

***NOTE: This portion is to be included in the body of the call. It is intended to inform potential participants of the basics of the caucus. It is included in this draft to ensure that it is consistent with the rest of the rules. The draft agenda will also be in the basic document of the call. The full rules should be an attachment.***

## **47th Legislative District**

### **Legislative District Delegate Candidate Forum**

#### **Final Agenda and Rules**

**Date:** Saturday, April 6th, 2024

**Time:** Registration starts at 9:30 AM. Meeting starts at 10:00 AM.

**Location:** **TBD**

**Purpose:** The members of the 47<sup>th</sup> LD Democrats will meet to hear from candidates for delegate to go to the 2024 congressional district caucus and the 2024 Washington State Convention.

**Authority:** The candidate forum is being called by the 47th LD Democrats in compliance with the 2024 Delegate Selection and Affirmative Action plan passed by the Washington State Democratic Central Committee.

**Who is eligible to participate:**

1. All members of the 47th LD Democrats are welcome to participate in this meeting.

## **Final Agenda and Rules**

**Date:** Saturday, April 6th, 2024

**Time:** Registration starts at 9:30 AM. Meeting starts at 10:00 AM.

**Location:** **TBD**

### **Agenda:**

1. 9:30 AM - Begin Registration
2. 10:00 AM - Call to Order
3. Pledge of Allegiance
4. Land Acknowledgement
5. Invited Guest Speakers
6. Candidates for delegate to the congressional district caucus and the state convention
7. Adjournment

## **Proposed Rules for 2024 47th Legislative District Candidate Forum**

1. The 47th Legislative District Candidate Forum will be held on Saturday, April 6<sup>th</sup>, 2024, commencing at 10:00 AM, at ***TBD***
2. Virtual participation of those individuals who are unable to attend in person. Meeting credentials will be available in the call to meeting.
  - 2.1. Virtual participants must have indicated their intention to participate virtually no later than ***Wednesday, April 3rd, 2024.***
  - 2.2. Online participation will be provided by Zoom Webinar software. Online participants will need to have access to an internet connected device with Zoom installed. The 47<sup>th</sup> LD Democrats will provide internet access for the podium and a projector capable of showing images of online participants. Online participants who wish to have their image displayed when addressing the body will need to have a camera that can be accessed by the Zoom software.
  - 2.3. Online participants will interact with the body through the Zoom chat function. The chat function will be set so that it is only visible to the Online Participant Monitor.
  - 2.4. If, for any reason, the online technology fails to function adequately, the meeting may proceed with in person members.
3. Signing in may be done on paper at the door or by signing in online if the individual is attending virtually. Online participants will be required to sign into the Zoom meeting using the same name under which they are registered as members.
4. There will be a registration fee for all participants to the Legislative District Caucus of \$5.00 at the door or by online donation. Payment of this fee shall not be a condition of participation or election.
5. The Legislative District Chair shall serve as Chair of the Legislative District Caucus. The Chair shall appoint a Secretary, Sergeant-at-Arms, Online Participant Monitor, and Parliamentarian prior to the meeting.
6. The Online Participant Monitor shall be responsible for monitoring requests for recognition made by online participants. Requests recognition will be made by the chat function. The chat will only be viewable by the Online Participant Monitor or the caucus chair. The Online Participant Monitor shall request recognition from the caucus chair at the next opportunity on behalf of the online participant.
7. In person participants will seek recognition by raising their credentials.
8. Each candidate shall have up to (1) one minute to speak on their own behalf. Any introductions or other speakers for the candidate will be part of that (1) one minute. The caucus chair shall read letters of nomination from candidates who were unable to attend, but the same (1) one minute limit will apply. Depending on the time available and the number of candidates who have requested speaking time the chair may allow more time per candidate but the change to the time limit must be made before the first speaker.
9. The order for speaking for candidates will be random.
10. If there are insufficient candidates to fill the delegate positions available the forum will still proceed as planned.
11. The chair shall be responsible for maintaining and discipline and decorum. If it is determined that an online participant must "leave the hall", the Online Participant Monitor shall remove them from the webinar.
12. No motions will be in order during the candidate forum.
13. Resolutions will not be in order at the candidate forum. Any resolutions received will be forwarded to the next general business meeting.