

Bylaws of
THE JACKSON COUNTY DEMOCRATIC PARTY

As adopted, January 9, 1997

As revised, April 26, 2018

As amended, September 27, 2018, As amended May 23, 2019

As amended December 17, 2020, As amended June 26, 2023

As amended February 26, 2024, As amended April 22, 2024

ARTICLE I – NAME AND PURPOSE

ARTICLE II – AUTHORITY

ARTICLE III – PARTICIPATION

ARTICLE IV – MEMBERSHIP AND DUTIES

ARTICLE V – COUNTY OFFICERS AND DELEGATES

ARTICLE VI – CENTRAL COMMITTEE

ARTICLE VII – ADMINISTRATIVE COMMITTEE

ARTICLE VIII – EXECUTIVE COMMITTEE

ARTICLE IX – STANDING, AD HOC AND SUBCOMMITTEES

ARTICLE X – CAUCUSES, ACTION GROUPS AND OTHER LEADERSHIP POSITIONS

ARTICLE XI – CANDIDATE ENDORSEMENT PROCESS

ARTICLE XII – BALLOT MEASURE POSITION PROCESS

ARTICLE XIII – PLATFORM CONVENTIONS

ARTICLE XIV – FISCAL YEAR

ARTICLE XV – PARLIAMENTARY AUTHORITY

ARTICLE XVI – AMENDMENTS AND RULES

ARTICLE I – NAME AND PURPOSE

The name of this organization shall be the Jackson County Democratic Party, also referred to as the JCDP. The objective of the JCDP is to:

- Section 1.** Elect Democratic candidates and pass measures that promote the interests of the Democratic Party within Jackson County, the State of Oregon and the United States.
- Section 2.** Register people as Democrats.
- Section 3.** Adopt a Jackson County Democratic Platform.
- Section 4.** Organize Democrats in Jackson County.
- Section 5.** Represent Jackson County in the Democratic Party of Oregon (DPO) State Central Committee (SCC), the DPO Congressional District 2 (CD2) Committee and DPO Caucuses.

ARTICLE II – AUTHORITY

The JCDP shall manage its affairs consistent with the Oregon Revised Statutes, including but not limited to Chapter 248. The JCDP is empowered by DPO charter. The governing body of the JCDP is the Central Committee and it may delegate its authority.

ARTICLE III – PARTICIPATION

The Central Committee shall ensure the widest and fairest representation of its members in its organization and activities. All Central Committee meetings shall be open to the public. Discrimination in the conduct of Party affairs on the basis of sex, race, age, religion, ethnic identity, economic status, sexual orientation, or disability is prohibited. Rules shall be adopted by procedures that assure the fair and open participation of all interested party members.

ARTICLE IV – MEMBERSHIP AND DUTIES

Section 1. MEMBERSHIP: Membership shall consist of precinct committee persons (PCPs) elected or selected in accordance with ORS Sections 248.015 through Section 248.029. A PCP may be selected by the Central Committee to fill a vacancy by a majority vote of Central Committee members present at the meeting. A person who applies to be a selected PCP must attend the Central Committee meeting at which their application is presented; at this meeting, the Central Committee will vote on whether to approve the prospective PCP. A selected PCP may not be approved in absentia. No person applying to be a selected PCP may submit their application in between meetings of the Central Committee. Except as provided in Section 248.035, other voting members are:

- A. Officers or members of the Executive Committee not otherwise elected as precinct committee persons {ORS.248.045 (c)}.
- B. Officeholders who are Democrats resident in the County, or persons nominated for public office as Democrats in the biennial primary {ORS.248.045 (c)}.

Section 2. DUTIES: The principal power of the JCDP is vested in the Central Committee, which:

- A. Elects the officers of the Central Committee.
- B. Fills open elected positions of the Central Committee, including officers, delegates and alternates.
- C. Approves the general budget and budget amendments as recommended by the Executive Committee.
- D. Passes resolutions.
- E. Fills vacancies in County Party offices.
- F. Endorses candidates and ballot measure campaigns, as further discussed in these Bylaws, including but not limited to Articles IX and XI.
- G. Transacts other business as prescribed and not inconsistent with law, DPO Bylaws, or these Bylaws.

- Section 3. MEMBER REMOVAL:** ORS 248.029 establishes the process for removing an elected PCP. A selected member of the Central Committee may be removed by a 2/3^{rds} vote of PCPs present at the Central Committee meeting. This vote may be brought about by a motion from the floor requiring a 2/3^{rds} vote for consideration, or by a petition bearing the names and signatures of fifteen members of the Central Committee and previously presented to the Administrative Committee. A motion from the floor which passes the 2/3^{rds} requirement may forego the petition process but removal of the PCP in question may not take place until the next Central Committee meeting. The petition must clearly state the reason the PCP is in question of being removed, as must the motion to remove. The JCDP Chair will give sufficient notice to the PCP in question of the petition as soon as possible upon receipt of the petition or passage of the preliminary motion to remove. The Chair will also inform the Central Committee of the petition within one week of receiving it. The meeting in which the PCP removal will be voted on must have the removal stated on its agenda.
- Section 4.** Save and except as specified herein above, the Central Committee hereby delegates to the Executive Committee the authority to exercise all those powers as authorized by ORS 248.045, except as specifically excluded by said ORS 248.045.

ARTICLE V – COUNTY OFFICERS AND DELEGATES

- Section 1. OFFICERS:** The officers of the Central Committee are a Chair, a Vice-Chair, a Secretary and a Treasurer. The officers shall be directly elected by the Central Committee as detailed in these Bylaws, including but not limited to Article VI.
- Section 2. DELEGATES AND ALTERNATES:** Delegates to the SCC shall be elected in accordance with ORS 248.075 and the DPO Bylaws. Delegates to the CD2 Committee shall be elected in accordance with DPO Bylaws. In accordance with DPO Bylaws, SCC and CD2 delegates and alternates shall be gender-balanced. However, an alternate of any gender may act in the place of a delegate, even if the missing delegate is of a different gender. Alternates are asked to act in place of a delegate in their order of election. Delegates and alternates are expected to attend at least quarterly Central Committee meetings. The JCDP Chair is the SCC Delegation Chair and the JCDP Vice-Chair is the SCC Delegation Vice-Chair and may act as the Chair. The Chair may appoint the Vice-Chair to be the SCC Delegation Chair. At any SCC meeting, the SCC Delegation Chair may appoint a temporary replacement, who is registered to vote in Jackson County as a Democrat, to fill any SCC delegate spot which is not able to otherwise be filled by an SCC delegate or alternate. The temporary replacement appointment will end when the SCC meeting for which they are appointed adjourns. The CD2 Delegation Chair and Vice-Chair shall be elected from among the CD2 delegates. The CD2 delegation officers shall inform the JCDP Chair and Vice-Chair of CD2 delegates' and alternates' attendance at CD2 meetings and report the business of the CD2 Committee to the Executive Committee, in addition to any additional

information applicable to the delegation.

- Section 3. ELIGIBILITY AND FILING:** Any registered Democrat eligible to vote in Jackson County may run and serve in any elected position of the JCDP. Candidates may officially declare their intent to run by notifying the Administrative Committee. However, candidates may also declare their candidacy from the floor of the Organizational Meeting if they do not declare ahead of time. Upon request, PCPs and candidates may be informed of all declared candidates. Two weeks prior to the Organizational Meeting, all PCPs and candidates will be informed of all declared candidates. Candidates will receive all available contact information from the Administrative Committee, unless a PCP requests from the Administrative Committee that some of their contact information be withheld.
- Section 4. TERM OF OFFICE:** The officers shall be elected for a term beginning at time of election and ending upon the election of their respective successors. If the Secretary is absent for a meeting, the Chair may appoint a temporary Secretary.
- Section 5. RECALL:** The procedure for recalling an officer, delegate or alternate shall be initiated by a petition stating the reason for recall bearing the names and signatures of twenty members of the Central Committee representing 1/3rd of precincts in which there is an elected PCP. Once this petition is filed with the Office Manager, notice will immediately be sent out to PCPs and the recall vote will take place at the next regularly scheduled Central Committee meeting. A 2/3rds vote of present elected PCPs is necessary to recall an officer, delegate or alternate. If the recall effort is successful, the officer, delegate or alternate is removed effective immediately. The vacant position shall be filled by an election held at a regularly scheduled Central Committee meeting within 75 days of the vacancy. A simple majority vote of present PCPs shall be required to elect a delegate or alternate. A simple majority vote of present elected PCPs shall be required to elect an officer.
- Section 6. VACANCIES:**
- A.** Vacancies in the position of any elected officer, delegate or alternate shall be filled in a subsequent meeting of the Central Committee. All PCPs, delegates, alternates and officers shall be removed from office effective immediately if they cease to be a registered Democrat or are no longer eligible to vote in Jackson County. In the case of the vacancy of the Chair, the Vice-Chair shall become the Acting Chair. Within 75 days of the vacancy, an election to fill the position of Chair for the remainder of the previous Chair's term shall be held at a regularly scheduled Central Committee meeting requiring a simple majority of present elected PCPs to elect.
- B.** The Executive Committee shall have the power, by a 2/3rds vote of those present and voting, to declare the Chair as incapacitated and unable to fulfill the duties of the Chair. The Vice-Chair shall become Acting Chair for a period of up to 75 days or until the next regularly scheduled Executive Committee meeting, whichever comes first, or until the incapacity ends, as determined by the Executive Committee, or until the Central Committee determines the incapacity is permanent and removes the Chair from office

through a process as stated in Section 5 of this Article.

Section 7. DUTIES: The duties of the JCDP officers, and the line of succession to the Chair, shall be as follows:

A. CHAIR: The Chair shall:

1. Preside at all meetings of the Central, Executive and Administrative Committees and prepare a provisional agenda for each meeting;
2. Be the principal spokesperson for the Jackson County Democratic Party;
3. Comply with Oregon statutes pertaining to the administration of the Central Committee, its Organizational Meeting and other matters;
4. Be a delegate to the State Central Committee and be the Delegation Chair, as specified in Section 2 of this Article;
5. Vote only when the vote is done by secret ballot or if their vote will cause or block the attainment of a necessary vote count requirement;
6. Perform other such duties as may be assigned by the Central Committee, Executive Committee, and/or the Administrative Committee.

B. VICE-CHAIR: The Vice-Chair shall:

1. In the absence of the County Chair, or in the event of the Chair's inability to act as determined by the Executive Committee, the Vice-Chair shall perform the duties of the County Chair;
2. Be the secondary spokesperson for the Jackson County Democratic Party.
3. Be a delegate to the State Central Committee and be the Delegation Vice-Chair, as specified in Section 2 of this Article;
4. Perform other such duties as may be assigned by the Central Committee, Executive Committee, and/or Administrative Committee.

C. SECRETARY: The Secretary shall:

1. Record and maintain minutes of the Central, Executive and Administrative Committees;
2. Distribute these minutes to the members of each respective Committee;
3. Maintain the records of adopted resolutions, and adopted bylaws and standing rules changes;
4. Perform other such other duties as may be assigned by the Central Committee, Executive Committee, and/or Administrative Committee.

D. TREASURER: The Treasurer shall:

1. Be the custodian of all funds, securities and financial records of the JCDP;
2. Perform other such duties as may be assigned by the Central Committee, Executive Committee, and/or Administrative Committee.

Section 8. DELEGATES: Delegates shall attend and represent the Central Committee in all scheduled meetings of the State Central Committee and 2nd Congressional District Committee. Missing three consecutive meetings shall be grounds for removal from the position, unless excused by the JCDP Chair or Vice-Chair due to illness, family matters, other business of the Party, or other extenuating circumstances as determined by the

Chair or Vice-Chair. If a delegate will not be attending an SCC or CD2 meeting, as applicable, alternates must be contacted in order of election as soon as possible. If a delegate misses three consecutive meetings, the Chair or Vice-Chair will report the absences to the Central Committee. Alternates are expected to attend meetings as requested. Alternates who miss three consecutive meetings which they were requested to attend are also subject to the guidelines described in this Section.

ARTICLE VI – CENTRAL COMMITTEE

- Section 1. ORGANIZATIONAL MEETING:** The Central Committee meeting to elect officers and delegates for the next biennial term shall be known as the Organizational Meeting and shall be conducted according to ORS 248.033 through 248.035. The Organizational Meeting shall be held in January of every odd-numbered year during the regularly scheduled Central Committee meeting. The election of officers, delegates and alternates shall be the sole agenda item of this meeting. Those elected shall take office effective immediately upon election. A simple majority of present elected PCPs is required to elect an officer. A simple majority of all present PCPs is required to elect delegates and alternates. The balloting process shall be determined by the Administrative Committee. The Organizational Meeting shall conclude with an announcement of all standing committees which will be filled at the first regular meeting following the Organizational Meeting.
- Section 2. REGULAR MEETINGS:** Regular meetings of the Central Committee shall be called at least quarterly at such times and places as may be proposed by the Administrative Committee and accepted by the Executive Committee.
- Section 3. SPECIAL MEETINGS:** Special meetings of the Central Committee may:
- A. Be called by the Chair at such times as the Chair shall deem necessary.
 - B. Be called upon the vote of a majority of those present and voting of the Executive Committee.
 - C. Be called by petition bearing the names and signatures of fifteen members of the Central Committee representing 1/3rd of precincts in which there is an elected PCP.
- Section 4. NOTICE:** Notice of all meetings shall be given to all members of the Central Committee at least six days prior to the date of the meeting as required by ORS 248.012. The notice shall specify the time, date and place and a provisional agenda of the meeting.
- Section 5. QUORUM:** A quorum shall:
- A. Consist of at least ten members of the Central Committee.
 - B. May be ascertained by the Chair by requiring each precinct committee person to stand and be identified. In the absence of a quorum, the Chair will not open the meeting and no business may be transacted.

- Section 6.** **Section 6. Electronic Meetings:** Any regular or special meetings may be called as an electronic meeting provided that the means for all participants to be addressed and informed and to address and inform the chair and the assembly is provided
- Section 7** **CONDUCT OF MEETINGS:** In accordance with ORS, including but not limited to ORS 248.035(b), only elected precinct committeepersons and those selected to fill vacancies; those persons holding public office; Democratic candidates selected through a Primary Election; and members of the Executive Committee who have been granted voting privileges by these Bylaws shall be permitted to participate in the transaction of business. Proxies shall not be permitted at any meeting of the Central Committee. At the discretion of the Chair, time limits and format may be set on agenda items and debate on any issue, provided the Chair prescribes the limits prior to taking up the item or issue.

ARTICLE VII – ADMINISTRATIVE COMMITTEE

- Section 1.** **AUTHORITY:** The Administrative Committee shall:
- A. Meet to consider a work plan for the upcoming term within one month on the Organizational meeting of the Central Committee.
 - B. Serve as the personnel committee for the Central Committee. Upon the recommendation of the Chair, it may also employ and release all paid personnel, provided that funds have been budgeted as required by these Bylaws.
 - C. Review all contracts pertaining to the business of the Central Committee.
 - D. Perform such other duties as the Central and Executive Committees may direct, subject to these Bylaws.
- Section 2.** **MEMBERSHIP:** The membership of the Administrative Committee shall be the officers of the Central Committee.
- Section 3.** **MEETINGS:** Meetings of the Administrative Committee can be called by the Chair or at the request of two members of the Administrative Committee. Meetings shall be held at least quarterly.

ARTICLE VIII – EXECUTIVE COMMITTEE

- Section 1.** **AUTHORITY:** The Executive Committee will oversee all activities planned and organized by the standing committees and the subcommittees thereof.
- Section 2.** **MEMBERSHIP:** The membership of the Executive Committee shall be:
- A. The officers of the Central Committee;
 - B. The delegates, or alternate(s) acting in place of delegate(s), to the State Central Committee;
 - C. The delegates, or alternate(s) acting in place of delegate(s), to the Congressional District 2 Committee;

- D. The Chair, or Vice-Chair acting as the Chair's alternate, of all Standing Committees;
- E. The Chair, or Vice-Chair acting as the Chair's alternate, of all officially chartered Democratic City and Area Clubs and Caucuses.

Section 3. MEETINGS: The meetings of the Executive Committee shall be held upon the call of the Chair, or by five members of the Executive Committee with notice signed by these five members and sent to all members of the Executive Committee. A quorum shall consist of 7 members of the Committee.

ARTICLE IX – STANDING, AD HOC AND SUBCOMMITTEES

Section 1. STANDING COMMITTEES: The standing committees of the JCDP shall be:

- A. **Budget and Finance** – the Budget and Finance Committee shall oversee the JCDP budget in consultation with the Treasurer. The Budget and Finance Committee shall also oversee the dispensation of funds to all caucuses and committees, whether in the approved budget or not. All funding requests must first be proposed to the Budget Committee Chair and JCDP Chair. The Budget and Finance Chair, in consultation with the Committee, shall develop a process for requesting and dispensing funds.
- B. **Platform & Resolutions** – the Platform & Resolutions Committee (PRC) shall handle all proposed resolutions of the JCDP. The PRC Chair, in consultation with the PRC, shall develop a face sheet and outline for proposed JCDP resolutions and make them available to all PCPs. Any member of the Central Committee may propose a resolution. Resolutions must be submitted to the PRC Chair and JCDP Chair a minimum of 25 days prior to the next regularly scheduled Central Committee meeting in which the resolution is to be discussed and voted on. The PRC may recommend passage or not of any proposed resolutions. A simple majority vote of PRC members is required to pass a resolution out of Committee and up for a full vote of the Central Committee. Resolutions without a recommendation or a do-not-pass recommendation may be put up for a vote of the Central Committee if 2/3^{rds} of present PCPs at a regularly scheduled Central Committee meeting support the motion. Passage of a resolution takes a simple majority of PCPs present. Resolutions submitted with less than 25 days' notice require a 2/3^{rds} majority of PCPs present. No resolution is valid which has not first been submitted to the PRC Chair and JCDP Chair. The PRC is also responsible for the JCDP Platform Convention, further discussed in Article XII of these Bylaws.
- C. **Rules** – the Rules Committee shall handle all proposed standing rules and bylaws changes. No standing rule is valid which conflicts with these Bylaws. The Rules Chair, in consultation with the Rules Committee, shall develop a face sheet and outline for proposed JCDP Standing Rules and Bylaws changes. Proposed standing rules and bylaws changes must be submitted to the Rules Chair and the JCDP Chair a minimum of 25 days prior to the next regularly scheduled Central Committee meeting in which the proposed standing rules or bylaws change will be made known to the full Central Committee for debate and discussion at the following Central Committee meeting. The Rules Committee may recommend passage or not of any proposed standing rules or bylaws change. A simple majority vote of Rules Committee members is required to pass a proposed standing rules or bylaws change out of Committee and up for a full vote of

the Central Committee. Proposed changes without a recommendation or a do-not-pass recommendation may be put up for a vote of the Central Committee if 2/3^{rds} of present PCPs at a regularly scheduled Central Committee meeting support the motion. Not following any part of this process will require a 2/3^{rds} vote to pass the standing rules change, otherwise a simple majority is necessary to adopt. All bylaws changes require a 2/3^{rds} vote, further discussed in Article XV of these Bylaws. No proposed standing rules or bylaws change is valid which has not first been submitted to the Rules Chair and the JCDP Chair.

- D. Campaign** – the Campaign Committee shall be the primary campaign arm of the JCDP, handling all campaign business as determined by the Campaign Committee Chair and JCDP Chair. The Campaign Committee Chair, with the Committee, shall also oversee the JCDP endorsement process, further discussed in Article XI of these Bylaws.
- E. Communications and Technology** – the Communications and Technology Committee shall maintain the JCDP website, all JCDP social media, unless the Committee has otherwise delegated responsibility to a caucus, etcetera. The Committee Chair shall be in charge of creating and dispensing press releases related to JCDP activity and passage of resolutions in consultation with the JCDP Chair, unless otherwise instructed by the JCDP Chair or Administrative, Executive or Central Committees. The Committee shall also oversee the maintenance, installation, and other business related to JCDP electronics and technology in consultation with the JCDP Chair. Proposals for the purchase or rental of technology for the JCDP must first be submitted to the Committee Chair and JCDP Chair before going through the regular funds request process.
- F. Community Engagement** – The Community Engagement Committee shall coordinate the party's involvement in community events (fairs, festivals, parades, marches, rallies, protests, etc.), host our own community events (such as listening sessions), and in collaboration with the Administrative Committee, support caucuses and maintain the party's official list of caucuses.
- G. Office Management** – the Office Management Committee shall oversee the regular operation of the JCDP office, perform credentialing duties, maintain PCP data and other such business as instructed by the JCDP Chair and/or the Office Manager, who is the Chair of the Office Management Committee.
- H. Neighborhood Leader Program** – the Neighborhood Leader Program Committee (NLP) shall oversee the JCDP's implementation of the Neighborhood Leader Program and encourage Neighborhood Leaders to become PCPs if they are not already. The NLP Chair's duties include but are not limited to contacting Neighborhood Leaders, maintaining voter pledge cards, keeping in contact with the DPO Neighborhood Leader Program as needed, and regularly updating the JCDP Administrative, Executive and Central Committees on the Program.
- I. Fundraising** – the Fundraising Committee shall plan the fundraising events for the JCDP and oversee their implementation. In consultation with the Communications Committee, the Fundraising Committee shall advertise these events. The Fundraising Committee must, at minimum, plan two fundraising events per year. All events must be approved by a majority vote of the Executive Committee. The Fundraising Committee shall work with the Budget Committee to determine estimates regarding total expenditures and income associated with the work of the Fundraising Committee.

Section 2. OFFICERS AND MEMBERS: With the exception of the Office Management Chair,

as specified in this Article, all standing committee chairs and vice-chairs shall be elected by their standing committee. A PCP, or person under the age of 18 with a declared interest of becoming a PCP, may become eligible to be a member of a standing committee by expressing their desire to the Central Committee. A majority vote of the Central Committee is required to be elected to a standing committee. Each standing committee may consist of 13 members, not including the JCDP Chair and Vice-Chair. The JCDP Chair and Vice-Chair are automatic members of all standing committees. An ad hoc nominating committee shall handle all nominations for standing committees and will solicit nominations for committees which receive less than 13 nominations. At the first regular meeting following the Organizational Meeting, standing committees shall be populated by ballot, or by acclamation if there are fewer than 13 nominations for a committee. Nominations from the floor are allowed. The JCDP Chair shall announce and facilitate the first meeting of each standing committee following this election. The first order of business of the first meeting of a standing committee following its population shall be to elect the Standing Committee Chair, Vice-Chair and Secretary. Committee Chairs shall oversee their committee, call meetings, inform members of relevant information, inform the Executive Committee of any membership changes in their committee, and take other action within the scope of the committee and as instructed by the Central Committee. In the absence of the Committee Chair and Vice-Chair, the JCDP Chair and Vice-Chair may serve as the Committee Chair or Vice-Chair. There is no limitation regarding the number of committees on which a person may serve or be an officer; however, it is highly encouraged that the Central Committee consider diversity of participation when electing members. Each committee may determine by vote whether or not to allow non-committee members into committee meetings. A committee member who misses two or more consecutive committee meetings has effectively resigned unless they are excused by the committee chair. A committee member's absence is to be excused by the committee chair if advance notice is given and it is due to illness, family matters, other business of the Party, or other extenuating circumstances as determined by the committee chair. At least six days' notice is to be given to committee members for committee meetings.

Section 3. AD HOC AND SUBCOMMITTEES: The Central Committee or Executive Committee may appoint ad hoc committees by a 2/3rds vote of members present at the meeting. The method of appointment to the ad hoc committee shall be decided by a majority vote of the Central or Executive Committee at the time the ad hoc committee is created or may be included in the motion to establish the committee. Unless otherwise specified in the motion, the Central or Executive Committee shall select one of the methods outlined in the rules of order described in Article XIV for appointment to the ad hoc committee. Subcommittees of a standing committee may be formed by a standing committee chair or by a vote of 2/3rds of committee members present.

Section 4. The absence of either or both the JCDP Chair and the JCDP Vice-Chair from a committee meeting shall not cause the failure to achieve a quorum for conducting committee business

ARTICLE X – CAUCUSES, ACTION GROUPS AND OTHER LEADERSHIP POSITIONS

Section 1. CAUCUS CHARTER: Caucuses may be chartered by a PCP submitting a proposed mission statement to the Rules Committee Chair and the JCDP Chair. If the mission statement is validated by the Rules Committee Chair and JCDP Chair, the PCP proposing the caucus must then gather the names and signatures of at least fifteen PCPs on a petition displaying the proposed mission statement of the caucus. Once this process is completed, the caucus must be approved by a simple majority vote of all PCPs present at the next regularly scheduled Central Committee meeting. Within 90 days of approval, the new caucus must work with the Rules Committee to create a set of bylaws. If bylaws are not created in this timeframe, the caucus is nullified and must go through the regular approval process again.

The Community Engagement Committee shall maintain the official list of active Caucuses and report changes in bylaws or activation status to the Executive Committee.

Section 2. CAUCUS PURPOSE: Caucuses are meant to encourage people with similar interests to be active in supporting the Democratic Party and to inform the Democratic Party of current issues affecting the community. The purpose of granting official recognition is to enable the caucus to participate in the policy decisions and the outreach programs of the JCDP. Caucuses may also be asked by the JCDP Chair to pursue certain goals or issues within the scope of their caucus. Caucuses may also represent the JCDP at events within the scope of their caucus if granted approval by the JCDP Executive Committee. Caucuses must coordinate events with the JCDP Administrative Committee and, during elections, with the DPO CD2 Committee if requested by the DPO CD2 Committee and permitted by the JCDP Chair.

Section 3. OFFICERS AND MEMBERS: The chief petitioner for the formation of the caucus will serve as acting chair of the caucus. Within thirty days of caucus bylaws approval, the caucus must meet to elect officers as specified in their bylaws. All caucuses must at minimum have officer positions of chair and vice-chair. If a caucus is without a chair or vice-chair acting as a chair for more than sixty days, the caucus falls dormant. A caucus may become active again once a PCP, or person under the age of 18 with a declared interest of becoming a PCP, informs the JCDP Chair of their desire to be the caucus chair. Any PCP, or person under the age of 18 with a declared interest of becoming a PCP, may be a member of any caucus by informing the caucus chair of their desire. Caucus chairs shall regularly update the Office Management Committee with a list of their members.

Section 4. CITY AND AREA CLUBS: Clubs of the JCDP are officially chartered through the JCDP by a majority vote of the Central Committee. They may act as their own entities which support the Democratic Party within a geographical location in Jackson County. They may establish their own bylaws and operating procedures without the involvement of the JCDP. They may receive support from and collaborate with the JCDP but may not act on behalf of the JCDP unless granted permission from the Executive Committee, or the JCDP Chair if the club matter is urgent and cannot wait for a vote of the Executive

Committee. If the JCDP Chair grants permission, they must report the action of the club to the Executive Committee at the next meeting of the Executive Committee. The current clubs of the JCDP are:

- A. Mountain Meadows** – The Mountain Meadows Club is organized at the Mountain Meadows Community in Ashland. The Mountain Meadows Club shall inform the JCDP of events and actions relating to the Mountain Meadows community pertinent to the scope of the JCDP.

Section 5. ACTION GROUPS: The JCDP Chair may form action groups regarding certain issues. Any registered Democrat in Jackson County may be a member of an action group. The facilitator of each action group shall be chosen by the members of the action group. The facilitator of an action group must either be a PCP or have submitted an application to become a PCP. The purpose of these action groups is at the discretion of the JCDP Chair, the facilitator, the members of the action group, and the Central, Executive, and Administrative Committees. Action groups may be formed at the discretion of the JCDP Chair, or by a 2/3^{rds} vote of either the Central or Executive Committee. An action group may be disbanded by a 2/3^{rds} vote of either the Central or Executive Committee. The action group facilitator may appeal the disbandment of their action group to another body. Action groups must coordinate events with the JCDP Administrative Committee and, during elections, with the DPO CD2 Committee if requested by the DPO CD2 Committee and permitted by the JCDP Chair.

Section 6. OTHER LEADERSHIP POSITIONS: At the discretion of the JCDP Chair or 2/3^{rds} of the Central, Executive or Administrative Committee, other leadership positions may be established. If the JCDP Chair wants to create another leadership position, the position must be ratified by a majority vote of the Executive Committee. The role, scope and purpose of these positions are established by the founding body. The positions are active until dissolved by the founding body.

ARTICLE XI – CANDIDATE ENDORSEMENT PROCESS

Section 1. DEFINITION AND PURPOSE: Endorsement includes, but is not limited to, officially or unofficially supporting a candidate campaign (including, among other things, campaigning for them, providing funds to them, listing them on a slate, etc.). The purpose of endorsing a candidate is to help elect the candidate. Any member of the Central Committee may personally campaign for any candidate campaign, regardless of party endorsement status but may not use any party resources.

Section 2. SCOPE: The JCDP shall not endorse in Democratic primary elections, until and unless the filing deadline has passed and there is only one Democratic candidate. Should no candidate file, the JCDP may endorse a write in candidate. With the approval of the JCDP Chair in consultation with the Campaign Committee Chair, the JCDP may provide VAN access without an endorsement, consistent with the rules and bylaws of the Democratic Party of Oregon.

Section 3. APPLICATION FOR ENDORSEMENT: There are two ways to

initiate the endorsement process. A candidate may submit a request for an endorsement in writing to the JCDP Chair and Campaign Committee Chair. Alternatively, a PCP may request that a candidate be endorsed by the party. The person requesting an endorsement, the applicant, has a burden to substantiate why an endorsement is in the best interest of both the candidate and the party. If a PCP requests an endorsement for a candidate, that candidate shall be promptly notified and may become the applicant in the endorsement process.

Section 4. CAMPAIGN COMMITTEE TIMEFRAME: The Campaign Committee shall meet before the Central Committee meeting scheduled before the applicable filing deadline to review endorsement applications, if any. The Campaign Committee shall meet before the Central Committee meeting following the applicable filing deadline to review endorsement applications, if any. Applicants for endorsements should make the written request and provide supporting information as soon as possible and at least 72 hours preceding a Campaign Committee endorsement meeting. The Campaign Committee may take action on endorsements at other times if necessary, but all participants in the process shall strive to adhere to this timeframe.

Section 5. CAMPAIGN COMMITTEE REVIEW: The Campaign Committee must review all endorsement applications. The Campaign Committee may:

- A. forward the application to the Central Committee with a recommendation for endorsement
- B. forward the application to the Central Committee with no recommendation in regards to an endorsement
- C. notify the Central Committee that the Campaign Committee declines to forward the application and recommends against endorsement

Section 6. CENTRAL COMMITTEE TIMEFRAME: The Central Committee shall hold a first endorsement meeting no more than 21 days before a filing deadline and shall hold an endorsement meeting no more than 21 days after a filing deadline. If there are no applications forwarded from the Campaign Committee, a meeting is not necessary. Applicants for endorsements should make requests and provide supporting information as soon as possible and at least 10 days before an endorsement meeting for full consideration. The Campaign Committee and Central Committee may take action on endorsements at other times if necessary.

Section 7. CENTRAL COMMITTEE APPROVAL: The threshold for Central Committee approval of an endorsement request varies as follows:

- A. If the Campaign Committee recommends an endorsement, a simple majority vote of Central Committee members present at the meeting is necessary.
- B. If the Campaign Committee makes no recommendation with regard to an endorsement and forwards the application to the Central Committee, a three-fourths vote of Central Committee members present at the meeting is necessary.
- C. If the Campaign Committee recommends against an endorsement and declines to forward the request to the Central Committee, a PCP may request in writing to the JCDP Chair at least 10 days before a scheduled Central Committee meeting that the Central

Committee consider an endorsement; in this circumstance a three-fourths vote of Central Committee members present at the meeting is necessary to approve an endorsement. The JCDP Chair shall not include the request as an agenda item but shall provide notice to the Central Committee of the request no later than the time of the meeting notice (at least 6 days before the meeting). Only after an appropriate motion to add the endorsement request to the agenda is approved shall an endorsement be considered by the Central Committee.

Section 8. USE OF ENDORSEMENT: The JCDP may offer any resources or services not prohibited by law to an endorsed candidate campaign. The candidate or campaign may choose to refuse or accept any of the services offered. The JCDP may not endorse any candidate who has explicitly stated in writing that they do not want the endorsement of the JCDP. A candidate may request that the JCDP does not publicize an endorsement. The Campaign Committee may recommend that an endorsement not be publicized.

Section 9. REVOCATION OF ENDORSEMENT: The JCDP may revoke an endorsement with a majority vote of Central Committee members present.

ARTICLE XII – BALLOT MEASURE POSITION PROCESS

Section 1. DEFINITION AND PURPOSE: The JCDP Ballot Measure Position Process includes, but is not limited to, official or unofficial support or opposition or neutrality on a ballot measure campaign. Any member of the Central Committee may personally campaign for any ballot measure campaign regardless of any position the party has taken but may not use any party resources.

Section 2. SCOPE: The JCDP may take a position on a ballot measure as soon as a measure has qualified for the ballot.

Section 3. POSITION REQUESTS: As a matter of course, the Campaign Committee may recommend positions on ballot measures. Otherwise, there are two ways to initiate the position process. A chief petitioner may submit a request for a position of support in writing to the JCDP Chair and Campaign Committee Chair. Alternatively, a PCP may request that a ballot measure be supported or opposed by the party. The person requesting a position has a burden to substantiate why the support or opposition is in the best interest of the party and/or the ballot measure campaign. If a PCP requests support for a ballot measure campaign, the chief petitioner (or campaign manager, in the case of referrals) shall be promptly notified and shall have the right to become the applicant in the ballot measure position request.

Section 4. CAMPAIGN COMMITTEE REVIEW: The Campaign Committee must review all ballot measure position requests. A position request may be made pending referral or qualification. The Campaign Committee may take action on a

request upon referral or qualification, and may engage in information gathering before such time.

Section 5. CENTRAL COMMITTEE APPROVAL: A two-thirds majority of Central Committee members present is necessary to take a ballot measure position. The Campaign Committee must review a ballot measure position request before the Central Committee may consider it.

Section 6. USE OF BALLOT MEASURE POSITION: The JCDP may offer any resources or services not prohibited by law to a ballot measure campaign once the JCDP has taken an official position. A campaign may choose to refuse or accept any of the services offered.

Section 9. REVOCATION OF BALLOT MEASURE POSITION: The JCDP may revoke a ballot measure position with a majority vote of Central Committee members present.

ARTICLE XIII – PLATFORM CONVENTIONS

Section 1. PURPOSE: The purpose of the JCDP Platform Convention shall be to adopt a platform for the JCDP. No other business shall be conducted during the Platform Convention. The Central Committee shall approve a list of delegates and alternates to the Democratic Party of Oregon Platform Convention. Any registered Democrat in Jackson County is eligible. The JCDP Convention Chair shall submit portions of the adopted platform most useful and relevant to the DPO Platform to the DPO Platform & Resolutions Committee.

Section 2. CONVENTION CALL: The Platform & Resolutions Committee, in consultation with the Administrative Committee, shall call a JCDP Platform Convention at least 90 days prior to the DPO Platform Convention. The PRC shall determine which Article Committees will meet during the Convention. The PRC shall determine the Convention agenda and schedule. The location and date of the Convention shall be determined by the PRC and Administrative Committee. The PRC is responsible for drafting a platform and, in consultation with the Rules Committee, creating Convention Rules and Convention procedures. At least 30 days prior to the Convention, the JCDP must provide Central Committee members with a draft platform and inform them of the time, place, rules, agenda, and any fees for the convention. By a 2/3rds vote of the PRC and Administrative Committee or 2/3rds vote of the Central Committee, the JCDP may withhold a Platform Convention. The PRC Chair shall be the Platform Convention Chair, unless they yield to the PRC Vice-Chair or wish to elect a Convention Chair. The PRC Chair may, under their Article IX powers, appoint a subcommittee for the creation of the Convention. If they do, the PRC Convention Subcommittee Chair may also serve as the Platform Convention Chair at the discretion of the PRC Chair.

Section 3. DELEGATES: All registered Democrats residing within Jackson County are eligible to

participate at the Convention. Convention delegates shall make their intention to attend known to the JCDP Chair and PRC Chair no less than ten days prior to the Convention. Prospective delegates, using a form response created by the PRC, shall make known which Article Committees they would like to participate in. The PRC Chair will appoint delegates to each Article Committee. The Convention Chair may, at their discretion, appoint additional delegates after the ten-day deadline has passed up until the call to order of the Convention.

Section 4. CONVENTION AND COMMITTEE OFFICERS: The Convention Chair shall appoint a Convention Vice-Chair or Vice-Chairs and as many Secretaries as deemed necessary. The Convention Chair shall also appoint to each Article Committee a Committee Chair, Recording Secretary, and Credentials Liaison.

Section 5. PLATFORM CREATION: Each Article Committee shall determine a process for creating Article planks and a preamble relevant to their article through a process as determined by the Convention Chair in consultation with the Article Committee Chairs. The maximum number of Articles and planks of each Article shall be predetermined by the PRC. Once an Article Committee's allotted time is over, business of the Committee must stop unless otherwise granted by the Convention Chair. Each Article, preamble and plank must be approved by a simple majority of delegates present and voting. Amendments may be made from the floor by a 2/3^{rds} vote. Planks may be petitioned for addition to an article from the floor through a process previously determined by the PRC and Rules Committee.

Section 6. INTERIM PLATFORM AMENDMENTS: The Central Committee may amend the JCDP Platform in between Conventions by a 2/3^{rds} vote of the Central Committee using a process as determined by the PRC.

ARTICLE XIV – FISCAL YEAR

The JCDP fiscal year shall close the 30th day of June unless otherwise determined by the Budget Committee Chair and the Administrative Committee.

ARTICLE XV – PARLIAMENTARY AUTHORITY

The rules of procedure contained in the most recent edition of Robert's Rules of Order shall govern the Jackson County Democratic Party and all of its committees in all cases in which they are applicable and are consistent with the laws of the State of Oregon, DPO Bylaws, these Bylaws and JCDP Standing Rules. The JCD rules chair may appoint a parliamentarian to act as such in all meetings in which said parliamentarian is a part, as approved by the rules committee. If said parliamentarian is absent, or said position remains vacant, the JCD chair may appoint a temporary parliamentarian.

ARTICLE XVI – AMENDMENTS AND RULES

Unless otherwise noted in these Bylaws, including but not limited to Article IX and Article X of these Bylaws, these Bylaws may be amended at any regular meeting of the Central Committee by a 2/3rds vote of those committee members present, provided that each member of the Central Committee has been given at least ten days' notice of the proposed amendment along with the portion of the Bylaws to be changed. Standing Rules changes require a simple majority to adopt, contingent to these Bylaws including but not limited to Article IX. The Rules Committee Chair may make any grammatical, clarifying or otherwise scrivener's corrections to the Bylaws and Standing Rules which do not change the intent or meaning of the Bylaws or Standing Rules, provided that the Rules Committee and Executive Committee are made aware of these changes at the regular meetings of the aforementioned Committees. A member of the Rules or Executive Committee may object to any corrections made by the Rules Committee Chair, in which case the correction must follow standard amendment procedures.

JACKSON COUNTY DEMOCRATIC PARTY BYLAWS