

# TEMPORARY AND PROPOSED PERMANENT RULES FOR THE 2022 MINNESOTA DFL STATE CONVENTION

Note: These Temporary and Proposed Permanent Rules shall govern the State Convention until the Convention adopts permanent rules. These Temporary and Proposed Permanent Rules are also a recommendation to the Rules Committee as a starting point in preparing its report to the State Convention.

## I. Delegates and Delegations

1. CONVENTION COMPOSITION: The convention will be composed of the following delegates:

a. All delegates elected at organizing unit conventions (and alternates properly seated in place of absent delegates), who shall be entitled to vote on all convention matters.

b. State party officers (State Chair, Vice Chairs, Outreach Officer, Secretary, Treasurer, Finance Chair, two State Directors elected by each Congressional District, and Minnesota's elected National Committee Members), the MYDFL President, and Congressional District Chairs and Vice Chairs incumbent at the time the congressional district convention was convened, all of whom shall be entitled to vote on all matters.

c. Distinguished Party Leader delegates, as defined in Article III, Section 19 of the DFL Constitution, who shall be entitled to vote on all matters.

d. The following shall be nonvoting delegates unless elected as delegates pursuant to a., b., or c. above: (i) State Standing Committee members of the Constitution, Bylaws, and Rules Committee; Platform, Issues, and Legislative Affairs Committee; and Outreach and Inclusion Committee; (ii) members of the National Committee not elected by the state convention or the state central committee; and (iii) in years when redistricting occurs, Congressional District Chairs and Vice Chairs incumbent at the time the state convention is called to order.

2. CREDENTIALS CHALLENGES: The state convention credentials committee will hear challenges and will then report its suggested resolution(s) of any challenge(s) at the time of any credentials report. Delegates and properly seated alternates on the temporary roll may vote on challenges. However, no challenged individual may vote on their own challenge.

3. DELEGATE, ALTERNATE, AND VISITOR SEATING: Delegates and alternates seated as delegates will be seated by organizing units within Congressional Districts at designated locations. At-large delegates shall be seated at designated locations within their Congressional Districts. Distinguished Party Leader delegates shall be seated with the delegation for the organizing unit in which they reside, and shall vote with the state party officers at a table within the Congressional District in which they reside. In those organizing units having delegates in more than one Congressional District, delegates and alternates seated as delegates shall be seated in the Congressional District where the majority of the delegates reside, Alternates shall be seated in a specific area of the convention hall, and shall be in areas designated by Congressional Districts. All visitors shall be seated separately from delegates and alternates. Special floor passes shall be issued for an interpreter or personal care attendant for any delegate or upgraded alternate who submits a request to the credentials committee. Such persons may be located in close proximity to the delegate or alternate they are assisting, but shall play no independent role in campaigns or other convention business. Delegates and upgraded alternates with mobility impairments shall be allowed an additional 10 minutes to get onto the convention floor after it is frozen. Alternates with mobility impairments will have a specific dedicated spot on the convention floor.

4. DELEGATION CO-CHAIR(S): At the organizing unit convention, each organizing unit delegation shall elect delegation co-chair(s), not of the same gender identity, for purposes of alternate seating, roll call and ballot voting. Any delegate shall be eligible for election as a delegation co-chair. The names of the delegation co-chair(s) shall be reported promptly to the organizing unit convention secretary and the State DFL Office. The convention chair shall instruct the convention as to the duties the delegation co-chair(s) will be expected to perform during the convention. Except in years when redistricting occurs, Congressional District Chairs and Vice Chairs incumbent at the time the congressional district convention was called to order shall serve as the delegation co-chairs for the at-large delegates, state party officers, and Distinguished Party Leader delegates who reside within that Congressional District. In years when redistricting occurs, Congressional District Chairs and Vice Chairs incumbent at the time the state convention is called to order shall serve as the delegation co-chairs for the at-large delegates, state party officers, and Distinguished Party Leader delegates who reside within that Congressional District.

5. CREDENTIALS, REGISTRATION, AND UPGRADING ALTERNATES:

a. Delegation co-chair(s) will cooperate with the credentials committee to upgrade alternates to assure maximum delegate strength. The delegation co-chair(s) will be provided with a list of the delegates and alternates in their delegation, showing subcaucuses, if applicable, gender identity, and alternate ranking. Delegations which are split across congressional district boundaries are separate delegations for purposes of upgrading.

b. Seating of alternates will be performed as follows:

1. All delegates and alternates must complete the registration form prior to voting each day to identify where upgrades are available.

2. In those organizing units in which delegates were elected by majority voting, a delegate will be replaced by the highest-ranked alternate in the delegation who maintains equal division.

3. In those organizing units in which delegates were elected by subcaucus, a delegate will be replaced by the highest ranking alternate from the subcaucus, who maintains equal division as far as mathematically practicable, if available. If no alternate from the delegate's subcaucus is available, then the alternate who will maintain equal division will be chosen by lot from the top-ranking alternates from the subcaucuses of the same candidate preference which have alternates who will maintain equal division, if available. If no alternate from a subcaucus of the same candidate preference who will maintain equal division is available, then the alternate will be chosen by lot from the top-ranking alternates from each subcaucus of the same candidate preference, if available. If no alternates from a subcaucus of the same candidate preference are available, then the alternate who will maintain equal division will be chosen by lot from the top-ranking alternates from the subcaucuses who will maintain equal division, if available. If no alternate who will maintain equal division is available, then the alternate will be drawn from the entire organizing unit

by lot. Each subcaucus will be represented in the lot in proportion to its delegate allocation strength.

4. No alternate will be upgraded during the time when any voting/balloting is taking place.

5. Alternates who are upgraded will receive a badge to add to their credential from the credentials committee identifying their new status.

c. When a delegate or alternate leaves the convention before recess each day, they must inform the credentials committee by completing a leave form. If they return later, they can inform the credentials committee by completing the registration form again. When a delegate who has been replaced by an alternate arrives or returns, or when an alternate arrives or returns and would otherwise be eligible to be seated, the lowest ranking seated alternate from that organizing unit or within the subcaucus (where that method has been used) will relinquish delegate status. When a delegate who has been replaced by lot arrives or returns, the alternate selected by that lot will relinquish delegate status. Downgrading shall maintain equal division as far as mathematically practicable.

## II. Quorum

6. QUORUM NUMBER: The quorum required to conduct convention business is the number of delegates sufficient to cast a majority of the total convention votes.

## III. Voting

7. VOTING PROCEDURE: Unless otherwise provided for in these rules, all voting shall be by voice vote or raising of hand division unless a written ballot vote is requested by the chair or by a 1/3 vote of the convention. All votes on contested endorsements and on contested elections shall be by written ballot. Fractional votes will be counted as such on all standing divisions and written ballots.

8. WRITTEN BALLOT VOTE: On written ballot votes, congressional district chairs, or their designee, will report to the teller's desk to be given ballots for the organizing units seated within the congressional district. Fractional vote ballots will be uniquely identified by the election judges prior to distribution. The delegation co-chair(s) will receive, distribute and collect ballots from the organizing unit delegation. A delegate will cast only one ballot. Each delegate must write the candidate's name legibly on the ballot, and then sign their name on the back of the ballot. After collection, delegation co-chair(s) will tally the votes at the delegation table, openly and in the presence of observers, including abstentions and blank ballots, record the results on the ballot envelope, and immediately give the ballots to their congressional district chair or their designee secretary. If a vote challenge is issued, a teller will conduct a poll of the delegation. Any printed ballot must list the names of all nominees.

9. ELECTRONIC VOTING: Whenever these rules provide for a written ballot, electronic balloting shall be used unless the chair determines or has been advised that the electronic balloting system is not functioning properly, in which case written ballots shall be used as described in these rules.

### 10. VOTING DEVICES AND CREDENTIALS:

a. Each delegate may use a personal electronic device that can connect to the internet (such as a cell phone, tablet, or computer). In the case that a delegate does not have access to a device one can be requested.

b. Each delegate and alternate will be provided with an access key and password that is unique to them. This will need to be used to participate in a vote. For each ballot, only the access keys of

currently registered delegates and appropriately upgraded alternates will be able to participate. Each delegate or upgraded alternate should only ever vote with their own unique access key.

11. DISTRIBUTION OF VOTING CREDENTIALS: Each delegate and alternate will be emailed their unique voting access key and password prior to the convention. Before voting begins each day, there will be designated packets for each delegation, to be picked up by the delegation co-chair(s), that will include the voting information for each member to support delegates and appropriately upgraded alternates. Delegation co-chair(s) will support delegates and appropriately upgraded alternates with logging into the voting system, if support is required. Delegation co-chair(s) will also be provided directions for accessing each day's registration and leave form.

12. BALLOTING: Prior to any ballot for which electronic voting shall be used, the chair shall provide at least a 15-minute warning prior to freezing the floor. Once the floor is frozen, delegates and upgraded alternates will have at least 10 minutes to go to the online ballot and vote. The ballot will only be activated during this time. The convention chair shall then unfreeze the floor and announce the results of the ballot. If a subsequent ballot is necessary, the chair shall immediately issue a new at least 10-minute warning prior to freezing the floor, allowing campaigns to work the floor prior to the floor being frozen again. This process will be repeated as necessary.

13. TEST VOTES: Prior to the convention casting its first vote using electronic voting, each day the chair shall hold a test vote which follows the procedures provided in these Rules. Additional test votes may occur during the convention at the chair's discretion.

14. VERIFICATION: There will be a verification table staffed by neutral parties who will be able to access a full spreadsheet of results. Delegates will be able to state their access key and ask for verification that their vote was recorded correctly. Delegation co-chair(s) will be instructed to direct concerned parties to the verification table.

15. TALLYING: Each full vote shall be weighted as 1 and each half vote shall be weighted as .50.

16. RETURNING VOTING MATERIALS: At the end of each day, or adjournment of the convention, delegation co-chair(s) will return their voter information packets.

17. VOTING ASSISTANCE: Any delegate who cannot indicate their vote shall be provided assistance by a teller upon request to the delegation co-chair(s).

## IV. Convention Officers

18. CONVENTION OFFICERS: The convention will elect ~~a~~ at least one convention chair and at least three co-chairs (with equal division) who will preside at the designation of the chair. The chair will appoint a convention secretary, timekeepers, judges, clerks, tellers, sergeants at-arms, parliamentarians, pages, and other assistants the chair deems necessary to conduct convention business.

## V. Speech and Debate

19. RECOGNITION OF SPEAKERS: No delegate may speak until recognized by the chair. Speakers will first state their name and organizing unit. No person may speak more than once on an item of business until all others who wish to do so have had an opportunity.

20. TIME LIMITS: Unless otherwise provided for in these rules, debate on any motion shall be limited to three speakers in favor, three speakers against, with each speaker allowed up to

two minutes. The chair will rotate speaking privileges among floor microphones and between proponents and opponents of a measure to the extent possible.

21. **CREDENTIALS CHALLENGES:** With respect to credentials challenges to delegations, following the presentation of the report of the credentials committee and prior to floor debate, speakers on behalf of both the challenged delegation and the challenging delegation shall each be allowed five minutes in total to present their positions, with the challenged delegation speaking last.

22. **MOTIONS TO TABLE, POSTPONE, OR RECONSIDER:** Any motion to table shall be considered as though it were a motion to post pone indefinitely. A motion to postpone indefinitely does not preclude amendments to the main motion. The motions “to reconsider and enter on the minutes” and “to object to consideration” are not in order. The motion to reconsider is in order and will require a two-thirds vote with the following exception; once a platform resolution is adopted or rejected, it cannot be reconsidered by the convention.

## **VI. Committees - General Rules**

23. **PARTIAL REPORTS:** Any convention committee may make partial reports, at the discretion of the convention chair.

24. **MINORITY REPORTS:** Minority reports of a committee must be supported by at least two members. For all convention reports, a minority report which is germane to a report item will be considered at the same time as the committee position and will be voted on first. Other minority reports will be taken up at the end of the committee report. All minority reports will be presented from the podium by the author.

25. **AMENDMENTS TO COMMITTEE REPORTS:** Amendments to committee reports must be seconded by 10% of the delegates, by signature or by show of hands. Amendments that change or add five or more words must be submitted in writing.

26. **ADOPTION OF AGENDA AND RULES:** A majority vote of the convention is required to adopt the agenda and rules as the permanent agenda and rules. Any amendment or a suspension of the permanent rules or the agenda after they have been adopted requires a two-thirds vote of the convention.

## **VII. DFL Ongoing Platform and Action Agenda**

27. **ADOPTION OF PLATFORM:** A 60% affirmative vote is necessary to adopt any changes (amendments, additions, deletions or substitutions) to the DFL Ongoing Platform or any items for the Action Agenda. Up to 100 Action Agenda resolutions, ranked by percentage, receiving the necessary vote for inclusion shall be incorporated appropriately in the DFL Action Agenda. However, in the event of a tie for last place, the State Platform, Issues, and Legislative Affairs Committee may increase the number above 100.

28. **COMMENT AND ADVOCACY:** There shall be a period of Comment and Advocacy on platform resolutions, for up to 90 minutes total, during which time any delegate may speak, for one time and one time only, for a total of 45 seconds, for or against any resolution or resolutions they choose. The chair may entertain these speeches as scheduled on the agenda and during convention delays.

29. **WRITTEN BALLOT PROCEDURE:** The rules for implementation of the written ballot are:

a. The Platform, Issues, and Legislative Affairs Committee report shall be distributed to delegates and alternates at or prior to registration.

b. Members of the Platform, Issues, and Legislative Affairs Committee shall be available at a location on or near the

convention floor to answer questions about the balloting procedure or to clarify proposed resolutions from the start of the convention until balloting is closed.

c. All resolutions balloting shall be open; therefore, delegates shall sign their names legibly on their ballots.

d. **Amendment and debate process:** There shall be a special consideration period of up to one and one-half hours on the agenda. Requests for special consideration shall be submitted to the convention secretary prior to 12:45 p.m. on Saturday. On Saturday, if by a show of credentials it appears 15% of the delegates agree to special consideration, the item will be set aside for special consideration and will be placed at the end of the list of resolutions removed for special consideration. When an item is taken up for special consideration, any delegate may offer an amendment. However, amendments must not alter the general intent or scope of any resolution.

e. There will be no separate voting on the merits of items during the special consideration portion of the agenda. The time for voting on resolutions shall open as soon as possible after the deadline for requests for special consideration and remain open until 4:00 p.m. on Sunday. All balloting will be on the electronic-ballot provided. There will be 30 minutes, immediately following the completion of the period of Special Consideration, set aside during the convention for voting on the written ballot during which no other business shall be conducted.

f. In calculating vote totals, abstentions shall be counted as part of the vote (in effect making them “no” votes). Vote totals shall be announced to the convention.

g. Petition resolutions proposing to modify the Platform may be submitted to the State Convention, provided they are signed by 250 of the state delegates or alternates representing no fewer than 2 Congressional Districts and 5 Organizing Units. Petitions seeking to amend, override, or reword existing resolutions will not be considered. Those submitted by the Thursday before the state convention committee meetings (April 28, 2022) will be considered for inclusion in the state Convention Platform report and ballot. Those submitted after that date, but before adjournment of the convention, will be forwarded to the State Central Committee for consideration and may modify only the Action Agenda, not the Ongoing Platform. Petition resolutions must be submitted to the Co-Chairs of the State Platform, Issues, and Legislative Affairs Committee, or, during the State Convention, to the Convention Secretary.

## **VIII. Endorsements**

30. **ENDORSEMENTS FOR STATEWIDE OFFICES: GOVERNOR AND LIEUTENANT GOVERNOR, ATTORNEY GENERAL, SEC RETARY OF STATE, and STATE AUDITOR.** The convention will conduct separate endorsement ballots for each of the statewide offices in accordance with the rules set out in this Article VIII. Only an endorsed candidate for Governor, or their designee, may nominate a candidate for endorsement for Lieutenant Governor.

31. **NOMINATING PROCESS:** Candidates shall be placed in nomination from the floor in name only. At least 50 delegate votes must second the nomination to place the candidate’s name into nomination. Candidates nominated for Governor shall each be allotted up to 15 minutes for demonstrations, nominating speeches, seconding speeches, and addressing the convention. Candidates for other statewide elective offices shall each be allotted up to 10 minutes for demonstrations, nominating speeches, seconding speeches, and addressing the convention. Speaking order of candidates will be determined by lot. If an endorsement is not contested, the candidate may have such time as they request at the discretion of the chair for demonstrations, nominating speeches, seconding speeches, and addressing the

convention.

### 32. GENERAL ENDORSEMENT RULES

a. **ENDORSEMENT:** Endorsement requires a 60% affirmative vote of the convention, and every ballot is a test ballot of the quorum. The phrase “60% affirmative vote” means that to be endorsed, a candidate must receive 60% of the votes cast on that ballot, excluding blanks and abstentions. A ballot with too many names on it or the name of a candidate who was not nominated or has been dropped off due to lack of delegate strength will be considered a spoiled ballot. Abstaining or casting a blank, unintelligible, or spoiled ballot will be considered the same as not voting. Such ballots will not be tallied in the vote count, but will count towards a quorum. Ballots for “no endorsement” will be tallied in the vote count.

b. **NUMBER OF BALLOTS:** There shall be no limit in the number of ballots for endorsement.

c. **TEN MINUTES BETWEEN BALLOTS:** For each ballot there shall be ten minutes between the announcement of the results and the commencement of the next ballot.

d. **DROP OFF RULE:** Candidates receiving less than 5% will be dropped after the first ballot. On subsequent ballots, the drop off percent will be raised by 5% each ballot to a maximum of 25%. After the fifth ballot and each subsequent ballot, candidates will be dropped as needed so that only the first- and second-place candidates remain. In the event that application of the drop off rule would eliminate all but one candidate, then the two candidates who received the highest percent of the vote on the prior ballot shall be the remaining candidates.

33. **ACCEPTANCES:** The endorsed candidate for Governor will be allotted up to 10 minutes for an acceptance speech. Each endorsed candidate for other statewide elective office will be allotted up to 5 minutes for an acceptance speech. The timing of the acceptance speech will be determined by the endorsed candidate and the convention chair. If an endorsement is not contested, the duration of the acceptance speech will be determined by the endorsed candidate and the convention chair.

### 34. CANDIDATE FLOOR PASSES:

a. Upon application to the State Chair, a declared candidate seeking DFL endorsement for Governor shall be allotted 10 floor passes and a declared candidate seeking DFL endorsement for other statewide elective office shall be allotted 5 floor passes. From the day a candidate is nominated and until endorsement balloting for that office is completed, candidates may have an additional 10 temporary floor passes in the case of a contested endorsement and an additional 4 temporary floor passes in the case of an uncontested endorsement. All non-delegate candidates and their representatives (using floor passes) must leave the convention floor at the time that ballots are distributed.

b. Upon completion of the endorsement process for a particular office, all floor passes for that office shall expire except for two passes for the endorsed candidate.

c. Upon application to the State Chair, each declared candidate for endorsement for a statewide elective office who is not a delegate or seated alternate will be given a permanent, personal floor pass for the convention.

35. **QUESTION & ANSWER PERIOD:** There will be a Question & Answer period immediately after the nominating process for each office for which there is a contest. The Question and Answer period will be 20 minutes long in the case of Governor and 10 minutes long in the case of all other statewide offices. All candidates who have been nominated for

endorsement will be invited to participate.

a. Delegates and alternates are entitled to submit one written, signed question, on the form provided at registration for the Question and Answer period. Only one question per form is permitted. All questions must be submitted to the convention secretary no later than one hour prior to the beginning of nominations for the endorsement for a particular office. The question must be legible to be considered. All questions must be general in nature and be addressed to all of the candidates. No preliminary remarks, statements, or explanations may be included and are cause for the disqualification of the question. No questions deemed to be in the nature of personal attacks on any or all candidates will be accepted. All questions must be possible to answer within a one minute period.

b. The first question, to be asked by the convention chair, and to be answered by each candidate, shall be: “If a candidate other than yourself gets endorsed, will you under any circumstances run in the primary against the DFL endorsed candidate? Yes or No answer only.” All other questions will be screened for compliance with subsection a. above by the state convention chairs. Each candidate may have one observer at the screening. All questions approved will be placed in a container from which the convention chair will draw randomly during the Question and Answer period. The convention chair will ask the question and not repeat a previously asked question.

c. Each candidate will have up to one minute to respond to each randomly-drawn question. The timer will be diligent and forceful in order to be fair to all candidates. The order of response for the first question will be determined by the lot under Rule 30, and rotation will follow for subsequent questions. All candidates will have the opportunity to answer the last question asked even if the allotted time elapses prior to the completion of the rotation.

## IX. Miscellaneous Rules

36. **ACCESSIBILITY:** There will be at least four fixed microphones on the convention floor. The sergeants-at-arms and other officers shall make all efforts to ensure the full accessibility of the process, including access to microphones during debate, to those delegates and alternates who have disabilities. Personal care attendants will be allowed to accompany delegates and upgraded alternates, including during votes, in accordance with Rule 3 and Rule 17. Arrangements for signers shall be made prior to the convention.

37. **COVID-19 SAFETY AND SECURITY:** The State DFL Party staff shall have the authority to determine appropriate COVID-19 safety precautions and security measures for the convention.

38. The convention chair shall acknowledge 15-minute breaks at scheduled times throughout the convention for those whose faith requires them to pray at those times. No ballots for endorsement or elections shall begin or take place during a break, all other business may continue. If a break coincides with a ballot or election the chair shall declare a 15-minute recess at the scheduled time. The times of these breaks shall be provided to the chair and published in the agenda.

39. **CONVENTION DELAYS:** Any convention delay may be used for committee reports, party officer reports, or greetings of elected officials at the discretion of the convention chair. Party dignitaries may be given the privilege of speaking briefly to the convention at the discretion of the convention chair.

40. **LITERATURE, DISPLAYS, AND DEMONSTRATIONS:** No person may place any banners or posters on the convention platform or in any way obstruct the view of the platform by

delegates. No sign, banner, or other display is allowed on the convention floor or anywhere else in the convention hall unless either (1) the display is in an area designated by the State Party, in which case each candidate for endorsement will be given substantially equal space in the designated area; or (2) the display is a handheld sign, which must be carried by an attendee or delegate or may be laid on or under the table next to the delegate's seat when the delegate is not holding the sign. All signs, stickers, and other materials must comply with the rules of the Convention Center and DFL Party. A copy of those rules can be obtained from the State Chair. Banners and posters may be hung at the direction of the State Party. No new printed campaign literature may be distributed in the convention hall between the distribution of a ballot and the collection of that ballot. No moving demonstrations are permitted during balloting. There shall be no disruptive demonstrations in the galleries. Each delegation will be responsible for collecting materials and garbage. Balloons, whistles, air horns, bull horns, thunder sticks, and strobe lights, or other similar devices, will not be allowed inside the convention venue during the convention.

41. SMOKING AND USE OF INTOXICANTS: Smoking, e-cigarettes, smokeless tobacco, and the use of intoxicants is prohibited on the convention floor, in the hallways adjacent to the convention hall, and outside the main entrance into the building.

42. RETENTION OF BALLOTS: Any written endorsement ballot shall be retained for 30 days following adjournment of the convention. Any challenged ballot, if challenged prior to adjournment of the convention, shall be retained for 30 days thereafter. All other ballots, including Platform ballots, used for convention business shall be destroyed ten days after the end of the convention.

43. FREEZE ACCESS TO FLOOR: Before conducting any vote, the chair has the discretion to instruct the sergeants-at-arms to freeze access to the area where the delegates are seated on the convention floor. At least 15 minutes advance warning must be given to the delegates. At least a 15 minute warning must be given to any committee in session prior to any endorsement ballot. The Credentials Committee shall be permitted to close the Credentials table five minutes before the floor is frozen. Delegates and upgraded alternates with mobility impairments shall be allowed an additional 10 minutes to get onto the convention floor after it is frozen. The floor shall be unfrozen once the chair has determined that voting is completed. After the chair has announced that the floor is unfrozen, the sergeants-at-arms shall announce outside in the halls that the floor is now unfrozen.

44. TELLER OBSERVERS: Each candidate shall be allowed three teller observers in the tellers' room while their race is being counted. Candidates shall inform the convention secretary in advance who their observers will be. The observers shall not be involved in ballot counting.

45. ROBERT'S RULES: All matters not governed by the DFL Constitution and Bylaws, the 2022–2023 DFL Call or these rules shall be governed by Robert's Rules of Order, Newly Revised.