#

# STATE COMMITTEE ELECTION 2018 - 2022

# REORGANIZATION PROCEDURES

*The Pennsylvania Democratic Party has set the following procedures to be followed by individual members and county party organizations to ensure a smooth transition and reorganization process. Each is taken either from public statute or from our party by-laws.*

**Election of State Committee Members- Primary Day (May 15, 2018)**

 The process for certifying the results of the May 15th election is a complicated one. The Department of State will send the state party a list of candidates and their respective vote totals. It is the responsibility of the State Committee to certify the election of its members in accordance with our rules. The state party will determine the winners based on provisions within our bylaws and will certify the official winners back to the Department of State.

 It is important to remember that our bylaws require a **gender balance**. Elected members must be equally distributed in within each county, where possible. Cases will arise in which a candidate is certified over another candidate who had more votes. We will make our best efforts to inform the certified winners as soon as possible following the election. (See Rule 3, Section 2)

**County Party Reorganization Meetings- Not later than June 13, 2018**

The State Party bylaws require each county to reorganize and elect new officers not later than the 6th Wednesday following the Primary. However, in order to provide full representation at the State Party’s June 15th and 16thmeeting, we are requesting that each county party hold their reorganization meeting no later than the 4th Wednesday following the Primary, so we may have the opportunity to properly credential all members.

**Special notes with regard to County Party reorganizations:**

1. The current County Chair or his/her designee shall be responsible for scheduling the reorganization meeting and providing appropriate notice of said meeting to all elected members in accordance with the county party bylaws.
2. No appointments may be made to the county committee between the Primary and the reorganization meeting.
3. Under no circumstance are “Secret Ballots” permitted for any vote at any level in the Democratic Party.
4. Should there be a tie vote in the election of any officer, the tie shall be broke be broken by the drawing of lots and the winner shall be declared elected to the office concerned. The drawing of lots shall be under the direction of the State Chair at a time and place to be set by him/her.
5. The Secretary of the County Party shall certify to the State Democratic Party Chair a list of officers elected at the reorganization meeting. Please enter results at <http://www.padems.com/webform/2018-county-reorganization-officer-results> or mail letter Pennsylvania Democratic Party, 229 State Street, Harrisburg PA 17101.

## Regional Caucus Reorganization Meetings:

1. The State Committee will provide a list of members to the Caucus as soon as practical and possible following the Primary Election.
2. The Regional Caucuses shall meet to reorganize prior to the start of the Pennsylvania Democratic Party’s June 16th reorganization meeting.
3. The Caucus Chair or his/her designee shall be responsible for scheduling and providing appropriate notice to its members of the reorganization meeting.
4. Only voting members of State Committee shall be eligible to vote or serve as an officer in the regional Caucuses.
5. Each caucus shall elect a Chair, Vice Chair, and Treasurer by majority vote and shall report the results to the Chair of the State Democratic Party.
6. Each caucus shall elect the at-large members allocated prior to the June 16th State Committee Meeting and report the results to the Chair of the State Democratic Party. An online form will be available in June.

**Election of the Chair and Vice Chair for the 2018- 2022 State Committee will take place on June 16, 2018**

## Election of Executive Committee Members: June 16, 2018

1. The State Committee members from each Senatorial District shall meet at the call of the Chair of the State Committee at the close of the State Committee quadrennial organizational meeting to elect members to the State Executive Committee.
2. A majority vote of the State Committee members from each Senatorial District shall be required to elect State Committee members from that Senatorial District to the State Executive Committee.
3. As soon as the State Executive Committee member from any Senatorial District is elected, a majority of the State Committee members from that Senatorial District shall sign a certification noting the name of the person elected and submit that certification to the State Committee Chair
4. Casting of lots shall break tie votes for State Executive Committee members.
5. If no State Committee member is elected from a Senatorial District, the State Chair shall direct that a convention be called of the duly elected County Committee members from the Senatorial District to elect by majority vote one (1) registered Democratic voter of the Senatorial District to serve on the State Executive Committee.

**Standing Committee Co-Chairs** will be appointed by the Chair after the reorganization meeting. Interested parties will have the opportunity to complete the standing committee member application form which will be available at the general meeting and will be notified of their assignment in July.