "Gender balance" shall mean of the gender necessary to maintain, achieve or improve equal division on a committee.

### Section 2. Standing Committees

- A. The Administration Committee to assist in drafting, reviewing, and recommending amendments to the Bylaws, Policies and Procedures, and to serve on the Credentials Committee.
- B. The Club Development Committee to assist the development of Democratic clubs and to aid in the support of chartered clubs.

- C. The Grassroots Organizing Committee to provide leadership for the SDCDP's precinct based voter contact program known as the Grassroots Organizing (GO) Team.
- D. The Resolutions Committee to review proposed resolutions submitted for endorsement to This Committee.
- E. The Ethics Committee to review and evaluate allegations of unethical behavior or activities involving any Democrat residing in San Diego County.

### Section 3. Special Purpose Committees

- A. The Candidate Support and Assistance Committee (CSAC) supports Democratic candidates for partisan state-level offices.
- B. The Communications Committee to assist in managing and implementing the SDCDP communications plan.
- C. The Credentials Committee to review any credentials concerns or membership eligibility challenges for accordance with the Bylaws and Policies of This Committee.
- D. The Membership Development Committee to increase engagement in the activities of the Party, both by Central Committee members and non-members, and to develop and implement a program ensuring that Central Committee membership reflects the diversity of registered Democrats in San Diego County.
- E. The Nomination Committee to review applicants for the Executive Board as set forth in the Policies and Procedures.
- F. The Voter Registration Committee to develop and implement a plan for increasing Democratic Voter Registration in San Diego County.
- G. The Platform Committee to develop and amend the platform of the San Diego County Democratic Party.

### Section 4. Ad Hoc Committees

Ad Hoc Committees may be created in accord with the Policies and Procedures.

## ARTICLE X. DEMOCRATIC ORGANIZATIONS

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### Section 1. Definition and Purpose

- A. A Democratic Club is an organization of Democrats allied by defined geographic area, special interest, or cultural community. A Club's purpose is to support and strengthen the Democratic Party through the political development, activity, and advocacy of its membership. A Club's objectives are to foster active interest in the local, state and national Democratic Party, to contribute to San Diego County Democratic Party

leadership and responsibility, to support the campaigns of Democratic candidates representing the Club's constituency, and to engage in grassroots outreach, organizing and recruitment within its area, or special interest or cultural community.

- B. A Democratic Coalition is an association of regionally affiliated representatives of the San Diego County Democratic Party Central Committee, California Democratic Party, Democratic Clubs, and Democratic-friendly organizations (such as labor unions). A Democratic Coalition's purpose is to coordinate and promote the common goals of the entities represented, to develop and implement projects that are beneficial to Democrats and Democratic organizations in the region, to support the campaigns of Democratic candidates in the region, and to foster Democratic grassroots organizing efforts in the region. A Democratic Coalition is not a governing body for the entities whose members associate with it.
- C. The Council of Clubs is an informal assembly of Democratic Club and Democratic Coalition presidents or their designated representatives. The Council's purpose is to foster communication and cooperation between Council members, to assist in building the organizational capacity of Clubs and Coalitions, to develop and implement projects that are beneficial to Council members' operations, and engage in other activities as the Council deems appropriate. The Council of Clubs is not a governing body for the entities represented.

## Section 2. Authorization

A Democratic Club or Democratic Coalition shall charter annually with This Committee to be authorized as the Democratic Club for a defined geographic area, special interest or cultural community, or the Democratic Coalition for a specific region.

- A. This Committee shall charter at most one Democratic Coalition per Central Committee Area.
- B. This Committee shall charter clubs with a geographic focus. These clubs are typically named for the community and boundaries may overlap. These clubs are known as Geographic Clubs and caucus in the Area they represent.
- C. This Committee may charter a Democratic Club that seeks to address a unique population, cultural community, special interest, or demographic. These clubs are known as Affinity Clubs and have a countywide voice. Affinity clubs designate the Area where their primary member will. caucus and may seek and be approved for additional representation in other Areas.
- D. This Committee may charter a Democratic Club affiliated with an educational institution. These clubs are known as Academic Clubs and caucus in the Area where the institution is located.
- E. Club charters and additional Affinity Club Associate memberships shall be considered through September of a Statewide or Presidential election year. New club chartering shall resume with the January Biennial Organization meeting.



- F. The Executive Board, upon recommendation by the Director of Clubs, may renew a club's charter when all requirements have been met and the next regular Central Committee meeting is at least forty-five (45) days from the previous meeting.

### Section 3. Requirements

- A. Membership shall be open to all Democrats regardless of race, religion, national origin, sex or sexual orientation, or gender identity.
  - 1. A Club or Coalition's voting members shall be defined as members who are registered Democrats in San Diego County or have expressed the intention of becoming registered Democrats in San Diego County as soon as they are eligible to register to vote.
  - 2. A Club or Coalition's non-voting membership may include individuals that are registered as other than Democratic Party
- B. To charter, the Club or Coalition must have at least twenty (20) voting members and will have a voice in their designated Area.
- C. To obtain an Associate member, the Club or Coalition must have at least twenty (20) unique voting members.
- D. At least two-thirds (2/3) of all those who make up the Club or Coalition shall be registered Democrats or individuals who have expressed the intention of becoming registered Democrats as soon as they are eligible.
- E. Only registered Democrats, or those who have expressed the intention of becoming registered Democrats as soon as they are eligible, may serve as Club or Coalition officers or vote on Club or Coalition business.
- F. The Club or Coalition's bylaws shall have a process that governs the selection of potential representatives to the CDP and SDCDP.
- G. The Club or Coalition shall meet individually at least once quarterly and for all endorsement votes and all meeting dates, times, and locations shall be provided to the SDCDP at least fourteen (14) days prior to the meeting for publication on the SDCDP website. A copy of the notice, agenda, and minutes for business meetings or endorsement meetings shall be supplied via email to the Director of Clubs and the SDCDP.
- H. The club shall meet the requirements for endorsements in these Bylaws XIII. Endorsements, Section 7 Rules Concerning Endorsements by Chartered Clubs.
- I. As stated in Section 5 below, the use of the word "Democratic" shall be subject to the approval of the Executive Board when a chartered club or coalition solicits funds.
- J. Additional rules for the appointment and credentialing of Associate members and the chartering process shall be set forth in the Policies and Procedures.

## Section 4. Suspension, Revocation and/or Denial of a Club or Coalition's Charter.

If, assuming the alleged facts are true, good cause exists for suspension, revocation or denial of renewal of a charter, such allegations shall first be presented to the Executive Board at its regularly scheduled meeting according to the procedure provided below:

- A. The Executive Board shall determine if it will give consideration to an allegation and if so, will place it on its agenda for a designated subsequent meeting.
- B. At least twenty (20) days' written notice shall be provided to the president of the affected Club or Democratic Coalition, at the mailing address filed with the Central Committee at application for charter or renewal of charter, specifying the allegation and giving notice of the date the allegation will be heard. The Club or Coalition President or another designee shall be allowed to respond to the allegation at the Executive Board meeting noticed.
- C. The Executive Board, by a two-thirds vote, may recommend to This Committee that it suspend, revoke or deny renewal of the Club or Coalition's charter.
- D. At least thirty (30) days' notice to the members of This Committee and to the President of the affected Club or Coalition shall precede such a recommendation. The notice shall specify the allegation and findings by the Executive Board.
- E. Approval of the Executive Board's recommendation shall require a two-thirds (2/3) vote of This Committee, the vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure. Such approval shall be effective immediately.
- F. If This Committee approves the recommendation of the Executive Board to suspend, revoke or deny renewal of a charter, the Secretary shall give said Club or Coalition written notice of the decision.
- G. If a Club or Coalition's charter is revoked or not renewed, no other club or support/affinity organization shall be chartered using the same name for the twelve (12) months immediately following such revocation or denial of renewal.

## Section 5. Affiliated Organizations

Pursuant to Elections Code Section 20201, the Executive Board may permit any organization to use the title Democrat or Democratic in its name when soliciting for the use of the Democratic Party; however, the organization shall not, by itself, constitute a representation that funds solicited by that organization are being solicited for the use of the Democratic Party.

# ARTICLE XI. ANNUAL BUDGET

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## Section 1. Fiscal Year

The Fiscal Year of This Committee shall run from January 1, through December 31, of each calendar year.

## Section 2. Budget Process

- A. The Controller, and the Chair of This Committee or their designee shall develop an annual budget to be recommended by the Executive Board to This Committee.
- B. The Chair of This Committee or their designee shall present the annual budget to This Committee for ratification by majority vote. The vote shall be conducted pursuant to Policies and Procedures Section VI, E. Internal Voting Procedure.
- C. Proposed changes to an approved annual budget shall be sent to the Controller, who shall make a recommendation to the Executive Board.
  - 1. A proposed amendment less than or equal to one thousand dollars (\$1,000) may be enacted by a simple majority vote of those present at a regular meeting of the Executive Board.
  - 2. Proposed amendments above one thousand dollars (\$1,000) may not be enacted without the approval of a simple majority of This Committee.
- D. Additional rules, requirements, and responsibilities of the budget process shall be set forth in the Policies and Procedures.

## ARTICLE XII. REQUIREMENTS FOR EXPENDITURES

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### Section 1. Budgeted Expenditures

Usual and ordinary operating expenditures that are authorized in accordance with a ratified annual budget may be paid upon approval by the Chair of the Central Committee or by the affected Area Vice Chair.

### Section 2. Unbudgeted Expenditures

Shall be made in accordance with the Policies and Procedures.

## ARTICLE XIII. ENDORSEMENTS

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### Section 1. Resolutions

This Committee may consider and take public positions on any matter of general public concern as resolutions.

- A. Any registered San Diego County Democrat may submit a resolution for consideration by the Central Committee. All Resolutions shall:
  - 1. Adhere to and reflect the goals and principles of This Committee as enumerated in these Bylaws and the Platforms of the National, State, and This Committee's Platform.

2. Be signed by a member of the Central Committee,
3. Follow the submission format set forth in the Policies and Procedures.

## Section 2. Nonpartisan Candidates and Ballot Proposition/Initiatives

- A. This Committee may endorse candidates for nonpartisan offices providing:
  1. The candidate is a registered Democrat,
  2. Endorsements are not given to more candidates than there are open seats for the office,
  3. The office does not extend beyond the San Diego County boundaries,
  4. The candidate has declared their intention to run to the Registrar of Voters, the State of California, This Committee, or the Chair of This Committee,
  5. Reasonable attempts are made to notify all declared candidates who the Party has established with certainty are registered Democrats are notified regarding the date, time, and place of all relevant meetings and of the endorsement process at least five (5) business days in advance of the meeting. A qualified candidate, as defined in Article XIII, Section 2, 4, who declares their intention to run for an office after notice of recommendation or endorsement has been provided to all other candidates will be sent all relevant information and allowed to participate at the discretion of the meeting convener, but in no instance, will said discretion require notice beyond that which has already been given.
  6. A Democratic candidate may speak or may designate a Central Committee member to speak or read a letter on their behalf.
  7. The candidate has requested the Central Committee endorsement and returned all required documentation at least two (2) business days prior to the meeting where endorsement or recommendation will be considered.
  8. The filing deadline has passed, unless the candidate is an incumbent or in races that have been identified as strategically critical.
    - a. For races that are fully enclosed within an Area, upon recommendation by the Area, This Committee may endorse incumbents early and without a questionnaire.
    - b. For races that cross Area boundaries, This Committee may endorse incumbents early and without a questionnaire following a recommendation by the Areas or upon recommendation by the Executive Board.
    - c. A race may be designated as strategically critical following a preliminary recommendation by a two-thirds (2/3) vote by the Area(s), secondary

recommendation by the Executive Board, and approval by a two-thirds (2/3) vote of This Committee.

- d. In special elections, a race may be designated as strategically critical by a two-thirds (2/3) vote of the Executive Board in lieu of the Area voting to recommend on the designation.
  - e. Endorsements in races designated strategically critical may be considered at the next Central Committee meeting following the designations providing all notice and Questionnaire requirements have been met.
- B. This Committee shall approve one or more candidate questionnaires to be completed and submitted prior to endorsement by all eligible non-incumbent nonpartisan candidates for office fully within San Diego County.
- C. Positions on ballot initiatives and propositions may be taken by This Committee. However, This Committee shall not take a position on any statewide initiative that is contrary to that of the Central Committee of the California Democratic Party.

### Section 3. Notice for Endorsement and Recommendation Meetings

All Central Committee endorsement meetings and Area endorsement recommendation meetings require prior notice to the membership.

- A. Notice is hereby given: the first two Central Committee meetings occurring after the close of filing, including any extended filing, for Primary, General or Special Elections may consider any race or measure appearing on the ballot for endorsement.
- B. Notice is hereby given: the first two Area Committee meetings occurring after the close of filing, including any extended filing, for Primary, General or Special Elections may consider any race or measure appearing on the ballot in that Area for a recommendation for endorsement.
- C. Notice is hereby given: the first two Central Committee meetings following a Primary Election may consider an endorsement in any run-off race lacking an endorsed Democratic candidate.
- D. Notice is hereby given: the first two Area Committee meetings following a Primary Election may consider a recommendation for endorsement in any run-off race lacking an endorsed Democratic candidate.
- E. At least fourteen (14) days' notice shall be given prior to the meeting in which This Committee considers an endorsement for a specific candidate race or a ballot measure.
- F. At least seven (7) days' notice shall be given prior to the meeting in which an Area considers a recommendation for a specific candidate race or a ballot measure.
- G. At least thirty (30) days' notice shall be given to Clubs prior to the meeting in which an Area considers a recommendation for a specific candidate race or ballot measure.

- H. The Executive Board may, with at least seven (7) days' notice, call a special meeting of This Committee to consider endorsing a candidate or a ballot measure

#### Section 4. Ratings for Democratic Candidates

- A. Once an Area or This Committee has adopted a no endorsement or no consensus recommendation, the endorsement process is complete. There is no requirement to examine the candidates further; however, the Chair or Vice Chair may entertain a motion to rate each of the candidates: a) Qualified, b) Unacceptable, or c) No Position.
- B. If a motion has been made and seconded to rate the candidates, then all candidates must be reconsidered, one time only, for a rating. Each candidate may be rated individually. The Central Committee or an Area has the option to rate candidates as a group or as individuals or in any combination thereof as the body sees fit so long as each candidate is not examined for a rating more than once. The threshold to pass a "Qualified" or "Unacceptable" rating is sixty percent (60%).
- C. When only one previously rated as Qualified candidate advances to a top-two runoff, they automatically become the endorsed candidate.
- D. In all other cases, any rating made in a Primary Election does not carry over to the General Election.

#### Section 5. Rescission of Endorsements, Positions, or Ratings

This Committee by a two-thirds (2/3) vote may rescind any endorsement, position, or rating previously made in a nonpartisan race.

#### Section 6. Rules Concerning Candidates

This Committee may consider a vote to designate a candidate as "Do not vote for". The threshold for the designation is sixty percent (60%).

#### Section 7. Rules Concerning Endorsements by Chartered Clubs

- A. Chartered clubs shall endorse only registered Democrats.
- B. Non-Democratic candidates may only be rated qualified or unacceptable.
- C. Chartered clubs shall notice their full membership that endorsement consideration will be made in a particular race or races at least fourteen (14) days prior to the meeting. Notification shall be made by email to the full membership or, absent an email address, by U.S. Mail or an alternative method as specified in the club's bylaws.
- D. Reasonable attempts are made by the club to notify and invite all declared candidates who the Party has established with certainty are registered Democrats regarding the date, time, and place of the club's meetings and of the club's endorsement process at least five (5) business days prior to the meeting. A copy of any meeting notice sent to candidates shall be supplied via email to the Director of Clubs and the SDCDP.

- E. Requests for information regarding candidates from the club to the Party office must be made at least seven (7) business days prior to the meeting.
- F. Endorsements by chartered clubs shall not be construed as the official endorsement of either the California Democratic Party or the San Diego County Democratic Party. Words to that effect shall be clearly visible wherever a chartered club's endorsement is referred to.
- G. Any publication of endorsements by chartered clubs shall clearly delineate between endorsed candidates and candidates rated qualified.
- H. All local Democratic candidates must have an opportunity to speak or be allowed a surrogate to speak on their behalf at the endorsement meeting for their race.
- I. If a club fails to comply with the rules concerning endorsements, the Executive Board may suspend all their endorsement voting rights, until the matter has been resolved.

## ARTICLE XIV. Elected Officials

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### Section 1. Vote of No Confidence

This Committee, by a two-thirds (2/3) vote, may express no-confidence in an elected Democratic Official. An Area may make a recommendation, by a two-thirds (2/3) vote, that This Committee express no-confidence in an elected Democratic Official whose district is fully enclosed in their Area.

### Section 2. Request for Resignation

This Committee, by a two-thirds (2/3) vote, may request the resignation of an elected Democratic Official. An Area may make a recommendation, by a two-thirds (2/3) vote, that This Committee request the resignation of an elected Democratic Official whose district is fully enclosed in their Area.

### Section 3. Removal of Friendly Incumbent Endorsement Designation

This Committee may disallow early incumbent endorsement designation to any officeholder who endorses a non-Democratic candidate in any challenged political race or endorses a non-Democratic candidate in a non-challenged political race and a Democratic challenger is subsequently endorsed by the Party who fails to withdraw their endorsement of the non-Democratic challenger immediately.

- A. The Chair shall inform said candidate of the removal of consideration for early incumbent endorsement status upon request of the Executive Board or Area.
- B. In the event that the candidate appeals this removal, an affirmative majority vote of This Committee members at a properly noticed meeting shall be required to restore early incumbent endorsement consideration.

- C. Candidates who have been removed from early incumbent endorsement consideration may complete a candidate questionnaire and apply for endorsement consideration following the filing deadline for the office to which they are incumbent.

## ARTICLE XV. Democratic State Central Committee (DSCC) Delegation

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### Section 1. DSCC Appointment

- A. As part of the Biennial Organization, the Chair of This Committee and Public Ballot members shall be automatically elected to serve as a representative of this County Committee to the State Committee as part of the SDCDP DSCC Delegation, provided they have submitted written intent that they wish to serve on the DSCC via the member form.
- B. Any remaining representatives apportioned to SDCDP by the State Committee shall be elected at-large from This Committee's Voting, Alternate, and Associate members in accordance with the Policies of This Committee.
- C. If there are more interested candidates than there are delegation positions, they will be added to the DSCC delegation waitlist. New members appointed following the Biennial Organization may add themselves to the DSCC delegation waitlist via the member form.
- D. Representatives to the Executive Board of the DSCC will be selected by This Committee from the SDCDP DSCC Delegation following the CDP Convention in odd-numbered years in accordance with DSCC requirements and the Policies of This Committee.
- E. Dual representation is not allowed:
  - 1. Members must choose between representation to the CDP via the ADEM membership or via the SDCDP delegation within five (5) calendar days of their latter election and notify the SDCDP with written notification via the member form. A member who fails to notify the SDCDP of their selection has vacated the position in the SDCDP delegation.
  - 2. If a member is elected via the ADEM to an ADEM Executive Board seat, they will automatically become a Designated member of the SDCDP and any previously allotted SDCDP delegation position is vacated.
- F. The names of the delegation members will be publicly available via the SDCDP Website.

### Section 2. Term and Vacancies

- A. Representatives shall serve as part of the SDCDP DSCC Delegation for the remainder of the biennial term as long as they remain a member of This Committee.
- B. Vacancies will be declared and filled in accordance with the Policies of This Committee.



## ARTICLE XVI. RULES

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### Section 1. Amendment of the Bylaws or Policies and Procedures

- A. This Committee may amend these Bylaws with a two-thirds (2/3) vote. Seven (7) days' notice is required to amend the Bylaws.
- B. The Policies and Procedures may be amended at any meeting of This Committee with a sixty percent (60%) vote.
- C. The process for the submission and review of proposed amendments is set forth in the Policies and Procedures.

### Section 2. Robert's Rules of Order

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern This Committee, including Areas, caucuses, and committees, in all cases in which they are applicable and in which they are not inconsistent with these Bylaws, except that in all instances a motion to table shall be subject to a two-thirds (2/3) vote.