



## 2021 Clark County Democratic Party Election Rules

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## 2021 Clark County Democratic Party Election Rules

### Positions on the Ballot

The elected officers of the Clark County Democratic Party to be elected by its membership are the Chair, First Vice-Chair, Second Vice-Chair, Third Vice-Chair, Recording Secretary, Corresponding Secretary, and Treasurer.

In addition to the seven officer positions, there is one (1) member representing each of the seven (7) Clark County Commission Districts (A, B, C, D, E, F, and G) to be elected to the Executive Board, and a Special Audit Committee of the CCDP composed of (5) five members who are elected at-large will be voted upon during this election.

### Notification Process

The Chair of the Clark County Democratic Party shall notify the membership of the CCDP Central Committee of the upcoming election. The announcement will also be posted on the CCDP website and social media networks not less than **sixty (60) days** before a regular election. (*Article IV, Section 4(d) Bylaws*)

Notification of an upcoming election will also be emailed to the chairs of all Clark County Democratic clubs and caucuses.

The Notice shall include the date of the election, deadlines for filing a Declaration of Candidacy, information on candidate forums, and the time and location of the Election Meeting. It shall also contain these rules and/or a link to where the rules and the Declaration of Candidacy forms may be located.

### Candidate Eligibility

All candidates must live within Clark County and be a registered Democrat for at least 90 days prior to election.

Candidates must be a current member of the Clark County Democratic Central Committee (CCDP) in good standing.

Candidates running for the Commission District representative must reside in their respective district.



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Candidates may not be a member of the Elections Committee. If an individual on the committee wishes to run for an elected office, one must resign before filing a declaration of candidacy.

### Filing Process

Declaration of Candidacy Forms will be available online in a downloadable PDF format at the CCDP website ([www.clarkdems.com](http://www.clarkdems.com)) and at the CCDP office, located in the Nevada State Democratic Party office, at **2310 Paseo Del Prado Drive, Suite A120 in Las Vegas, NV, 89102**, the same day the announcement of an upcoming election is made.

Candidates are encouraged to promote transparency and demonstrate a commitment to the office they wish to serve by completing a Declaration of Candidacy form before the 30-days before the election cutoff.

Individuals wishing to file a Declaration of Candidacy may do so beginning at **5:00 pm on June 21, 2021**, and forms **MUST** be submitted no later than **5:00 pm on July 1, 2021**. **All declaration forms must have an original signature** and may be emailed, hand-delivered or sent by U.S. mail.

Email: [elections@clarkdems.com](mailto:elections@clarkdems.com)

US Mail or in person - **Clark County Democratic Party  
2310 Paseo Del Prado Dr. Suite A120  
Las Vegas, NV 89102**

Any Declaration of Candidacy form received via U.S. mail must be **received – not merely postmarked - by the deadline**.

It is the responsibility of each candidate to confirm that the CCDP has received his or her Declaration of Candidacy form.

### Publication

The primary source for election and candidate information shall be the Clark County Democratic Party website at [www.clarkdems.com](http://www.clarkdems.com).

All Declaration of Candidacy forms submitted within the prescribed time frames will be released to the CCDP Membership no less than **fourteen (14) days** before the Election Meeting. (*Article IV, Section 4(f) Bylaws*)



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All Declaration of Candidacy Forms submitted within the prescribed time frames will be posted on the CCDP website.

Candidates interested in removing their names from the printed ballot must do so by withdrawing their candidacy **no later than 5:00 p.m. three business (3) days** before the Election Meeting.

### Nomination Process and Candidate Speeches

Candidates who have filed a Declaration of Candidacy will be vetted for eligibility before being announced to the CCDP Central Committee.

A list of candidates that have been properly vetted per the elections committee and have met eligibility requirements will be sent to the Central Committee no later than 14 days prior to the Election Meeting.

Candidates who have been successfully vetted will be formally nominated at the Election Meeting on **Saturday, July 31, 2021**.

The Elections Chair will call for the attendance and determine that a quorum of at least 15% of the voting membership is in attendance at the Election Meeting before conducting any election business. No other business may be conducted.

Candidate speeches will be given for successive offices in the order they're listed in the bylaws and speaking order will be in alphabetical order by last name.

Each Candidate for constitutional office will be allotted a total of **three (3) minutes** to address the CCDP Central Committee.

Each Candidate for Commission District Representative will be allotted a total of **two (2) minutes** to address the CCDP Central Committee.

Each Candidate for the Special Audit Committee will be allotted a total of **one (1) minute** to address the CCDP Central Committee.

The allotted time may be used for nominating speeches, seconding speeches and candidate speeches at the discretion of each candidate. Only confirmed members of the CCDP in good standing may address the Central Committee on



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behalf of a candidate. The total allotted time for each candidate shall not be extended.

### **Nominations from the Floor:**

- i. In the event that no one files for a specific office by the close of the filing deadline, nominations for that office shall be taken from the floor at the Election Meeting.
- ii. For offices in which one or more candidates submitted a Declaration of Candidacy form prior to the filing deadline nominations from the floor will NOT be permitted except in cases where all the original candidate(s) have withdrawn or are found to be ineligible for the position. If there are any remaining original candidates who filed prior to the filing deadline, no floor nominations will be accepted.
- iii. Other than the conditions listed above, no other opportunity for nominations from the floor will be accepted.
- iv. Individuals who self-nominate or who accept a nomination at the Election Meeting shall be allotted time to address the CCDP Central Committee as described above.
- v. Individuals who self-nominate or who accept a nomination at the Election Meeting must submit a signed Declaration of Candidacy immediately upon nomination.
- vi. Candidates who are nominated on the floor at the Election Meeting must be vetted.



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### Candidate Campaign Activities

Individuals who submit a Declaration of Candidacy form before the filing deadline and those nominated and successfully vetted at the Election Meeting become official candidates.

Candidates are permitted to submit up to three (3) candidate statements via email. Candidates must submit their email message to [elections@clarkdems.com](mailto:elections@clarkdems.com) as follows:

**By 5pm on Tuesday, July 6, 2021 for publication no later than July 8, 2021.**

**By 5pm on Tuesday, July 13, 2021 for publication no later than July 15, 2021.**

**By 5pm on Tuesday, July 20, 2021 for publication no later than July 22, 2021.**

Campaign emails should not contain commercial content or advertising.

Campaign messages and any campaign materials should clearly identify the source of the message and associated contact information. Each message should state ***"This message produced and distributed by \_\_\_\_\_" followed by their email address, mailing address, and phone number.***

Only those messages submitted during the prescribed campaign period will be distributed.

The CCDP Technology Committee Chair will post candidate campaign messages to the CCDP website as directed by the Elections Chair. If the Technology Director is a candidate for office, the messages will be posted by the Elections Chair.

The CCDP Communications Committee Chair will post general election information on the official CCDP Facebook page. If the CCDP Corresponding Secretary is a candidate for office, the information will be posted by the Elections Chair.

Neither CCDP members nor candidates may post campaign messages or other election materials/products on the official CCDP Facebook page.

Candidates may post their campaign messages on other Democratic social media locations as permitted by the administrators of those sites.



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Candidates may create their own website or social media page to promote their campaign.

Candidates, including those who intend to be write-in candidates, may distribute campaign materials at the Election Meeting on the seats and areas directly adjacent to the meeting hall. Candidates must cease campaigning in the meeting area or any other area that would disrupt business once the Election Meeting is called to order.

Campaigning and electioneering may be conducted during the Election Meeting by all candidates, including write-in candidates, in an area directly adjacent to or outside the voting area. Electioneering that can be heard in the voting area, such as cheering, yelling, clapping, etc., is not permitted.

Candidates are responsible for removing all of their campaign materials at the conclusion of each meeting.

The names of write-in candidates will not be included in any CCDP election materials.

The names of candidates nominated from the floor at the Election Meeting will not be printed on the election ballot.

Individuals who did not file a Declaration of Candidacy form may not participate in CCDP sponsored candidate forums.

Candidates are encouraged to tout their own skills instead of focusing negatively on their opponent. Defamation of character will not be tolerated.

Candidates may not use the CCDP logo or other branded materials in their campaign literature.

## **Credentials Committee**

The Credentials Committee will resolve all election disputes concerning eligibility to vote, and such resolutions will occur upon a majority vote of the Committee.

Each Democratic club and caucus in Clark County in good standing will be allowed to designate one individual to serve on the Credentials Committee. That individual may not be a candidate for office.



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Individuals serving on the Credentials Committee must be a confirmed member of the CCDP Central Committee in good standing and must agree to serve for the entire time voting is underway.

The name of the representative must be sent to the Election Chair ([elections@clarkdems.com](mailto:elections@clarkdems.com)) no later than **ten (10) days** before the Election Meeting.

All decisions of the Credentials Committee are final.

### Tellers Committee

The Tellers Committee shall be assigned by the Chair of the CCDP to assist in elections at the same time as the Elections Committee is determined. Should the chair of the CCDP be a candidate, the Elections Chair will assign the Tellers Committee.

Tellers must be members of the CCDP Central Committee in good standing, may not be a candidate for office, and must be prepared to work throughout the entire Election Meeting, to count the vote and distribute ballots as directed by the Elections Chair.

Tellers who choose to run for an office must notify the Elections Chair and resign their position on the committee before declaring their candidacy.

### Voter Eligibility

Only current members of the CCDP Central Committee in good standing may vote in the election.

Proxy votes are not permitted. Members must be physically present to vote.

Attendees who believe they are central committee members but are not listed on the roster of committee membership will be referred to the Credentials Committee for their membership status to be determined.



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### Observers

Each candidate will be allowed to have two observers to watch the distribution, casting, and counting of ballots. The candidate can be one observer or may designate two representatives. Candidates must notify CCDP in writing via email ([elections@clarkdems.com](mailto:elections@clarkdems.com)) with the names of their observers at least 3 days prior to the Election Meeting. Observers must be a confirmed member of the CCDP in good standing.

### Ballots

The Election Chair will bring a sealed package containing ballots prepared in advance. The ballots will be sequentially numbered. Member credentials will be marked when each ballot is cast.

The Tellers will observe the seal on the ballot envelope and verify that it is intact. The Election Chair will then open the envelope in the presence of the Tellers and the Observers. The Tellers will count the number of ballots to verify the total number in the envelope and their sequential numbering.

Each ballot shall have a space on them to provide for the name of a self-nominated and/or write-in candidate.

The Election Chair and Tellers, in the presence of the Observers, will examine enough ballot boxes to accommodate all voters, but no fewer than four, immediately before the voting commences and verify that they are empty.

The Election Chair will then direct a Teller to secure the ballot boxes with tape.

At the time of Check-in, each eligible voter shall receive three ballots. The first shall contain the names of those running for an Officer position. The second shall contain the names of those running for Commission District Representative in the district where the voter resides. The third shall contain the names of those running for membership on the Special Audit Committee.

Voters needing ADA/health accommodations will receive instructions for accessing the election site. Voters who use an accommodation will be informed they must be present to participate in nominations from the floor and runoff elections.

**Phone number for ADA/health Accommodations: (702) 900-8534**



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In the event of run-off elections, eligible voters will be given separate ballots for runoff elections. At the discretion of the Elections Chair, runoff elections may be included on one ballot or separate ballots.

Ballots will be distributed to the voting members by the Credentials Committee and/or the Teller Committee at registration or when directed to do so by the Elections Chair.

Lost or misplaced ballots will not be reissued.

Cast ballots may not be altered, changed, or re-cast.

### **Election Meeting Process**

Each potential voter must check-in at Table 1 to determine their membership status. If their name is on the membership list they will be given three ballots. A tic will be placed beside their name to indicate they received their ballots. Those whose names are not on the list will be sent to Table 2.

Table 2 will be staffed by the Credentials Committee to review the eligibility of those who are not on the membership list. Those approved will receive three ballots and proceed to the meeting area.

Individuals whom the Credentials Committee has determined are not eligible to vote must leave the premises or sit in the designated "observers/guests" seating area of the assembly separate from voting members.

Per CCDP Bylaws, Article V, section 5, there shall be no electronic recording of the Election Meeting.

The Elections Chair reserves the right to remove from the election site anyone who engages in bullying and/or intimidation.

### **Voting**

Voting shall be by non-secret signed ballot. Ballots missing the required signature shall be considered void.



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When candidate speeches for Officer positions are complete, there will be a voting session for those offices before candidate speeches continue for Commission District Representative.

While ballots are being tallied for Officer positions, candidate speeches for Commission District Representatives shall be heard and when complete, there will be a voting session for those offices before candidate speeches continue for the Special Audit Committee.

While ballots are being tallied for constitutional office and/or Commission District Representative, candidate speeches for the Special Audit Committee shall be heard and when complete, there will be a voting session for these committee positions.

Election is by majority vote (50% + 1) in every office except for the Special Audit Committee. Each section of the ballot is considered a separate vote.

Election to the Special Audit Committee is by plurality. (*Bylaws, Article VIII, Section 7a*).

Excluding the Special Audit Committee, a run-off election between the two highest vote recipients will be held for each office in which no candidate receives the required majority vote (50% + 1). No additional time shall be allowed for candidate speeches during run-off elections.

Voters shall vote for only one person in each of the Officer position races and one person for Commission District Representative in the district where they reside. Voters may vote for up to five individuals for the Special Audit Committee.

Any central committee member voting at the Election Meeting may write-in the name of a current CCDP central committee member instead of voting for a candidate whose name appears on the printed ballot.

The votes shall be tabulated by a Teller Committee appointed by the Chair.

Tellers will be required, and Observers will be allowed to watch the distribution and casting of ballots.



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In the event of a tie, a deck of cards shall be utilized. In alphabetical order of first name, each candidate shall select a card from the deck, one that is upside down so the value cannot be seen. The candidate who chooses the card with the highest value shall be declared the winner. Aces shall be considered the highest value card in each suit with the value of each suit as follows: Spades (highest) followed by Hearts, Diamonds and Clubs (lowest).

### Counting

The Election Chair and Tellers will be allowed to vote immediately after the conclusion of each voting session.

After the Election Chair and Tellers have voted, ballots which have not been distributed will be sealed in another envelope for later destruction.

The Tellers will take the ballot boxes to the designated counting area accompanied by the Elections Chair and Observers. **Observers are not permitted to handle the ballots or the ballot box.**

**All Tellers and Observers MUST commit to staying in the designated counting area until all votes have been counted and candidates have received results.** In addition, all cellular phones and communication devices will be taken from Tellers and Observers and placed in a secure location until results have been announced.

The Tellers will arrange the ballots in numerical order before counting. One Teller will read off the votes cast from a specific ballot box and two Tellers will mark the response on a tally sheet. After each 20 ballots are read, the Tellers will compare their tallies. If there is a discrepancy, the batch will be read again and the Tellers will tally them a second time. If the tallies still do not agree, the process will be repeated until agreement is reached. The process will repeat until all ballots have been counted.

The Tellers will be solely responsible for accepting or rejecting improperly marked ballots. This decision will be made by majority vote.

### Challenges

Challenges to the vote count and/or ballot objections may be raised during the tabulation process or up to the time that results are announced.



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### Results

Once the votes have been tallied Candidates, Tellers, Observers, and members of the Elections Committee shall not reveal the outcome. The Election Chair shall present the results to the CCDP Chair who will announce them to the general assembly. If the CCDP Chair is one of the candidates, the Elections Chair will announce the results.

In the absence of a challenge to the results or the need for a run-off election, the results are final once they have been announced.

If there is a challenge to the results, the ballots will remain intact until a resolution is obtained.

The results of the election will be announced by the Chair of the CCDP. Should the Chair be a candidate, the Election Chair will announce the election results. Election results will also be posted on the Clark County Democratic Party website no later than midnight after the election is concluded.

### Oath of Office

An officer-elect shall take possession of his or her new office after the adjournment of the Election Meeting even if there will be a swearing-in ceremony at a later date.