

REPORT OF THE 2023 O‘AHU COUNTY CONVENTION RULES COMMITTEE

Aloha O‘ahu County Convention Delegates:

We submit the following Report of the Convention Rules Committee to the 2023 O‘ahu County Democrats Convention.

Your Convention Rules Committee met on Monday, April 17, 2023 on Zoom at 6:02 p.m. and adjourned at 8:01 p.m. and on Saturday, April 22, 2023 on Zoom at 10:01 a.m. and adjourned at 11:35 a.m.

On April 17, 2023, members present at the O‘ahu County Convention Rules Committee were as listed below. Quorum was met with 12 members in attendance.

Melissa Pavlicek
Elton Fukumoto
George Casen
Jon Chinen
Jessie Faige
Mike Golojuch

Liz Holmes
Ken Jacob
Richard Oshiro
Patrick Smith
Melissa Vomvoris
Aileen Wada

Member not in attendance:

Carl Jacobs

Also present:

Nathan Char, Zoom Administrator
Dr. William Puette, Parliamentarian
Michael Golojuch, Jr., guest
Kevan Wong, guest

On April 22, 2023, members present at the O‘ahu County Convention Rules Committee were as listed below. Quorum was met with seven members in attendance.

Melissa Pavlicek
Elton Fukumoto
George Casen
Jessie Faige
Patrick Smith
Melissa Vomvoris
Aileen Wada

Members not in attendance:

Jon Chinen
Mike Golojuch
Liz Holmes
Ken Jacob
Carl Jacobs
Richard Oshiro

Also present:

Nathan Char, Zoom administrator
Kevan Wong, guest

Part I consists of all proposals recommended by the Committee for adoption.

Part II consists of proposals that the Committee considered and did not recommend for adoption.

To aid the viewer in understanding how the proposed amendments will affect the Bylaws of the O'ahu County Democrats, we have included an Appendix to this Report which shows the amendments made to the Bylaws with added language underlined and deleted language struck out.

Respectfully submitted,
Elton Fukumoto
Co-Chair
Convention Committee on Rules

Melissa Pavlicek
Co-Chair
Convention Committee on Rules

PART I

The Convention Rules Committee recommends that the O‘ahu County Democrats adopt the following proposals for amendments to the Bylaws of the O‘ahu County Democrats of the Democratic Party of Hawai‘i.

1. Section 13.3. County Convention Rules [rescinding the rule limiting the effective period of resolutions to 10 years]

Current Language:

(13.3) Effective June 1, 2022, the resolutions adopted by delegates at conventions of the O‘ahu County Democrats shall remain in force and effect until rescinded or amended by a two-thirds roll call vote of the full membership of the O‘ahu County Committee or by a majority of votes cast by delegates at an annual or special convention, or until they come into conflict with the platform or resolutions of the Democratic Party of Hawai‘i, or for a period not to exceed ten (10) years from the date of adoption.

Amendment:

(13.3) ~~Effective June 1, 2022, t~~ The resolutions adopted by delegates at conventions of the O‘ahu County Democrats shall remain in force and effect until rescinded or amended by a two-thirds roll call vote of the full membership of the O‘ahu County Committee or by a majority of votes cast by delegates at an annual or special convention, or until they come into conflict with the platform or resolutions of the Democratic Party of Hawai‘i, ~~or for a period not to exceed ten (10) years from the date of adoption.~~

2. Section 12.4.A [allowing District Councilmembers elected after the biennial election meeting to be automatic delegates to the County Convention]

O‘ahu County Democrats Bylaw 12.4.A.

Bylaw as is:

(12.4) The delegate body of the Convention shall be comprised as follows. A.

Each District shall have twenty-five (25) delegates.

1. Delegates shall be elected at the time of the biennial election meeting as prescribed by the Constitution and Bylaws of the Democratic Party of Hawai‘i.
2. Members elected to the District Council shall automatically become delegates to the O‘ahu County Convention.
3. The remaining delegates (called “At-large delegates”) shall be elected at the same time by all the district members present at the biennial election meeting. A member who cannot be present, and desires to run for an at-large delegate position, shall submit a nomination request in writing to the District Chair prior to the meeting.
4. Alternate delegates may also be elected by all members present at the biennial election meeting.

Bylaw as amended:

(12.4) The delegate body of the Convention shall be comprised as follows.

A. Each District shall have twenty-five (25) delegates.

~~1. Delegates shall be elected at the time of the biennial election meeting as prescribed by the Constitution and Bylaws of the Democratic Party of Hawai‘i.~~

1. Members elected to the District Council, whether at the biennial election meeting or at a later meeting as prescribed by the Constitution and Bylaws of the Democratic Party of Hawai‘i, shall automatically become delegates to the O‘ahu County Convention.

2. The remaining delegates (called “At-large delegates”) shall be elected at the same time by all the district members present at the biennial election meeting. A member who cannot be present, and desires to run for an at-large delegate position, shall submit a nomination request in writing to the District Chair prior to the meeting.

3. Alternate delegates may also be elected by all members present at the biennial election meeting.

3. Section 12: County Convention: Time and Notices. 12.1.2 [allowing the County's Annual Convention to consider work related to the County in even-numbered years]

Current Language:

(12.1.2) The business and purposes of the County's Annual Convention in even-numbered years shall be limited to and dedicated to the following work relating to the State Party:

Amendment:

(12.1.2) The business and purposes of the County's Annual Convention in even-numbered years shall be limited to and dedicated to the following work relating to the State Party, but County work as listed in 12.1.1 b & c may also be considered as time permits:

4. Section 7. Proxies. 7.1 [removes reference to DPH Bylaws from 7.1]

O‘ahu County Democrats Bylaw 7.1

As is:

Section 7. Proxies.

(7.1) A District Chairperson may give their proxy to another officer of their District Council in accordance with Article III – “District Council” of the Bylaws of the Democratic Party of Hawai‘i. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson shall have the right to vote and represent the District without further designation or proxy. The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.

As amended:

Section 7. Proxies.

(7.1) A District Chairperson may give their proxy to another officer of their District Council ~~in accordance with Article III – “District Council” of the Bylaws of the Democratic Party of Hawai‘i~~. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson shall have the right to vote and represent the District without further designation or proxy. The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.

5. Section 7. Proxies [reorganizes this section and provides a new definition of “proxy”]

Section 1. Section 7 of the Bylaws of the Oahu County Democrats of the Democratic Party of Hawaii currently reads as follows:

“Section 7. Proxies.

(7.1) A District Chairperson may give their proxy to another officer of their District Council in accordance with Article III -"District Council" of the Bylaws of the Democratic Party of Hawai‘i. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson shall have the right to vote and represent the District without further designation or proxy. The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.

(7.2) A Regional Chairperson may give their proxy to a District Council officer in their region. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. The Regional Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson. An unexcused absence can be appealed to the OCC Executive Committee, but only at the next OCC Executive Committee meeting.

(7.3) The following members of the Executive Committee may give their proxy to other Executive Committee members: OCC Chairperson, Vice Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, and the Oahu County State Central Committee Representatives. All proxies must be in writing and filed with the Secretary of the OCC and the OCC Chairperson. Such members shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.”

Section 2. Section 7 of the Bylaws of the Oahu County Democrats of the Democratic Party of Hawaii is amended as follows:

“Section 7. Proxies

(7.1) A “proxy” shall mean the authority to vote on items listed on the applicable agenda and shall not extend to the discussion of or vote on items not listed on the agenda. All proxies must be assigned in writing, filed with the Secretary of the OCC and the OCC Chairperson, and shall only be valid for the meeting designated. Such members who assign their proxy shall still be considered absent even though a proxy has been assigned unless excused by the OCC Chairperson. An unexcused absence can be appealed to the OCC Executive Committee, but only at the immediately following OCC Executive Committee meeting.

(7.2) A District Chairperson may ~~[give]~~assign their proxy to another officer of their District Council in accordance with Article III -"District Council" of the Bylaws of the Democratic Party of Hawai‘i. ~~[All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson~~

~~shall have the right to vote and represent the District without further designation or proxy. The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.]~~

(7.~~[2]~~[3]) A Regional Chairperson may ~~[give]~~assign their proxy to a District Council officer in their region. ~~[All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. The Regional Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson. An unexcused absence can be appealed to the OCC Executive Committee, but only at the next OCC Executive Committee meeting.]~~

(7.~~[3]~~[4]) The following members of the Executive Committee may ~~[give]~~assign their proxy to other Executive Committee members: OCC Chairperson, Vice Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, and the Oahu County State Central Committee Representatives. ~~[All proxies must be in writing and filed with the Secretary of the OCC and the OCC Chairperson. Such members shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.]~~”

6. Section 5. Eligibility and Election, Section 5.2, Elections [clarifying that members of the OCC Executive Committee are elected at the County Conventions and the District Councilmembers at the biennial election meetings]

O‘ahu County Democrats Bylaw 5.2

As is:

(5.2) Elections. Election(s) shall be decided by a majority of votes cast by roll call at a County Committee meeting if conducted by teleconference or video conference, or by mail balloting if provided for as part of an electronic convention. Elections conducted by ballot may be decided by ranked-choice voting. All ballots must be signed ballots. If there is only one nominee for a particular position that nominee shall be elected by acclamation. Each region shall have separate ballots or electronic voting to elect Regional Chairs where more than one candidate is running for the same position. Unless ballot voting provides for ranked-choice voting, if no candidate receives a majority on the first ballot or roll call vote, then a second ballot or roll call vote between the top two vote-getters shall be conducted. Subsequent ties shall be decided by the flip of a coin.

As amended:

(5.2) Elections. Election(s) shall be decided by a majority of votes cast by roll call at a County Committee meeting if conducted by teleconference or video conference, or by mail balloting if provided for as part of an electronic convention. Elections conducted by ballot may be decided by ranked-choice voting. All ballots must be signed ballots. If there is only one nominee for a particular position that nominee shall be elected by acclamation. Each region shall have separate ballots or electronic voting to elect Regional Chairs where more than one candidate is running for the same position. Unless ballot voting provides for ranked-choice voting, if no candidate receives a majority on the first ballot or roll call vote, then a second ballot or roll call vote between the top two vote-getters shall be conducted. Subsequent ties shall be decided by the flip of a coin.

Nominations and elections for District Chairpersons are open to any member residing in the District and shall occur at the biennial election meetings. Election shall be by Party members within the District in a manner prescribed by the Constitution and Bylaws of the Democratic Party of Hawai‘i.

7. Section 2. Executive Committee, 2.4, Vice-Chairperson [modernizes usage]

Current:

(2.4) Vice Chairperson. The Vice Chairperson shall assist the Chairperson and carry out the duties and responsibilities of the Chairperson in his or her absence or incapacity and /or by delegation.

Amendment:

(2.4) Vice Chairperson. The Vice Chairperson shall assist the Chairperson and carry out the duties and responsibilities of the Chairperson in ~~his or her~~ their absence or incapacity and /or by delegation.

8. Section 11. Alternative Dispute Process [updating obsolete citation]

O‘ahu County Democrats Bylaw 11

As is:

Section 11. Alternative Dispute Process

In addition to assigning a complaint to the rules committee or special investigative committee pursuant to Article I, section 8B.5 of the Bylaws of the Democratic Party of Hawai‘i, the County Chair shall appoint a neutral mediator, if agreed upon by the parties to the complaint, to attempt to reach an amicable resolution between the parties to the complaint.

As amended:

Section 11. Alternative Dispute Process

In addition to assigning a complaint to the rules committee or special investigative committee pursuant to Article I, section [~~8B.5~~] 7B(6) of the Bylaws of the Democratic Party of Hawai‘i, the County Chair shall appoint a neutral mediator, if agreed upon by the parties to the complaint, to attempt to reach an amicable resolution between the parties to the complaint.

9. Section 2. Executive Committee, 2.5: Regional Chairpersons; and Section 5. Eligibility and Elections, 5.1 Eligibility [inserting a residency requirement for Region Chairs and for candidates for Region Chairs]

Residency Requirement for Regional Chairpersons:

Bylaws 2.5.1 and 5.1

As is:

(2.5.1) There shall be not less than eight (8) nor more than thirteen (13) Regional Chairpersons, who shall be responsible for the development, coordination, and organization of the activities of the Districts within their region. The County Committee shall determine the boundaries to which each Regional Chairperson shall be assigned.

[5.1, second paragraph]

If any District Councilmember is elected as a County officer, that person shall automatically vacate the lesser office. Any person who wishes to be a candidate for OCC Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer or Regional Chairperson shall file nomination papers at least five (5) days prior to the County Convention. The nomination papers shall be signed by no less than ten (10) members of the Democratic Party of Hawai'i residing in the O'ahu County or Region being represented. Electronic signatures are permissible.

As amended:

(2.5.1) There shall be not less than eight (8) nor more than thirteen (13) Regional Chairpersons, who shall be responsible for the development, coordination, and organization of the activities of the Districts within their region. The County Committee shall determine the boundaries to which each Regional Chairperson shall be assigned. The Regional Chairpersons shall reside within their Region.

[5.1, second paragraph]

If any District Councilmember is elected as a County officer, that person shall automatically vacate the lesser office. Any person who wishes to be a candidate for OCC Chairperson, Vice-Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer or Regional Chairperson shall file nomination papers at least five (5) days prior to the County Convention. The nomination papers shall be signed by no less than five (5) members of the Democratic Party of Hawai'i residing in the O'ahu County or Region being represented. Electronic signatures are permissible. Candidates for Regional Chairperson shall reside within their Region.

10. Section 2. Executive Committee, 2.11: Election of Executive Committee and 2.12: Term of Office [housekeeping amendments designed to make explicit the different terms of office of the OCC representatives to the SCC]

O'ahu County Democrats Bylaws 2.11 and 2.12

As is:

(2.11) Election of Executive Committee. With the exception of the Chair and Vice-Chair and Regional Chairpersons, each member of the Executive Committee shall be elected by a majority of the votes cast at the O'ahu County Convention in odd-numbered years. The Chair and Vice-Chair will run on a combined slate and shall be elected at the same convention by a majority vote cast for the combined slate. The Regional Chairpersons shall be elected at the same convention by a majority of votes cast in their respective regions.

(2.12) Term of Office. Immediately following the adjournment of the O'ahu County Convention in odd-numbered years, the OCC Executive Committee shall organize and take office immediately and shall hold office until the adjournment of the next O'ahu County Convention held in an odd-numbered year.

As amended:

~~(2.11) Election of Executive Committee. With the exception of the Chair and Vice-Chair and Regional Chairpersons, each member of the Executive Committee shall be elected by a majority of the votes cast at the O'ahu County Convention in odd-numbered years. The Chair and Vice-Chair will run on a combined slate and shall be elected at the same convention by a majority vote cast for the combined slate. The Regional Chairpersons shall be elected at the same convention by a majority of votes cast in their respective regions.~~

(2.11) Election of Executive Committee. The Chair and Vice Chair will run on a combined slate and shall be elected at the O'ahu County Convention in odd-numbered years by a majority vote cast for the combined slate. The Secretary, Assistant Secretary, Treasurer, and Assistant Treasurer shall be elected by a majority of votes cast at the same convention. The Regional Chairpersons shall be elected at the same convention by a majority of votes cast in their respective regions. The O'ahu County State Central Committee Representatives shall be elected at the O'ahu County Convention in even-numbered years.

(2.12) Term of Office. Immediately following the adjournment of the O'ahu County Convention in odd-numbered years, the OCC Executive Committee shall organize and take office immediately and shall hold office until the adjournment of the next O'ahu County Convention held in an odd-numbered year, with the exception of the O'ahu County State Central Committee Representatives, whose term begins and ends at the same time in even-numbered years.

PART II

The Convention Rules considered the following proposals but decided not to recommend them.

1. Section 9.4, Standing and special committees: Legislation Committee [making this committee's primary focus the Honolulu City Council]

Current Language:

(9.4) Legislation Committee. The Legislation Committee shall be responsible for promoting the passage of legislation and resolutions at the Honolulu City Council and the Hawai'i State Legislature consistent with the positions of the Democratic Party as expressed in the platform and resolutions adopted at the O'ahu County Convention, or by a vote of the O'ahu County Committee (OCC). The Legislation Committee shall prepare a plan for approval by the OCC prior to each legislative session and shall provide timely reports to the OCC during the session and throughout the year for the Honolulu City Council and shall be subject to oversight by the OCC. The Legislation Committee shall be responsible for matters delegated or duties as from time to time maybe assigned to it by the Chair and/or OCC.

Amendments:

(9.4) Legislation Committee. The Legislation Committee shall be responsible for:

1. Promoting the passage of legislation and resolutions **primarily** at the Honolulu City Council and **secondarily** at the Hawai'i State Legislature, **if they directly impact O'ahu.** **They must be consistent with the positions and values of the Democratic Party O'ahu County Democrats (OCD)** as expressed in the platform and resolutions adopted at the O'ahu County Convention, or by a vote of the O'ahu County Committee (OCC); **and**
- ~~2. The Legislation Committee shall prepare~~ Preparing a plan for approval by the OCC ~~prior to each legislative session~~ January; ~~and shall provide~~
3. ~~Providing~~ timely reports to the OCC ~~during the session and~~ throughout the year for the Honolulu City Council **and during the legislative session; and**
4. **Provide training to OCD members on how to follow legislation, submit testimony, and provide verbal testimony at the Honolulu City Council.**

The Legislation Committee shall be subject to oversight by the OCC. The Legislation Committee shall be responsible for matters delegated or duties as from time-to-time maybe assigned to it by the Chair and/or OCC.

2. Section 7: Proxies, 7.1 and 7.2 [loosens proxy requirements and removes the power of the OCC Chair to excuse absences from OCC meetings]

Current Language:

Section 7. Proxies.

(7.1) A District Chairperson may give their proxy to another officer of their District Council in accordance with Article III - "District Council" of the Bylaws of the Democratic Party of Hawai'i. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson shall have the right to vote and represent the District without further designation or proxy. The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.

(7.2) A Regional Chairperson may give their proxy to a District Council officer in their region. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. The Regional Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson. An unexcused absence can be appealed to the OCC Executive Committee, but only at the next OCC Executive Committee meeting.

Amendments:

(7.1) A District Chairperson may give their proxy to another ~~officer~~ member of their District Council in accordance with Article III - "District Council" of the Bylaws of the Democratic Party of Hawai'i. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. In the absence of the District Chairperson, the First Vice Chairperson shall have the right to vote and represent the District without further designation or proxy. ~~The District Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson.~~

(7.2) A Regional Chairperson may give their proxy to a District Council ~~officer~~ member in their region. All proxies must be in writing and shall be filed with the Secretary of the OCC and the OCC Chairperson. ~~The Regional Chairperson shall still be considered absent even though a proxy has been given unless excused by the OCC Chairperson. An unexcused absence can be appealed to the OCC Executive Committee, but only at the next OCC Executive Committee meeting.~~

3. Section 12. County Convention. Time and Notices: 12.5 [County officials can have the same rights and privileges of a County Convention delegate provided they ran as a Democrat]

Current Language:

12.5

1. Be a member of the Democratic Party in good standing; and
2. Have attained their present office in a partisan election as a Democrat or have been appointed to fill a vacant position of an elected official, or have attained their present office in a non-partisan State or County election, provided they are Democratic Party members in good standing and residents of O'ahu.

Amendment:

12.5

1. Be a member of the Democratic Party of Hawai'i in good standing; and
2. Have attained their present office in a:
 - a. Partisan election as a Democrat or have been appointed to fill a vacant position of an elected official and a resident of O'ahu, or
 - b. have attained their present office in a Non-partisan State or County election, provided they ran for their office as a Democrat, if appointed were a member of the Democratic Party of Hawai'i for 6 months prior to the appointment ~~Democratic Party members in good standing~~ and a residents of O'ahu.

4. Section 12: County Convention: Time and Notices. 12.4.D and 12.4E [requiring that County Chairs and Vice Chairs hold at least two District Council meetings to fill vacancies or else lose their ability to fill vacancies by appointment]

Current Language

(12.4) The delegate body of the Convention shall be comprised as follows.

...

- D. If, following the Biennial Elections, there remain vacant At-Large delegate positions, the District Council shall be empowered to fill the remaining positions, up until ten (10) days prior to the convention, after that the District Chairperson shall be empowered, provided that:
 - a. Best attempts are made to ensure gender equity is maintained; and
 - b. District Council meetings to fill vacancies may be conducted by videoconference, phone or email; and
 - c. Appointments shall be in writing.
- E. If an elected delegate cannot attend, they shall notify the District Chairperson in writing at least ten (10) days prior to the convening of the convention. The District Chairperson shall select the first alternate delegate and move down the list of alternates in order when filling any subsequent delegate positions created by withdrawals. If there is no alternate list, the District Chairperson will inform the District Council members and all District members who have an email address on file with the Party of the vacancy or vacancies. Members will let the District Chair know of their desire to become a delegate. The District Chair will fill vacancies on a first come, first served basis, but will make the best effort to select a person of the same gender. If an elected delegate cannot attend, they shall notify the District Chairperson in writing at least ten (10) days prior to the convening of the convention. The District Chairperson shall select the first alternate delegate and move down the list of alternates in order when filling any subsequent delegate positions created by withdrawals. If there is no alternate list, the District Chairperson will inform the District Council members and all District members who have an email address on file with the Party of the vacancy or vacancies. Members will let the District Chair know of their desire to become a delegate. The District Chair will fill vacancies on a first come, first served basis, but will make the best effort to select a person of the same gender;

Amendments:

Current Language

(12.4) The delegate body of the Convention shall be comprised as follows.

....

- D. If, following the Biennial Elections, there remain vacant At-Large delegate positions, the District Council shall be empowered to fill the remaining positions at a District Council meeting, up until ten (10) days prior to the convention, after that the District Chairperson or 1st Vice Chairperson shall be empowered to fill vacancies, provided that they have called at least two (2) District Council meetings fifteen (15) days prior to County

Convention to fill the vacancies. Any District Chair and/or VC that fails to call the required District Council meetings shall lose their ability appoint to fill vacancies and this power shall fall to the County Convention Credentials Co-Chairs. For filling vacancies, the following is required or allowed:

- a. Best attempts are made to ensure gender equity is maintained; and
 - b. District Council meetings to fill vacancies may be conducted by videoconference, phone or email; and
 - c. Appointments shall be in writing.
- E. If an elected delegate cannot attend, they shall notify the District Chairperson in writing as soon as possible, at least ten (10) days prior to the convening of the convention. The District Chairperson shall select the first alternate delegate and move down the list of alternates in order when filling any subsequent delegate positions created by withdrawals. If there is no alternate list, the District Chairperson will inform the District Council members and all District members who have an email address on file with the Party of the vacancy or vacancies. Members will let the District Chair know of their desire to become a delegate. The District Chair or 1st Vice Chairperson if the District Chair is not available will fill vacancies on a first come, first served basis, but will make the best effort to select a person of the same gender. ~~If an elected delegate cannot attend, they shall notify the District Chairperson in writing at least ten (10) days prior to the convening of the convention. The District Chairperson shall select the first alternate delegate and move down the list of alternates in order when filling any subsequent delegate positions created by withdrawals. If there is no alternate list, the District Chairperson will inform the District Council members and all District members who have an email address on file with the Party of the vacancy or vacancies. Members will let the District Chair know of their desire to become a delegate. The District Chair will fill vacancies on a first come, first served basis, but will make the best effort to select a person of the same gender;~~