

AFSCME 44th International Convention

2020 Convention Rules

(Adopted August 13, 2020)

General (Rules 1-5)

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RULES AND ORDER OF BUSINESS

GENERAL

RULE 1. The meetings of the International Convention of the American Federation of State, County and Municipal Employees shall be called to order as follows, unless in the opinion of the Chair, the time should be adjusted:

Thursday, August 13, 2020 at 2:00 PM (Eastern)

Friday, August 14, 2020 at 1:00 PM (Eastern)

Wednesday, September 2, 2020 at 1:00 PM (Eastern)

RULE 2. The President shall, with the approval of the Executive Board, appoint a Credentials Committee, a Committee on Rules and Order of Business, a Constitution Committee, a Sergeant-at-Arms Committee, and a Committee on Elections, as required by the International Constitution, and shall, with the approval of the Executive Board, appoint the following additional committees: Appeals Committee and Resolutions Committee. The President shall, with the approval of the Executive Board, designate a chairperson or co-chairpersons from among the membership of each committee.

No resolution may be introduced after the convention convenes unless submitted by the International Executive Board which may introduce a resolution for consideration at any time with the consent of a majority of the convention. The Resolutions Committee shall have authority to combine two or more resolutions and to amend such resolutions to the extent deemed appropriate by the Committee, or to offer a Committee substitute for one or more resolutions.

Such committees may meet virtually, and all delegates and members shall be given an opportunity to appear virtually before Convention committees at such time as the committees may establish for appearances. Such presentations of views may be limited by the committee as to the length of time each person may speak. To the extent possible, when a delegate's status is challenged, the Sergeant-at-Arms or his or her designee shall, in advance of a hearing on the matter, notify the individual whose delegate status has been challenged that a virtual hearing on the challenge to his or her status will be held by the Credentials Committee.

RULE 3. In order to be entitled to vote, a delegate must have been properly seated by the Convention.

RULE 4. Votes on convention business conducted while the convention is in session will be handled electronically, with delegates selecting either the "Yes" or "No" digital option on the Convention platform. The Chair will notify the Convention of the results of the vote. As a result of the digital tabulation of votes, with results made available immediately after the voting period ends, there shall be no division of the house and no roll call votes.

RULE 5. The rules contained in the current edition of *Robert's Rules of Order Newly Revised* (11th Edition) shall govern the Convention in all cases to which they are applicable and in which they are not inconsistent with the Constitution or these Rules. These Rules shall expire upon adjournment of the 2020 International Convention. Therefore, the Rules and Order of Business governing the 2018 AFSCME Convention shall be reinstated and enforced from the opening of any regular or special Convention until new rules have been adopted by action of the 2022 Convention, in accordance with Article IV § 20 of the AFSCME Constitution.

DEBATE & MOTIONS

RULE 6. No seconds to motions are required.

RULE 7. A delegate seeking to speak must enter one of the platform queues: 1) in support of the motion; 2) in opposition to the motion; or 3) to raise a Point of Order procedural matter.

RULE 8. Upon recognition, delegates shall identify themselves by name and the council, local, or retiree chapter.

RULE 9. When a delegate is recognized to speak, the individual shall use their best efforts to eliminate background noise in order to be heard.

RULE 10. Speeches on matters of business shall be limited to one minute, unless the time is extended by the Chair.

RULE 11. A delegate may not speak a second time upon the same question until all delegates wishing to speak have had an opportunity to do so.

RULE 12. Any delegate wishing to call the Previous Question should enter the platform queue in support of the motion. A delegate may not move the Previous Question immediately following speaking on a motion. In instances where only one side of an issue has been heard and the Previous Question is moved, one speaker on the opposite side of the issue shall be permitted to address the Convention prior to the vote on the Previous Question. If a delegate who submitted a resolution has not spoken on that resolution when the Previous Question is moved, such delegate shall, upon request, be permitted to address the Convention prior to the vote on the Previous Question. The Chair shall have discretion to place appropriate limits on the number of such delegates who are permitted to address the Convention before a vote on the Previous Question.

RULE 13. The following motions are out of order: Postpone Indefinitely, Postpone to a Certain Time, Limit Debate, Table, Divide the Question, Rescind, and Reconsider.

RULE 14. Motions pertaining to reports of committees shall be subject to amendment from the floor of the Convention in the same manner as other motions and resolutions; provided, however, that any proposed constitutional amendment which is subject to adoption by a majority vote of the Convention may be amended only by a two-thirds

1 vote of the Convention.

2 **RULE 15.** If a Question of Order is called while a delegate is speaking, the delegate
3 shall, at the request of the Chair, be silent until the Question of Order is decided.

4 **RULE 16.** If a delegate wishes to appeal the ruling of the Chair, the delegate must
5 immediately raise the appeal as a Point of Order. An appeal from a decision of the Chair
6 shall not be entertained unless it has the support of 25 percent of the accredited
7 delegates.

8 **NOMINATIONS & ELECTIONS**

9 **RULE 17.** A Special Order of Business for nominations of International President and
10 International Secretary-Treasurer shall begin at 3:00 PM (Eastern) on the second day
11 of the Convention or upon the conclusion of ongoing Convention business that, in
12 the opinion of the Chair, should not be interrupted. The Chair shall call for
13 nominations and, immediately after nominations for the office are closed, shall offer
14 the opportunity to each nominee to accept or decline the nomination.

15 **RULE 18.** During the Special Order of Business provided for in Rule 17, any delegate
16 wishing to nominate a candidate for International President or International Secretary-
17 Treasurer may do so after the Chair has called for nominations, except that no delegate
18 may nominate a candidate who has already been nominated for that office. For each
19 candidate nominated, all nominating and seconding speeches combined may not
20 exceed a total of 10 minutes, but no individual speech may exceed 3 minutes.

21 **RULE 19.** Immediately upon completion of the Special Order of Business called for in
22 Rule 17, the general session of the Convention shall be recessed and, 15 minutes later,
23 separate virtual meetings for each Legislative District shall be convened for a Special
24 Order of Business for nominations for the Office of International Vice President from
25 each of such Districts. A quorum shall not be required for such meetings. In such
26 meetings, the chair of each meeting, who shall be designated by the International
27 President, shall call for nominations, and immediately after nominations are closed,
28 shall offer the opportunity to each nominee to accept or decline the nomination.

29 **RULE 20.** Nominations for any office shall remain open until the chair of any
30 nominating meeting held under Rule 17 or Rule 19 shall have called for further
31 nominations three consecutive times without any delegate seeking the floor for the
32 purpose of making a nomination. Each nominee shall be asked to advise the
33 Committee on Elections as to how his or her name is to appear on the ballot. An
34 electronic form will be made available for this purpose and must be submitted within
35 one hour of the conclusion of the nominating meeting. In any situation where the
36 number of persons nominated for any office equals the number to be elected, or where
37 all nominees except the number to be elected decline, such nominee or nominees
38 shall be declared elected. Any nominee who subsequently wishes to withdraw may do
39 so by written communication to the Committee on Elections at:
40 **elections@afscme.org** by 12:00 PM/noon (Eastern) on Saturday, August 15. Names

1 of the candidates shall appear on the ballot in the order of their nomination.
2 Immediately after the completion of each meeting held pursuant to Rule 19, the chair
3 of such meeting shall report the names of the nominees and their order of nomination
4 to the Committee on Elections. As soon as possible thereafter, the names of the
5 nominees shall be reported to the delegates by posting on the Convention platform.

6 **RULE 21.** No person shall be a candidate for more than one office. Any challenge
7 concerning the eligibility of any nominee shall be submitted by email sent to the
8 International President at **challenges@afscme.org** by 12:00 PM/noon (Eastern) on
9 Saturday August 15. Any challenge so filed shall be referred to the Committee on
10 Elections. The Committee on Elections shall rule on the challenge and report on its
11 decision in its report to the Convention on September 2.

12 **RULE 22.** For the 2020 Convention, BallotPoint Election Services shall be the
13 independent election agency.

14 **RULE 23.** The election of officers will be conducted by use of an electronic voting
15 system beginning no earlier than 6:00 AM (Eastern) on Monday, August 17 and
16 continuing through 6:00 PM (Eastern) on Friday, August 28. The names of the
17 candidates for International President and International Secretary-Treasurer shall
18 appear on the same ballot with the candidates for International Vice President. All
19 elections shall be conducted under the supervision of the independent election
20 agency, which shall have the authority to prepare the ballots, supervise the mailing of
21 election materials, receive and tally the votes cast for all the candidates, and certify the
22 results of the voting to the chairperson of the Committee on Elections for the
23 Committee's report to the Convention. The representatives of the independent election
24 agency shall have the right to make an independent report to the Convention at any
25 time prior to the report of the Committee on Elections.

26 **RULE 24.** In any case where there are more candidates for any office than the number
27 to be elected, elections shall be conducted by electronic ballot, by use of the Internet or
28 telephone keypad. Eligible delegates will access their ballot(s) either: 1) online using
29 their Member ID number and the email address used for Convention registration or 2)
30 online or by telephone using an unique access code delivered by first class U.S. mail to
31 the home address provided at registration. Each delegate will be provided access to a
32 ballot(s) with a total numerical value equal to the total number of votes the delegate is
33 entitled to cast. Any delegate representing more than one subordinate body will vote
34 separately for each subordinate body. Write-in votes shall not be valid for any purpose.
35 After a vote is cast, it cannot be changed.

36 Delegates who desire to access their ballot(s) using the unique access code who do not
37 receive it by mail may request a replacement access code with voting instructions.
38 Requests may be submitted to the independent election agency at
39 **afscme@ballotpoint.com** between Monday, August 24 and 3:00 PM (Eastern) on
40 Friday, August 28. Requests must include the following information: 1) Delegate Name;
41 2) Delegate Home Local, Council or Retiree Chapter; and 3) Delegate Member
42 ID. Replacement information will be sent to delegates via the email address used for

1 Convention registration. Any such replacement information needed for runoff elections
2 must be requested no later than 3:00 PM (Eastern) on Tuesday, September 1.

3
4 **RULE 25.** Any candidate whose name is to appear on the ballot shall have the right to
5 have an official observer, of the candidate's choosing, who must be a member of the
6 Federation, who shall have the right to view the preparation and mailing of voting
7 packets and the vote count. Each candidate should provide the name of their
8 designated observer to the Committee on Elections at **elections@afscme.org** no later
9 than 12:00 PM/noon (Eastern) on Saturday, August 15.

10 **RULE 26.** The Credentials Committee shall supply to the Committee on Elections and
11 the independent election agency, records containing the list of councils, local unions
12 and retiree chapters represented at the Convention, the number of votes to which
13 each is entitled, the names of the delegates from each subordinate body properly
14 seated at the Convention, and the number of votes to which each delegate is entitled.
15 Challenges to a voter's eligibility shall be filed with the Committee on Elections at
16 **elections@afscme.org** no later than 12:00 PM/noon (Eastern) on Sunday, August 16.

17 **RULE 27.** Upon closing the polls on August 28, the independent election agency shall
18 count the ballots cast in the election. A majority of the votes cast for any office shall be
19 required to elect. If no candidate receives a majority, then a new ballot shall be
20 prepared, which shall contain the names, in the order of their nomination, of the two
21 candidates receiving the greatest number of votes and a run-off election shall be held.
22 Notice of any run-off elections will be provided by email to those delegates who will
23 have the right to vote in the run-off. Run-off elections, if necessary, will be held from
24 6:00 AM Monday, August 31 until 6:00 PM (Eastern) Tuesday, September 1, using the
25 same electronic voting system, and the same login credentials or unique code to
26 access the ballot.

27 **RULE 28.** The representatives of the independent election agency shall certify, in
28 writing, the results to the Committee on Elections. The Committee on Elections will
29 deliver its final report with election results when the Convention reconvenes on
30 September 2.

31 **RULE 29.** Protests regarding the conduct of an election shall be filed with the
32 Committee on Elections at **elections@afscme.org** no later than 12:00 PM/noon
33 (Eastern) on Saturday, August 29 or, in the case of a run-off election, no later than
34 12:00 PM/noon (Eastern) on Wednesday, September 2. The Committee on Elections
35 shall convene virtually to consider any such protests.

36 **RULE 30.** All officers elected shall be installed as a Special Order of Business on
37 Wednesday, September 2.

38 **VOTER AUTHORIZATION/BLOC VOTING**

39 **RULE 31.** If the delegates from any local union with more than one delegate seated at
40 the Convention wish to designate one of such delegates to cast all or some of the votes

1 to which the local is entitled, the delegates shall so indicate on the form headed "Voter
2 Authorization Form," which shall be available to all delegates, and must be signed by
3 each member of the local union delegation who intends for the designated delegate to
4 cast his or her votes.

- 5 **a.** No delegate may be required to designate another delegate to cast his or her
6 votes.
- 7 **b.** No delegate may vote on behalf of any local for which he or she is not a delegate.
- 8 **c.** Local union delegations which have designated a delegate to cast all or some of
9 the votes to which the local union is entitled shall submit their Voter Authorization
10 Form with the Committee on Elections, by email to
11 **VAFsubmission@afscme.org** or electronically (via DocuSign) before 10:00 PM
12 (Eastern) on Friday, August 14, and no Voter Authorization Form will be accepted
13 after that time.
- 14 **d.** Only one Voter Authorization Form per local union may be on file with the
15 Committee on Elections, and such Voter Authorization Form must contain the
16 signatures of a majority of the local's delegates.
- 17 **e.** Upon its acceptance of a valid Voter Authorization Form, the Committee on
18 Elections shall provide to the Authorized Voter (or other designee of the local
19 union's voting bloc), upon request, an acknowledgment of the Committee's
20 acceptance of a valid Voter Authorization Form.
- 21 **f.** A list of local unions submitting Voter Authorization Forms, whether full or partial,
22 shall be made available, upon request, to nominated candidates as soon as
23 practicable after the deadline for submitting such Voter Authorization Forms.
- 24 **g.** Any delegate wishing to withdraw his or her name from a Voter Authorization
25 Form may do so by sending an email to **revocations@afscme.org** and revoking
26 the delegate's authorization to have that delegate's votes cast by the local union's
27 Authorized Voter. Any such written withdrawal must be received by the
28 Committee on Elections no later than 2:00 PM (Eastern) on Saturday August 15.
29 No withdrawal will be accepted after that time. Upon its acceptance of a valid
30 withdrawal from a delegate, upon request, the Committee on Elections shall
31 provide to that delegate and the authorized voter for that local an email
32 acknowledgement of the Committee's acceptance of the withdrawal.
- 33 **h.** In the event that a delegate withdraws his or her name from a Voter Authorization
34 Form, that withdrawal affects only the voting share of the withdrawing delegate,
35 and the Voter Authorization Form remains valid for the remaining share of the
36 votes to which the local union is entitled, and which are to be cast by the
37 Authorized Voter pursuant to the Voter Authorization Form.
- 38 **i.** After the deadline for delegates to withdraw their names from a Voter
39 Authorization Form, the Committee on Elections shall, upon the request of an
40 Authorized Voter, make available to that Authorized Voter information stating the
41 number of votes that local union's Authorized Voter is entitled to cast on behalf of
42 his or her local union, taking into account any valid withdrawal of a delegate's
43 name from the applicable Voter Authorization Form.

44 **RULE 32.** The Committee on Elections shall provide to the independent election
45 agency the name and local union of each Authorized Voter and the number of votes

1 each Authorized Voter is entitled to cast on behalf of his or her local union. Each
2 Authorized Voter shall be issued a ballot representing the share of the local union's
3 votes he or she is authorized to cast.