



Pottawattamie Democrat County Convention Rules

I. Convention Business

1. The business of the convention will be conducted using absentee processes. Convention Business includes:
 - Election of District/State Delegates by preference group
 - Election of District/State Alternates by preference group
 - Approval of District Convention Committee Members
 - Election of County Affirmative Action Chair
 - Approval of Platform Committee Report
2. Convention Registration will occur from April 10, 2020, through April 15, 2020.
3. Balloting for Convention Elections will be sent to all Registered Delegates by April 22, 2020. All ballots must be submitted by April 30, 2020.

II. Registration

1. All Delegates and Alternates must register in order to participate in the convention. Eligible County Convention Delegates and Alternates are those who were duly elected at their precinct caucus, reside in the county, and are registered as a Democrat.
2. Delegates and Alternates registering to participate in the convention shall do so by completing an online registration form.
 - a. The registration window will begin at 9:00am on April 10, 2020, and will end at 5 pm on April 15, 2020.
 - b. The registration form will be sent by the credentials committee chair or their designee to all Delegates and Alternates via email.

- i. The credentials committee may use other methods to contact delegates and alternates with no known email address.
- c. Delegates and alternates who are unable to access the online registration form may complete their registration via phone to a member of the credentials committee or to a designee of the credentials committee.
- d. Delegates and alternates may request to register via postal mail by contacting the county chair at 402-657-1007.
- e. The Arrangements Committee, or their designees, will provide a process whereby delegates and alternates may request a reasonable accommodation to complete registration. A clear description of how to submit a request must be included in all places where the registration link is shared.

III. Seating of Delegates and Alternates

1. After the registration window closes, the credentials committee or their designee will compile the list of all delegates to the convention who completed registration. These delegates will be considered seated delegates.
2. Designated alternates who completed registration shall be seated immediately thereafter. A 'designated alternate' is a duly-elected alternate to the convention who has been assigned by a duly-elected delegate to the convention to replace the delegate. This assignment must be made on the paper or electronic form provided by the credentials committee.
3. After the list of seated delegates has been compiled according to Rules 1 and 2 in this section, the credentials committee or their designee will fill vacant delegate seats with registered alternates in the following priority order:
 - a. Duly elected alternates from the same preference group and precinct as the delegate on a first-registered first-served basis.
 - b. Duly elected alternates from the same preference group and a geographically similar precinct as the delegate.
 - c. Duly elected alternates from the same preference group and any precinct.

- d. Self-designated alternates from the same preference group from the satellite caucuses.
 - e. Any alternate from any precinct, with the permission of the Presidential Campaign Designee who represents the preference group to which the missing delegate was elected.
 4. When selecting alternates using the above rules, the Credentials Committee must only consider the preference group that elected the alternate to the county convention, and not the preference group with which the alternate realigned during registration.
 5. When an alternate has been selected by the credentials committee per the rules above, the alternate shall have the right to retain their position as a delegate, despite the presence of the duly elected delegate, until the completion of the convention business.

IV. Presidential Preference Group Division

1. Convention delegates will be divided into presidential preference group for the purpose of electing delegates and alternates to the district and state conventions.
 - a. At the time of registration, delegates who are in viable groups according to the precinct caucus totals won in that county, must align with the same preference group that selected them at the precinct caucus. Any presidential preference group that obtained at least 15% of the county's State Delegate Equivalents during the precinct caucus shall be declared viable.
 - b. At the time of registration, delegates who are in nonviable groups according to the precinct caucus totals won in that county must be given the opportunity to realign with a viable group by selecting from a list of viable groups within the county and confirming that they now "support ____ for the Democratic nomination for President." Any presidential preference group which failed to obtain 15% of the county's State Delegate Equivalents shall be declared nonviable. Delegates may choose to remain in their nonviable group but will therefore not be able to vote for delegates to the district/state convention.
2. The following groups are viable in Pottawattamie County:
 - Bernie Sanders
 - Pete Buttigieg
 - Elizabeth Warren

V. Voting Methods & Procedures

1. Voting on all convention business and elections will be conducted using absentee ballots.
 - a. At the time of registration, delegates and alternates must select to receive an online ballot or mail ballot, or they may request an accommodation.
 - b. On April 22, 2020, the Rules & Nominations Committee or their designee will send an email to all delegates who requested to receive an online ballot.
 - i. The email will include instructions on how to access the online ballot.
 - ii. The deadline to submit the online ballot is April 30, 2020, at 5:00pm.
 - iii. Online ballots must produce a voter verified record.
 - c. On April 22, 2020, the Rules & Nominations Committee or their designee will send mail ballots to all delegates who requested to receive a mail-in ballot.
 - i. The mailed information will include instructions on how to return the ballot.
 - ii. The postmark deadline for mail ballots is April 30, 2020. The ballots will be mailed and received by the Iowa Democratic Party. The IDP has a barcode system and they can determine when the ballot was postmarked. We define postmarked as the date/time of the barcode getting scanned at the point of entry.
2. The Arrangements Committee, or their designees, will provide a process whereby delegates may request a reasonable accommodation to complete their ballot. A clear description of how to submit a request must be included in all places where the balloting instructions are shared.
3. The Rules & Nominations Committee will oversee ballots and election tabulations.

4. In accordance with the National Party Charter, delegates will vote using an identified ballot.
5. The rules and nominations committee chair shall take possession of all the ballots. The ballots shall be preserved until the conclusion of the Democratic National Convention.

VI. Nomination & Election of District/State Delegates and Alternates

1. A candidate for a district/state delegate position need not be a delegate or alternate to the county convention but must be 18 years of age by Election Day, Tuesday, November 3, 2020, be registered as a Democrat within the county from which they are seeking election, and must support the purposes of the Iowa Democratic Party.
2. Candidates for district/state delegate or alternate must inform the Rules & Nominations Committee Chair of their desire to be a candidate no later than April 15, 2020.
 - a. A Presidential Preference Group Designee may inform the Rules Chair on behalf of a person who desires to be a candidate if that person is part of the preference group slate candidates.
 - b. Candidates who are not part of a preference group slate may inform the Rules Chair of their desire to be a candidate in one of the following ways:
 - By emailing to PottCoDems@gmail.com
 - By sending a letter to:
P.O. Box 233
Council Bluffs, Iowa
51502
3. District/State Delegates and Alternates shall be elected by preference group.
4. Nominees shall be listed in alphabetical order by last name.
5. Prior to casting the ballot for district/state delegate, all delegates must be presented with the following statement: "All public meetings at all levels of the Democratic Party in Iowa shall be open to all members of the Democratic Party regardless of race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, gender identity and expression, economic status, or disability. In order that the Democratic Party at all levels be an open Party, which includes rather than excludes people from participation, a program of effective affirmative action has

been adopted by the Iowa Democratic Party. Discrimination on the basis of 'status' in the conduct of Iowa Democratic Party affairs is prohibited.”

6. Each delegate who is an authorized member of a preference group empowered to vote on the election of the candidate or candidates, shall do so by casting a ballot to select a slate as presented or to rank the nominees individually.
 - a. Delegates choosing to rank nominees must rank all nominees.
 - b. If a slate receives over 50% of the votes cast, the members of the slate shall be declared the winners.
 - c. If a slate fails to receive over 50% of the votes cast, the nominees' rankings will be tabulated according to their 1st choice ranking. Candidates with the highest number of 1st choice votes and who received a majority of votes cast will be elected. If there remain positions to fill, the candidate with the fewest first-choice rankings will be eliminated and those ballots will be redistributed to their second-choice candidate. The totals will be recounted. If there remain unfilled positions, the candidate with the fewest top-choice rankings remaining will be redistributed to their next-choice ranking of a candidate that has not been elected or eliminated. Redistribution will continue in this fashion until such time as each position to be elected is filled by a candidate who receives over 50% support from among the ballots cast.
7. District/State Delegates have been allocated to presidential preference groups in proportion to the percentage of precinct caucus votes won by each group:
 - Bernie Sanders: 18
 - Pete Buttlegieg: 17
 - Elizabeth Warren: 13

VII. Nomination & Election of County Affirmative Action Chair

1. A candidate for County Affirmative Action Chair need not be a delegate or alternate to the county convention but must be 18 years of age by Election Day, Tuesday, November 3, 2020, be registered as a Democrat within the county from which they are seeking election, and must support the purposes of the Iowa Democratic Party.
2. Candidates for County Affirmative Action Chair must inform the Rules & Nominations Committee Chair of their desire to be a candidate no later than April 15, 2020, in one of the following ways

- By emailing to PottCoDems@gmail.com
 - By sending a letter to:
P.O. Box 233
Council Bluffs, Iowa
51502
3. County Affirmative Action Chair shall be elected by the convention as a whole.
 4. Nominees shall be listed in alphabetical order by last name.
 5. Each delegate shall rank the nominees individually.
 - a. Delegates are not required to rank all nominees.
 - b. Ballots will be tabulated according to their 1st choice ranking. The candidate with the highest number of 1st choice votes and who received a majority of votes cast will be elected. If no candidate achieves a majority, the candidate with the fewest first-choice rankings will be eliminated and those ballots will be redistributed to their second-choice candidate. The totals will be recounted. If no candidate has yet achieved the majority, the candidate with the fewest top-choice rankings remaining will be redistributed to their next-choice ranking of a candidate that has not been elected or eliminated. Redistribution will continue in this fashion until such time as a single candidate receives over 50% support from among the ballots cast.

VIII. Nomination & Election of District Convention Committee Members

1. The number of district committee positions has been allocated based on a system of proportional representation. The convention has been allocated:
 - Arrangements Committee: 4
 - Credentials Committee: 4
 - Platform Committee: 4
 - Rules Committee: 4
2. Each county convention committee must provide a list of nominees for the corresponding district convention to the Rules & Nominations Chair no later than April 15, 2020.

3. Other candidates for a district convention committee must inform the Rules & Nominations Committee Chair of their desire to be a candidate no later than April 15, 2020, in one of the following ways
 - By emailing to PottCoDems@gmail.com
 - By sending a letter to:
P.O. Box 233
Council Bluffs, Iowa
51502
4. District Convention Committee Members shall be elected by the convention as a whole.
5. Each delegate shall cast a ballot indicating whether or not they approve the slate of nominees assembled by the county convention committees.
 - a. If the slate is approved by a majority of ballots cast, each member of the slate shall be declared a winner.
 - b. If the slate is not approved, delegates will rank each nominee in a subsequent ballot.

IX. Platform

1. The report of the platform committee shall be considered by the convention as a whole.
2. Delegates shall vote yes or no to pass the Platform Committee's Report to the District Platform committee.
3. A majority vote of the ballots cast shall be required to pass the Platform Committee's Report.

X. General Provisions

1. A quorum for the purpose of completing convention business shall be that 40% of the number of delegates elected to the county convention completed the registration process.
2. No delegate may vote on the ballot assigned to another delegate, and only the seated delegate shall vote on the ballot assigned to them.
3. The following documents shall govern procedural issues not otherwise found in these rules and shall supersede these rules in the case of a conflict: the 2020 Iowa Democratic Party Delegation Selection Plan, the Constitution of the Iowa Democratic Party, and the Charter and Bylaws of the Democratic National Committee.