

Proposed Rules & Agenda Oklahoma Democratic Party 2021 Virtual State Convention

Rule 1: Agenda

Call to Order	Alicia Andrews, ODP Chair
Pledge of Allegiance	
Land Use Acknowledgement Statement	
Welcome / Introduction of Parliamentarian	
Introductions of Dignitaries	
Introduction of Keynote Speaker	Alicia Andrews
Keynote	Congresswoman Stacey E. Plaskett (D-VI)
Credentials Committee Report	Demetrius Bereolos
Vote to Adopt Credentials Report	Alicia Andrews
Quorum Established	Alicia Andrews
Rules Committee Report	Jana Lewis Harkins
Vote to Adopt Rules & Agenda	Alicia Andrews
Secretary's Report	Tim O'Connor
Presentation of 2019 Convention Minutes	
Vote to Approve 2019 Convention Minutes	Alicia Andrews
Treasurer's Report	Rachael Hunsucker
	Alicia Andrews
Vice Chair's Report	Dave Ratcliff
Chair's Report – State of the Party	Alicia Andrews
Virtual Passing of the Hat	Rachael Hunsucker & Eric Smith
Constitution & Bylaws Committee Report	Alicia Andrews
Removal of Constitution & Bylaw Changes for Discussion	
Motion to Adopt Remaining Constitution & Bylaws Changes Proposed by the Committee En Masse	
Individual Consideration of Constitution & Bylaw Changes Removed for Discussion	

Recess

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Resolutions Committee Report	Amber Jensen, CD 3
Removal of Resolutions for Discussion	Alicia Andrews
Motion to Adopt Remaining Resolutions Proposed by the Committee En Masse	
Individual Consideration of Resolutions Removed for Discussion	
Updated Credentials Report	Demetrius Bereolos
Adoption of Updated Credentials Report	Alicia Andrews
Election of State Officers	
Appeals to the State Convention	Alice Andrews
New Business	
Closing Remarks	
Outgoing Chair	
Incoming Chair	
Announcements	
Adjourn	

Rule 2: Quorum

- A. A quorum for State Convention shall be forty (40) percent of its Credentialed Delegates and Delegate Proxies.
- B. Ex-officio members or their proxies shall not be counted in determining if a quorum is present. However, all other proxies shall be counted.

Rule 3: Purpose of the Meeting:

- A. The purpose of this meeting is to elect for a two-year term of office a Chair, Vice Chair, Secretary and Treasurer of the Oklahoma Democratic Party, and to elect four State Affirmative Action Officers; to consider resolutions, to consider proposed changes to the Constitution and Bylaws, and to consider such other business as may come before the Convention.
- B. In accordance with ODP Bylaw 09 each office shall be filled separately, no elections shall be combined.

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- C. Priority of meeting rules shall be (a) the ODP Constitution and Bylaws, (b) 2021 Convention Rules adopted by the State Convention, and (3) Robert's Rules of Order (Newly Revised, 12th Edition).
- D. The meeting will take place as a Zoom meeting. Delegates and proxies are encouraged to join the meeting on a desktop or laptop computer. If joining by computer is not possible, a tablet or smart phone may be used, using the free "Zoom" app. If joining by one of the aforementioned options is impossible, participants may dial into the meeting using either a traditional or cellular phone.
- E. Once registered and logged into Zoom, all delegates or proxies should stay logged in to maintain quorum and avoid delays that may occur when logging back in.
- F. Closed captioning and captions will be used for the entire meeting. In Zoom, closed captioning can be accessed from the lower right-hand corner of the computer screen.
- G. YouTube captioning will also be turned on for any videos shown.

Rule 4: Viewing the Convention

Registered Democrats, who are not delegates, will be able to watch a live feed of the convention via the ODP YouTube Channel. They will not be able to participate in the meeting.

Rule 5: Agenda and Rules Modifications

The 2021 Convention Rules and Agenda, while pending, may be amended by majority vote. After its adoption, the Agenda and Rules may be amended by two-thirds vote.

Rule 6: Motion to Suspend the Rules

After these rules have been adopted; only a motion to suspend the rules may change them. Such a motion shall specifically state in writing the rule to be changed, the new wording, and duration of the change. It shall require a second and a two-thirds (2/3) majority vote of those in attendance. However, rules pertaining to the Constitution and Bylaws of the Oklahoma Democratic Party may not be suspended.

Rule 7: Chair

- A. The State Chair shall be the Presiding Officer and have general direction of the Convention and shall be authorized to take such action as is necessary to maintain order.
- B. Pursuant to ODP Bylaw 12, the ODP State Officers elected in 2019 or their designees will continue administrative authority and duties throughout the convention and until the transitional meeting, at which time newly elected officers will assume their positions.
- C. The Chair, with the guidance of the Parliamentarian, who is designated at the convening of the convention by the Chair, shall decide all questions of order, subject to an appeal by any delegate.
- D. The Presiding Officer or her designee shall not preside over his or her own election.

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Rule 8: Obtaining Recognition

- A. This virtual meeting will be conducted using a Zoom platform. Each delegate is responsible for their Zoom connection via the Internet or dial-in teleconference; no action will be invalidated on the grounds that the loss of, or poor quality of, a delegate's individual connection prevented them from participating in the meeting, provided that at least a quorum was connected and adequately able to participate.
- B. To assist convention participants the following Zoom Breakout Rooms will be available throughout the convention: Credentials, Delegate Support, and Ballot Assistance.
- C. Upon recognition, the delegate shall state the delegate's name and county and, where appropriate, that delegate's position in the party.
- D. The Chair may cause or direct the temporary disconnection or muting of a participant's connection, if it is causing undue interference with the electronic meeting. The Chair's decision to do so will be announced during the meeting and is subject to an undebatable vote to appeal the decision of the Chair that can be made by any delegate.
- E. A delegate who wishes to be acknowledged or make a motion and is using the Zoom Application shall use the "raise hand" feature to obtain recognition. A delegate using the "dial-in number" method shall choose *9, (star 9) to obtain recognition. Delegates shall not speak until recognized by the Chair.
- F. The raise hand feature can be located in Reactions and will be used to be acknowledged and to make motions. The Fast Forward Symbol (Right Double Arrow - Speed Up) in Reactions is used to second motions. The Slow Down Left Double Arrow in Reactions should be used for points of privilege (Orders of the Day, Point of Order, Point of Information).
- G. Additional Zoom Reactions that may be required during the convention are: Green Checkmark to vote YES. Red X to vote NO, Yellow WOW to Abstain from voting.
- H. Motions other than procedural motions, should be entered in writing into the participant "chat," after which the raise hand feature should be activated for recognition. When recognized by the Chair, the person making the motion should note that the motion is in the chat and move the adoption of the motion.
- I. If clarification is required, the Chair shall inquire the purpose for which the delegate desires recognition. If the delegate's purpose is in order, the Chair will recognize the delegate
- J. A delegate's purpose which is in order must be in the context of the current discussion and can be to make a motion, second a motion, speak in favor, speak against, raise a point of order, or raise a point of personal privilege.
- K. A "Point of Order" or "Point of Clarification" should be made only if the Constitution, Bylaws, Adopted Rules, or Robert's Rules of Order are being violated by the Chair or another convention participant. A "Question or Point of Personal Privilege" should be made only if it concerns the rights of the assembly or the individual's ability to hear, participate, etc. and is urgent in nature. Neither "Point of Order" or "Question or Point of Personal Privilege" shall be used to debate a matter that is before the body.

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Rule 9: Limitations on Debate

- A. All members will be muted until recognized by the Chair.
- B. No delegate shall speak in debate more than once on the same question.
- C. Ad hominem arguments will not be tolerated by the Chair, who may curtail the remaining time of the speaker. Courteous respect for one another will be the standing orders of the day.
- D. Debate on any motion shall be limited to two (2) minutes for each side, for a total of four (4) minutes except for resolutions.
- E. Resolutions & Changes to the Constitution or Bylaws – Debate on any resolution, body of resolutions or changes to the Constitution or Bylaws shall be limited to three (3) minutes for each side for a total of six (6) minutes.

Rule 10: Speaking Privileges

- A. Speaking privileges which include making motions, seconding motions, nominating, and seconding nominations shall be reserved for credentialed delegates. The only exception is that of a candidate speech as candidates are not required to be voting members of the electing body.
- B. Any Democrat nominated for election to a Party office shall be entitled to address the electing body in regard to his or her election. In the event the nominated Democrat cannot physically address the body because of physical disability, inability to travel, or physical presence would violate a valid court order, the candidate may address the body in written form which shall be read by the person nominating said candidate for the time allowed for all other candidates. See Bylaw 09 C and D.

Rule 11: Virtual Convention Voting

- A. To vote, delegates and proxies must use the same name and email address used to register for the state convention.
- B. For the purposes of this virtual convention, voting shall be by electronic ballot except as otherwise provided. At the discretion of the Chair voting on procedural matters may be by voice vote, utilizing Zoom Reactions (“raise hands” or “*9” feature).
- C. Electronic ballots are a counted vote and are in effect a roll call vote. Electronic ballots negate the necessity of the customary “division of the house” voting in most circumstances. In accordance with ODP Bylaws, should a motion for a roll call or division of the house be made on procedural matters, the motion will require a second. A motion for a roll call vote requires a majority vote of those credentialed delegates present and voting for adoption.
- D. The Chair shall announce all counted votes. Bylaw 38.
- E. **Proxy Voting** – A delegate who is unable to attend the convention may give a written proxy to an eligible delegate or another registered Democrat who resides in the same county or political unit as the delegate and is available to attend the virtual convention.
- F. To hold a proxy, a delegate must be the same gender as the person represented by the proxy. A person's gender shall be defined as the gender with which that individual

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currently identifies. A non-binary person (a person that does not identify within the binary options of male or female) can fulfill the gender requirement for proxy of any person. Any person will fulfill the gender requirement for proxy of a non-binary person.

- G. A delegate who attends and leaves before adjournment may give a recorded proxy by signing before the Credentials Committee a proxy statement naming the eligible delegate or another Democrat as proxy.
- H. A delegate to the virtual convention who wishes to leave and designate a proxy should post their desire in the Zoom Chat along with the name of person selected to carry their proxy. A member of the Credentials Committee will meet the delegate in the Credentials Breakout Room to record the proxy.
- I. No individual may hold more than one proxy.
- J. No presiding officer shall vote on any matter before the body while presiding, except in the event of a tie and then only if the presiding officer is a delegate to the body.
- K. The use of secret ballot is prohibited.
- L. Any motion to reconsider the previous motion must be made by the prevailing side and be made immediately after the vote is announced or before any other business is considered.
- M. Late Arrival – A delegate who arrives after the meeting has started shall be allowed to participate regardless of whether the credentials committee has reported to the body. However, a delegate arriving late shall not be allowed to vote on any issue decided prior to arrival or any vote underway at the time of arrival. Credentials shall be given to any delegate arriving before adjournment.

Rule 12: Committee Reports

- A. The reports of the Convention’s standing committees shall be made available to the delegates at least seventy-two (72) hours prior to the Convention date.
- B. Once a quorum is established each convention committee will recommend the adoption of any proposed changes in its report to the convention. Committee reports do not require a second. Reports that contain no additions or changes do not require a vote.

Rule 13: Minority Reports

Twenty-five percent (25%) or more of the members of any of the Convention’s committees may submit a minority report to the State Convention following the report of the respective committee before any vote is taken on the committee’s report.

Rule 14: Proposed Changes to the Constitution & Bylaws

- A. The Constitution and Bylaws Committee will present its report and proposed changes to the convention for its consideration. Following presentation by the committee, a motion and a second to adopt en masse any proposed changes included in the committee report is in order.
- B. Only committee recommendations requiring no debate should be adopted en masse.
- C. If debate on a proposed change to the Constitution and Bylaws is preferred, any member of the Convention may move to remove a proposed change to the Constitution & Bylaws from the body of the report and have the changes designated for debate and separate vote by the

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convention. This motion shall require a second and shall be granted by unanimous consent unless there is an objection. If an objection is made, such motion shall require a majority vote to be approved. There shall be no debate on this motion.

- D. Prior to beginning debate on any proposed change to the Constitution & Bylaws that has been removed from the body of the report, the convention shall vote en masse on the Committee's recommendations which have not been removed from the report. The convention shall then consider the remaining proposed changes to the Constitution & Bylaws in the order in which the motion to separately consider was made.
- E. Changes to the Constitution and Bylaws not recommended for adoption by the committee may be moved by any delegate of the body if the resolution or change is submitted in writing to the presiding officer at or before the time the motion is made, accompanied by a petition of support signed by at least twenty-five percent (25%) of the delegates in attendance at the Convention.
- F. Constitution – Committee recommendations to amend the Constitution shall require the affirmative vote of two thirds (2/3) of the members present and voting at a regularly called meeting of the State Convention.
- G. Bylaws - Committee recommendations to amend the Bylaws shall require the affirmative vote of a majority of the members present and voting at a regularly called meeting of the State Convention.

Rule 15: Floor Amendments

Floor Amendments – A proposed amendment to the Constitution or Bylaws may be amended by a two-thirds (2/3) majority vote of the State Convention present and voting. Amendments from the floor must be reasonably related and germane to the subject matter of the section sought to be amended.

Rule 16: Proposed Changes to the Resolutions

- A. The Resolutions Committee will present its report and proposed changes to the convention for its consideration. Following presentation by the committee, a motion and a second to adopt en masse any proposed changes included in the committee report is in order.
- B. Only committee recommendations requiring no debate should be adopted en masse.
- C. If debate on a proposed resolution is preferred, any member of the Convention may move to remove the resolution from the body of the report and have the changes designated for debate and separate vote by the convention. This motion shall require a second and shall be granted by unanimous consent unless there is an objection. If an objection is made, such motion shall require a majority vote to be approved. There shall be no debate on this motion.
- D. Prior to beginning debate on any resolution that has been removed from the body of the report, the convention shall vote en masse on the Committee's recommendations which have not been removed from the report. The convention shall then consider the remaining proposed resolutions in the order in which the motion to separately consider was made.
- E. Resolutions not recommended for adoption by the committee may be moved by any delegate of the body if the resolution is submitted in writing to the presiding officer at or before the

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time the motion is made, accompanied by a petition of support signed by at least twenty-five percent (25%) of the delegates in attendance at the Convention.

Rule 17: Election of Officers

- A. Eligibility – To be nominated for a Party office, a member of the Democratic Party who is registered to vote in the respective political unit and is otherwise qualified shall be eligible for nomination even though the nominee is not a member of the electing body and regardless of whether the nominee is present at the meeting when the election is held.
- B. Nominations – Nominations shall not be closed by a vote of the Convention but shall continue until there are no further nominations.
 - 1. If there is only one candidate nominated for an office, the chair or designee shall declare that person elected by acclamation, and there shall be no nominating or seconding speeches or vote taken.
 - 2. If two nominations are received for an office, election shall be by majority vote. If three or more nominations are received for an office, and a nominee fails to receive a majority, the two nominees receiving the most votes will advance to the next round of voting. Voting shall proceed until one candidate receives a majority vote.
- C. Speeches – Following the close of nominations each candidate shall be allowed one nominating speech of not more than two (2) minutes, one seconding speech of not more than (1) minute, and a speech by the candidate of not more than two (2) minutes. Speaking order shall be the order in which the nominations were made. Nominating speeches for all candidates shall be given first, then seconding speeches for all candidates, and finally, all candidate speeches, after which the election shall be held.
- D. Elections – For the purposes of this virtual convention, the election of all officers, including the Affirmative Action Officers, shall be by electronic ballot.
- E. Gender Parity – The convention shall elect a Chair and a Vice Chair — who shall be of a different gender — a Secretary and Treasurer – following gender parity guidelines, and four (4) Affirmative Action Officers - following gender parity guidelines. A person's gender shall be defined as the gender with which that individual currently identifies. A non-binary person (a person that does not identify within the binary of male or female) will not be categorized as male nor female and shall fulfill the “opposite” gender requirement for any position. Should two non-binary people be elected to Chair/Vice Chair positions, the “opposite gender” requirement shall be considered fulfilled.
- F. Separate Elections – Each office shall be filled by separate elections in the following order:
 - 1. Chair
 - 2. Vice Chair
 - 3. Secretary
 - 4. Treasurer
 - 5. Affirmative Action Officer – Position One
 - 6. Affirmative Action Officer – Position Two
 - 7. Affirmative Action Officer – Position Three
 - 8. Affirmative Action Officer – Position Four

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Rule 18: Appeals to the State Convention

- A. Decisions of the State Central Committee regarding alleged violations of the ODP Constitution and Bylaws, the resolution of conflicts within the ODP, and/or complaints of harassment may be appealed to the ODP State Biennial Convention for final resolution. (ODP Constitution Article VIII and Bylaw 63.)
- B. Violations of the ODP Constitution and Bylaws must first be presented to the ODP State Central Committee for resolution prior to advancing to the process of appealing to the state convention.
- C. An appeal to the state convention must be presented in writing to the ODP Chair no later than the start time of the ODP Convention (10:00 a.m. on Saturday, June 12, 2021) and must specify a credentialed convention delegate that will advocate on behalf of the appellant.
- D. At a minimum, the documents that must be included in the appeal to the state convention will include a written copy of the original complaint and a written document of 100 words or less outlining the remedy sought. The document submission shall set forth with reasonable specificity the nature of the alleged violation of the Oklahoma Democratic Party Constitution and/or Bylaws.
- E. All documents related to the appeal must be emailed to the ODP Chair prior to the convening of the convention. The ODP Chair may elect to speak on behalf of the State Central Committee or designate another member of the State Central Committee to do so.
- F. The ODP Chair will advise the convention if the appeal to the state convention was received timely and if the submission includes the required documentation. If the appeal is in order, the appellant's advocate and the ODP Chair or designee will each be allowed four minutes to present their case for and against the appeal.
- G. Following the presentations, a motion from the floor to support the appeal and the remedy sought would be in order. Should a motion to support the appeal be made, it requires a second and is debatable. Following three minutes of debate each for and against the motion, the ODP Chair or designee will call for the vote. A majority of the delegates present and voting in the affirmative is required to support the appeal and the remedy sought by the appellant.
- H. Should a motion to support the appeal not be made or the motion to support does not receive a second, the decision of the State Central Committee shall prevail, and the matter shall be deemed resolved.
- I. The State Convention is the supreme authority of the Oklahoma Democratic Party, and the decision of the convention is final.