

Proposed Rules and Procedures for the 2021 Democratic Party of Oregon State Platform Convention

Article I - About the Platform Convention

1. The Democratic State Platform Convention shall restrict its business to the adoption of a Platform (which describes the basic beliefs of the Democratic Party of Oregon), and the adoption of a separate list of Legislative Action Items.
2. The Convention shall begin on Saturday, December 11th, 2021, with the activities as listed on the agenda.
3. All meetings of the Convention and its committees shall be open to any delegate. Voting participation shall be limited to delegates and alternates certified as delegates. All participants must be registered Democrats.
 - a. Once a delegate is credentialed, they are credentialed for the duration of the convention unless their delegation chair certifies otherwise.
 - b. Should a County or Caucus Chair or Delegation Chair need to “upgrade” an alternate to a delegate spot, they must notify the credentials desk at least 2 hours prior to the start of the next session of business.
 - i. A full schedule of credentialing deadlines as well as instructions will be issued to Chairs and Delegation Chairs no later than 48 hours prior to the start of the convention.

Article II - Delegates and Alternates

1. Delegates and alternates to the Platform Convention shall be chosen by County Central Committees and Special Group Caucuses in accordance with their bylaws and the bylaws of the Democratic Party of Oregon.
 - a. Each county chooses delegates to the State Democratic Platform Convention on the basis of one delegate for each 1,000 registered Democrats or major fraction of 1,000 within the county. No county will be allocated fewer than two delegates. These voter registration numbers will be based off of the most recent Secretary of State data available 90 days prior to the Platform Convention.
 - b. Each county elects alternates equal to half the number of their delegates. In case of a county having an odd number of delegates, the number of alternates is rounded up.
 - c. No more than 50 % of delegates or alternates from each county should be of one gender whenever possible.
 - d. Delegates and alternates shall be registered as Democrats in the county they are elected to represent.
2. Within 7 days of the election of each delegation, the chair of each county central committee shall certify in writing to the Democratic Party of Oregon that county's list of delegates and alternates as provided in Article VII, Section 1 of the Democratic Party of Oregon bylaws.
3. Each county shall notify the Democratic Party of Oregon of who their county Delegation Chair will be no later than 30 days prior to the start of the Platform Convention.
4. All delegates and alternates must register online no later than 7 days prior to the Platform Convention. All Delegates and Alternates will be credentialed by the Credentials Committee.
5. No potential Delegate shall be turned away due to their financial status.

6. All statewide Democratic elected public officeholders, all Democratic U.S. Senators, U.S. Representatives and state legislators shall be automatic delegates.
7. State Democratic Party officeholders (Chair, Vice Chairs, Secretary and Treasurer and DNC members) shall be automatic delegates.
8. Automatic delegates shall not be counted as part of a county's delegation.
9. Delegates and alternates shall register for no more than two Legislative Action Item subject committees. No delegate or alternate credentialed as a Delegate shall participate in a subject committee without being registered in it.

Article III - Virtual Meeting Conduct

1. To maintain decorum in virtual meetings, members will be muted, except when speaking or making a motion which is in order when another has the floor. The chat will also be disabled except for appropriate use with specified convention officers or staff.
2. All Convention Participants should attend a pre-convention training to ensure they are aware of how to use the zoom Platform for this convention, and that their software is up-to-date.
3. All convention participants must be logged in on their own device through the zoom app in order to participate in votes efficiently. Anyone needing assistance with this requirement should contact the Democratic Party of Oregon as soon as possible, but by no later than 7 days prior to the convention.
4. All procedural questions and all undebatable subsidiary motions shall be presented by the voting members using the designated "reactions" buttons in zoom.
5. All main motions and amendments shall be recorded in writing upon submission, and submitted using the instructions provided to the Convention Secretary using Zoom Chat. No motions may be submitted to the secretary until they have been made from the floor.
6. In order to obtain the floor to present motions or to debate, with the exception of those motions that are in order when another has the floor, a person shall use the appropriate zoom "reaction", wait to be recognized, address the chair by using their name, the name of the county represented, or the position which entitles them to vote.
7. Speakers may not address one another directly, but must address all remarks through the chair.
8. Speeches shall be limited to 1 minute for each speaker.
9. Debaters will be recognized alternately for pro and con. When there is no longer anyone wishing to debate at either the "Pro" or the "Con" queue, debate on the question will cease and the vote will be taken, allowing for one more speaker if that speaker's side has spoken less than the other.
10. No delegate shall speak a second time on an issue until everyone who wishes to speak has spoken once. No delegate may speak more than twice on the same question during the meeting without the permission of the assembly.
11. Timekeepers shall be appointed to serve the meeting. It shall be the timekeeper's duty to indicate to each speaker a warning before the expiration of the time allowed.
12. Voting shall be restricted to delegates and alternates who are acting as delegates.

13. Votes shall be conducted using the zoom “reactions” feature.
14. A request for a roll-call vote will be non-debatable, and require a 2/3 vote. Roll call votes will be taken using the “polling” feature in zoom, and results will be made available in the minutes of the Convention.
15. The language of all motions will be displayed whenever possible, so members and alternates in the meeting can view the words. These will be displayed in a google document that will be made available to all meeting participants, as the screen share feature in zoom does not allow for easy sharing of lengthy documents.

Article IV – Convention Officers

1. The Chair of the Democratic Party of Oregon’s Platform and Resolutions Committee shall be the temporary chair. The first order of business shall be the Credentials Report, followed by adoption of the convention rules, after which the temporary chair shall call for the election of the Convention Chair and Vice Chair
 - a. Nominations and voting will be taken in order for the Chair and Vice Chair
 - b. If there is only one person nominated for an office, the election may be held by voice vote
 - c. In a contested election:
 - i. All candidates will have the opportunity to give a 2 minute candidate speech
 - ii. A majority shall be required to elect.
 - iii. If no candidate receives a majority of the votes cast on the first ballot, a run-off election shall be held between the top two vote-getters.
 - iv. Voting for candidates will be conducted using the zoom “polling” feature.
 - v. When voting is concluded the elected Convention Chair will announce their appointed Parliamentarian, Sergeant at Arms, and Convention Secretary. The Chair and Vice Chair may not be of the same gender.
2. The Convention Chair shall:
 - a. Preside over all plenary proceedings.
 - b. Preserve order and decorum.
 - c. Expedite business by suggesting appropriate parliamentary procedure.
 - d. Appoint a Convention Parliamentarian, a Convention Sergeant at Arms, Convention Secretaries, and Timekeepers as needed.
 - e. Start meetings on time; enforce rules of debate; and otherwise assume responsibilities for having the work of the Convention completed by the time of adjournment in the agenda.
3. The Convention Vice-Chair shall assist the Chair in conducting the Convention, substitute for the Chair at the Chair’s discretion, and serve as Chair in the event that the Chair is unable to perform their duties.
4. The Convention Secretary shall maintain a record of the Convention, and provide assistance to the Chair.

Article V - Plenary Session

1. The Convention shall convene in plenary session Saturday, December 11, 2021, to organize, adopt rules, elect officers, and then recess for the subject committee meetings as scheduled in the official agenda. The Convention shall reconvene in plenary session Sunday, December 12, 2021, to consider and adopt a Platform and a list of Legislative Action Items.
2. Convention voters shall approve a Preamble and Platform consisting of articles containing short preambles and appropriate statements of principle, referred to as planks, during the second portion of the plenary session. The Priority Legislative Action Items will be approved by Convention voters on electronic ballots after the Convention adjourns.
3. Quorum shall be 25% of the voters credentialed representing one-third of the counties participating.
4. The main body of the hall is reserved for the exclusive use of the voters. Alternates, observers and visitors will be able to access the meeting via livestream.
5. The Preamble, articles and planks within those articles will be considered in the order determined by the Democratic Party of Oregon's Platform and Resolutions Committee.
6. Debate on the Preamble and the articles will not exceed 30 minutes each. After time for debate has expired, any business still remaining within the Preamble or articles will be considered by the Convention without debate.
7. The Platform Preamble shall be no longer than 200 words.
8. The article preambles shall be no longer than 150 words each.
9. A plank shall be no longer than 50 words.
10. No delegate to the Convention shall debate more than once on the same question, unless all who desire to speak have been heard. No one shall be allowed to speak more than twice from the floor on the same question without the consent of the majority.
11. A delegate wishing to speak shall speak only from a microphone. The delegate shall wait for recognition. The delegate shall state his or her name and county before beginning any remarks. Debate shall alternate between pro and con speakers. Each speaker shall be limited to one minute.
 - a. The Convention Chair shall require signatures from at least 50 registered voters or alternates, from at least five counties, on a substantive amendment to the Platform using the petitioning process outlined in **"Addition of Planks by Petition" (Article XI.6)** in this document, and must be submitted by 9am on December 12th.
 - i. The Chair may call on the Credentials Committee or their designee to validate the status of those persons lending their names in support of bringing the items to the floor, and may defer action until the signatures have been validated.
 - ii. The sponsor of the substantive amendment or new plank shall be allowed one minute to explain the intent of the change after the determination of the required signatures.
 - iii. A substantive amendment is one which significantly expands the scope or changes the effect; one providing clarification is not.
 - iv. A substantive amendment or new plank must be prepared on a form provided by convention staff, with a copy provided to the Convention Secretary.

- v. Any amendment or new plank that comes before the Convention after time for debate has expired will be considered without debate.
 - b. A motion to postpone shall be out of order, except by suspending this rule.
 - c. Points of order shall be limited to the current procedure or motion on the floor. Any delegate who attempts to use a “point of order” to debate the substance of the matter before the body may, at the discretion of the Convention Chair, be deprived of floor privileges.
 - d. Motions to reconsider and rescind shall be out of order except by suspending this rule.
 - e. A two-thirds vote shall be required to suspend, abrogate, or rescind any portion of these rules. Any motion to suspend the rules shall require unanimous consent when less than 40 percent of the registered delegates are present.
12. The motion to adjourn shall not be a privileged motion until 3 p.m., Sunday, December 12, 2021.
 13. The motion for the previous question shall not be in order until two people on each side of the current issue have been heard.
 14. Debate on any issue shall alternate between persons for and against. They will speak from the location and microphone designated for their position on the pending issue.
 15. Each paragraph in the platform, each plank, and all Legislative Action Items shall encompass only one subject. Paragraphs, planks, items or their amendments encompassing more than one subject may be rejected or may be divided.
 16. A simple majority is required to adopt an amendment or a plank, as long as at least 40 percent of voters are present.
 17. If the number of voters drops below 40 percent, a two-thirds majority is required to adopt amendments or planks.
 18. During all sessions of this convention no secondary amendments are ever in order except by a suspension of this rule. Minor changes to clarify wording or intent may be proposed, with the approval of the original proposer.

Article VI - Legislative Action Items

1. Subject committees for the Legislative Action Items will meet on Saturday, December 11, 2021, as specified by the Convention agenda.
2. The subject committees will prepare a list of Legislative Action Items for consideration of the Convention, following the rules in Committee Functions, Article VIII.
3. Convention delegates may add to the list of Legislative Action Items outside of the method used in the Subject Committees by filing a petition with the convention office by 9 a.m. on Sunday, December 12, 2021.
 - a. The petition must be filed on a form provided by the Convention Secretary, contain the language of the proposed item, and must contain the signatures of at least 50 delegates and alternates from at least five counties.
 - b. The proposed item must not be substantially similar to any item considered in the appropriate committee.

- c. The Convention Chair will have the authority to rule on whether the proposed item is properly before the convention, and in which article it belongs.
- 4. Legislative Action Items in each of the articles will be ranked in order of the votes they receive. In the case of ties, they will be ranked in the order in which they were prioritized by the subject committee.
- 5. After the close of the convention on Sunday, December 12, 2021, electronic ballots shall be sent to all delegates and alternates as prescribed in “Procedures for the addressing Legislative Action Items in the 2021 Democratic Party of Oregon Platform”, Section VII.
- 6. Electronic ballots sent to delegates shall state:
 - a. The number of ballots that must be returned to establish a quorum (25%); and
 - b. That the LAIs will be ranked in the order of the percentage of votes they receive.

Article VII – Convention Committees

- 1. Business of the Convention shall be discharged through convention committees and the subject committees. Convention committees shall be:
 - a. Credentials Committee
 - b. Rules Committee
 - c. Platform Committee
 - d. Editing Committee
- 2. The Convention’s Credentials, Rules, and Platform committees shall consist of the Credentials, Rules, and Platform and Resolution committees of the Democratic Party of Oregon respectively. The Arrangements Committee shall be appointed by the Chair of the Democratic Party of Oregon, with approval of the Admin Committee. Subject committees shall be designated by the DPO Platform and Resolutions Committee.
- 3. The Chair of the Democratic Party of Oregon shall appoint the Editing Committee, comprising the Convention Chair, Vice-Chair, Secretary, Democratic Party of Oregon Platform and Resolutions Committee Chair, and one other person who is either a delegate to the Convention or a member of the Democratic Party of Oregon State Central Committee.

Article VIII – Committee Functions

- 1. The Credentials Committee shall be responsible for determining the credentials of all delegates and alternates with the support of the Democratic Party of Oregon Staff.
- 2. The Rules Committee shall:
 - a. Draft a proposed set of Rules for the Convention.
 - b. Serve the Convention, at the request of the Convention Chair, on all questions relating to Convention rules.
 - c. If needed, assist the Platform and Resolutions Committee in determining appropriate committee jurisdiction topics debated during the convention.
- 3. The Platform Committee shall:
 - a. Prepare a draft Platform and a prioritized list of Legislative Action Items.
 - b. Establish the subject committees.

- c. Recommend candidates for appointment as chair, recording secretary, and credentials secretary for each subject committee to the Chair of the Democratic Party of Oregon.
 - d. Alert the Convention of possible contradictions or redundancies in the Platform.
 - e. Assist the Convention Chair in determining appropriate committee jurisdictions for topics debated during the convention.
4. The Editing Committee shall:
- a. Review the language of the Platform and the Legislative Action Items, and make corrections, if needed, for grammar and clarity.
 - b. Announce results of the voting for the Legislative Action Items.
 - c. Prepare the final versions of the Platform and the Legislative Action Items, and submit them to the DPO so they can be displayed on the DPO website.
 - d. If the committee is unable to resolve a dispute, the matter shall be referred to the Democratic Party of Oregon's Executive Committee.
5. Subject committees:
- a. Shall be composed of voters who have registered for that committee. Voting members of each committee shall be delegates as certified by their county chair.
 - b. Shall consider relevant portions of the draft Legislative Action Items, submitted by the Platform and Resolutions Committee of the State Central Committee.
 - i. The subject committees may add or modify Legislative Action Items, with the support of a majority of the members of the committee present.
 - ii. No item shall be longer than fifty words.
 - c. Shall rank the legislative action items in the order in which they would like to have them considered by the delegates. The Top twelve vote getting LAIs will be considered the priority LAIs of the committee, as long as those LAIS get at least 10 percent support of the vote within the committee.
 - d. Shall be headed by a committee chair who:
 - i. May require that any amendment be in writing
 - ii. Shall submit an amended copy of the committee's draft Legislative Action Items to the convention Chair or the Chair's designee by the time specified in the rules.
 - iii. Shall work with the Democratic Party of Oregon Staff to prepare a ballot, listing the Legislative action Items prioritized as determined by the subject committee.

Article IX - Parliamentary Authority

The convention and all its committees shall be governed by Robert's Rules of Order, Newly Revised, 12th, ed. except as otherwise provided by these rules and by the Bylaws of the Democratic Party of Oregon. Article X- Accessibility Considerations

- 1. Wherever there is a listed time limit, the Presiding Officer may elect (but is not obliged) to grant a participant additional time to speak, to account for the needs of the speaker, such as to account for those who are not fluent in English or have special speaking needs.
- 2. Any attendees requiring accommodation, accessibility, medical, or otherwise, should contact logistics@dpo.org at least 1 week prior to the Convention.

Article XI - Procedures for the addressing Legislative Action Items in the 2021 Democratic Party of Oregon Platform

- 1.** Legislative Action Items (LAIs) are statements of up to 50 words calling for the creation of state, federal, or international legislation, or its enforcement and/or funding if legislation already exists.
- 2.** The purpose of the subject committee sessions is to provide Platform Convention delegates the opportunity to add their expertise and views to the Proposed 2021 DPO Platform and Legislative Agenda, before it is voted upon by the Platform Convention as a whole. They will do so by adding to, modifying, and prioritizing the lists of proposed LAIs included in the Proposed 2021 Platform.
 - a.** Platform voters attending the subject committee sessions will:
 - i.** Review proposed Legislative Action Items;
 - ii.** Review and revise Legislative Action Items proposed in committee
 - iii.** Prioritize, in order, the 12 most important proposed Legislative Action Items;
 - iv.** Send the list of all LAIs which received support to the convention for inclusion on the ballot.
- 3.** Roles during subject committee sessions
 - a.** The Chair of the committee session will be responsible for ensuring that everyone has the opportunity to speak. If one person wants to monopolize the conversation the Chair will have the authority to limit the individual so that all can speak. The Chair will keep the participants on track and on time. While all persons attending can speak, only Platform voters credentialed for that subject committee session will be allowed to vote or make motions. Members of the committee will have priority in speaking.
 - i.** The Chair will control the order of consideration of all LAIs, and the calling of all votes. All votes will be determined by simple majority.
 - ii.** Votes shall be called on:
 - a)** Whether any newly proposed Legislative Action Item should be approved for inclusion in the lists of proposed LAIs;
 - b)** Whether any proposed revision to an LAI should be approved.
 - b.** The Recording Secretary is responsible for:
 - i.** Recording all revisions and additions to the lists of proposed LAIs;
 - ii.** Delivering and assisting in the recording of information related to their session.
 - c.** The Credentials Secretary is responsible for:
 - i.** Verifying the credentials of all subject committee session participants;
 - ii.** Providing additional assistance as needed by the Chair or Recording Secretary.
 - iii.** Ensuring that all those credentialed to participate as Delegates are marked appropriately so that they receive ballots after the session concludes.
 - d.** A subject committee voter may:
 - i.** Propose revisions to existing proposed LAIs;
 - ii.** Propose new LAIs in conformance with these rules and procedures.

- iii. Participate actively in discussions on any item;
- iv. Vote on any item set forth for voting by the Chair; and
- v. Vote in the prioritization of the top 12 LAIs before the conclusion of the subject committee session.
- vi. Vote to approve the committee's report to the Convention.

4. Prioritization of LAIs during subject committee session

- a. Within 2 hours of the conclusion of the Subject Committee on Saturday, December 11th, Platform Convention Delegates credentialed for that particular subject committee will receive a ballot via email by which they may vote on the prioritization of LAIs drafted in the Subject Committee Session. Each voter shall receive seven votes for separate LAIs, to be used to indicate their priority votes. They will also be able to cast one "bonus vote" to cast for any LAI, regardless of whether a delegate has already used a vote for that LAI.
- b. Each subject committee session will prioritize up to 12 LAIs for the convention ballots, as long as each LAI has at least 10 percent of the vote of the delegates in that subject committee.
- c. The prioritization expressed by the subject committee delegates will be reflected in the item order of the Platform Convention ballot.
- d. Votes on these electronic ballots will be Due by Noon on Sunday December 12th.

5. Addition of Legislative Action Items by Petition

- a. Should any Platform Convention Delegate fail to propose or cause to be proposed a Legislative Action Item during the relevant subject committee session, the item may be proposed for inclusion in the Platform Convention ballot by:
 - i. Obtaining a Legislative Action Item petition form. This form may be obtained by filling out the provided request form by no later than 5pm on Saturday, December 11th.
 - a) Drafting the LAI, of no more than 50 words, on this form;
 - b) By 7pm, DPO Staff will approve your petition and send you an associated form so you may start gathering signatures.
 - ii. Obtaining the signatures of not less than 50 Platform Convention delegates and alternates, representing no less than five different Oregon counties, on this form; and
 - a) Submitting the completed petition to the convention office no later than 9am on Sunday, December 12, 2021.
 - b) Once the petition is qualified, the Convention delegates must approve the proposed LAI by a majority vote in order for it to be included on the LAI ballots.
 - iii. Items proposed by petition must not have already been considered by a subject committee session. Items proposed by petition must not be substantially similar, in whole or in part, to any other proposed LAI approved for the same article. Existing LAIs approved by a subject committee session may not be altered by petition. The Convention Chair will have the authority to rule on whether a LAI proposed by petition is eligible to be considered by the Convention, and shall have discretion to determine in which article it belongs.

- 6. Addition of Planks by Petition** The process to add planks to the platform will follow the same process as used for Legislative Action Items, except that the petition form will be labeled specifically for planks. The Convention Chair will have the authority to rule on whether a plank proposed by petition is eligible to be considered by the Convention, and shall have discretion to determine in which article it belongs.
- 7. Platform Convention Ballot Process**
- a. After the close of the convention on Sunday, December 12, 2021, electronic ballots shall be sent to all Delegates and Alternates in order to prioritize Legislative Action Items. The ballots shall list the Legislative Action items reviewed and passed out by the subject committees:
 - b. Delegates and Alternates Shall:
 - i. Receive two electronic Platform Convention ballots containing all qualified LAIs in the Proposed 2021 DPO Platform, as modified, revised, and prioritized during the subject committee sessions, after all session information has been recorded, assembled, and printed.
 - ii. Alternate ballots will only be counted should the Corresponding Delegate fail to cast a vote. Alternate votes will be counted in the order they are listed on a County's Alternate Roster, allowing for gender balance.
 - iii. Vote for two LAIs from each of the articles on one ballot, and for two LAIs from the entire list of Legislative Action Items, regardless of article, on the second ballot.
 - iv. Those top vote-getting LAIs will be the DPO's list of Priority Legislative Action Items.
 - c. All LAIs will be emailed to all Convention participants according to the number of votes they received, by subject committee and by popularity.
 - i. The top vote-getting LAIs will be the Priority Legislative Action Item list of the DPO. Priority Legislative Action Items shall be posted on the DPO Website and will be disseminated to lawmakers.
 - d. The Priority Legislative Action Items, along with the 2021 DPO Platform Preamble, Articles, Article Preambles, and Planks, as approved by the Platform Convention Delegates, shall be the 2021 DPO Platform and Legislative Agenda.
- 8. Procedure following the Platform Convention** The Editing Committee will review the language of the 2021 DPO Platform and Legislative Agenda, and make corrections, if needed, for grammar and clarity. The Platform Convention ballot shall be tallied, and its results made public, not later than January 7th.
- 9.** It will be the responsibility of each Platform Convention Delegate and the Democratic Party of Oregon to work with members of the Legislature to move our priority Legislative Action Items into law and action.