

**DEMOCRATIC PARTY OF SACRAMENTO COUNTY**  
STANDING RULE AMENDMENT  
6/11/2020 – DPSC Zoom

## **STANDING RULE 2020-01**

*Adopting a new Standing Rule establishing Rules of Order during Electronic Meetings*

**BE IT RESOLVED**, That the Democratic Party of Sacramento County adopts the following as a Standing Rule of the Democratic Party of Sacramento County, to be promulgated in the same manner as, and appended to, the Constitution or Bylaws::

*[Note: additions are **bolded**, deletions are ~~struck through~~]*

### **ADDENDUM VI: STANDING RULE – RULES OF ORDER FOR ELECTRONIC MEETINGS & VOTES**

#### **SECTION 1. RULES OF ORDER DURING PUBLIC EMERGENCIES THAT PREVENT IN-PERSON MEETINGS**

1. The Central Committee may hold electronic meetings open to all voting members as a method of meeting and decision-making during the duration of public emergencies as declared by federal, state, or local authorities that prevent in-person meetings, as determined by the Executive Board or petition of the membership. The adoption of these Emergency Rules of Order outside of a regular (non-electronic) meeting shall be subject to all requirements set forth herein in order to be valid.
2. The Central Committee may call electronic meetings (via teleconference or video-call) in the same manner as prescribed under the bylaws, which shall be open to participation to all voting members and accessible to any registered Democrat in Sacramento County, in order to conduct business. For any electronic meeting, the convener shall designate the medium in which the electronic meeting will be conducted, and shall designate at least two methods for receiving any motions made, at least one of which shall not require internet access.
3. Votes may be conducted during electronic meetings:
  - a. Each voting member shall have the right to make any motions that they would otherwise have the right to make during an in-person meeting, or the Central Committee may refer the motion to a relevant Committee.
  - b. Every voting member shall have the right to make a privileged motion that the body adopt reasonable alterations to the method of voting proposed by the convener.

- c. The Central Committee shall conduct any non-ballot vote by roll call upon the request of at least ten (10) of the voting members present or one-fourth ( $\frac{1}{4}^{\text{th}}$ ) of the voting members present, whichever is fewer.
  - d. Unanimous consent shall be granted only after un-muting all voting members and providing at least ten seconds for them to object.
  - e. Before adopting any kind of consent calendar, all voting members shall be un-muted and provided at least ten seconds to request that items be pulled from that consent calendar.
  - f. Objecting to unanimous consent and pulling items from a consent calendar shall be subject to the same conditions required for receiving motions described in subsection D of section 2.
4. Proper notice of electronic meetings shall be achieved when, in addition to any other requirements for notice, the means to participate in any votes, and the time of a vote and of the closing of balloting has been delivered to every voting member via electronic means and posted electronically. Electronic means of notice shall require a good-faith effort to contact every voting member via the most recent electronic contact information they have provided to the body, such as email, and public posting of notice shall include posting the required information on an official website or social media account maintained by the Party.
  5. A member who is attempting to participate or vote but is unable to do so due to technological difficulties or a failure to be duly recognized may move to reconsider something previously adopted or make a point of order to that effect.
  6. When the Chair reaches an agenda item at a duly noticed electronic meeting, the Chair shall:
    - a. Restate the motion;
    - b. Allow time for debate; and
    - c. State how the vote will be conducted and when balloting will close.
  7. The Chair shall facilitate electronic debate on motions and seek to ensure that all members who wish to debate are recognized.
  8. Debate on a motion shall only be ended if no members seek recognition, if a motion limiting the number of speakers has been adopted and those speakers have spoken, or after a vote to end discussion. Balloting shall not commence until after debate on a motion has ended.
  9. Electronic votes shall be defined and conducted in the following manner:

- a. Voting conducted by a visible division over video-call shall be allowed in instances where only voting members are allowed to participate, the proceedings of the meeting are recorded and preserved in the same manner required for ballots under these rules, and voting members without a video connection are allowed to demand a roll call method be used instead.
  - b. Voting conducted by roll call during an electronic meeting shall be open to participation of those voting members attending the electronic meeting.
  - c. Voting conducted by absentee ballot outside of a meeting (including, but not limited to, email ballots) shall be open to participation of all voting members of the body.
  - d. The manner of participating in absentee balloting shall be promulgated to all voting members, simultaneously, in the same manner as allowed for notice of electronic meetings.
10. A record of any electronic votes conducted by visible division, roll call, or absentee ballot shall be maintained and open to inspection by voting members until after the next regular (non-electronic) meeting of the body, or as otherwise required under the body's bylaws, whichever timeframe is longer:
- a. Electronic votes shall be conducted and recorded in a manner that ensures an inspectable record of which members voted and how each member voted.
  - b. Electronic votes that are not preserved in this manner shall not be considered valid and shall have no effect.
  - c. Secret electronic votes shall not be allowed under any circumstances.
11. Minutes and other records of electronic meetings and votes shall be made available to voting members of that body upon reasonable request or as otherwise required under the bylaws, but the Secretary may redact any part of that record not required to be included in regular meeting minutes or not subject to inspection under these Emergency Rules of Order. The results of any absentee balloting shall be recorded in the minutes of the last meeting at which the motion was debated.
12. All other rules, customs, and member protections contained within the body's bylaws, standing rules, and the most current edition of Roberts Rules of Order—including the Sample Rules for Electronic Meetings<sup>1</sup> published by Roberts Rules of Order—that are not inconsistent with these Emergency Rules of Order shall continue to govern the body unless they would be impossible to reasonably uphold outside of a regular (non-electronic) meeting. All reasonable steps shall be taken to translate rules regarding governance of the body and the conduct of regular meetings to the operation of

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<sup>1</sup> <https://www.robertsrules.com/pdfs/electronic-meeting-sample-rules.pdf>

electronic meetings or electronic votes, and the voting members shall retain the right to appeal any rulings of the Chair in these or other regards.

13. After federal, state, or local authorities declare an end to the Public Emergency that prevents in-person meeting, the Executive Board may vote to declare that these Emergency Rules of Order are no longer in effect.