

Call to Caucus for Fairfax County Democratic Committee Reorganization for the 2020- 2021 Biennium

District caucuses to elect FCDC members who can participate in the January 9, 2020 reorganization

It is the duty of the Fairfax County Democratic Committee (FCDC) to issue the Call to Caucus for the purpose of its 2020-2021 biennial reorganization as indicated in DPVA Party Plan (Article 8.1-8.6), FCDC Bylaws (Article I, II, and III), and Fairfax County Democratic Committee Resolution for Reorganization for the 2020- 2021 Biennium.

FCDC hereby announces that it will convene unassembled caucuses for each of its nine magisterial districts beginning on December 7, 2019 through December 14, 2019 at locations specified herein for the purpose of electing members to the Fairfax County Democratic Committee. Each caucus of registered voters from each district who are willing to sign a Democratic pledge will elect members from their respective district for a maximum reorganization allocation of 1170 County Committee Voting Members (up to 130 Voting Members per district). Ex-Officio, Lifetime, and Emeritus members will be additive to the districts' allocation.

There is no charge for those wishing to attend and vote at the caucus. However, there is a fee for those applying for membership; see "Applying for FCDC Membership" below for more details.

Caucus times and locations for each Supervisor District Reorganization

To elect FCDC membership - Find your district at fairfaxdemocrats.org/lookup

Braddock District

Wednesday, December 11th
7:00 pm - 9:00 pm
Sprague Technology Center
4014 Holborn Ave, Room 8
Annandale, VA 22003

Hunter Mill District

Wednesday, December 11th
7:00 pm - 8:30pm
Lake Anne Elementary School
11510 N Shore Dr
Reston, VA 20190

Dranesville District

Thursday, December 12th
7:30 pm - 8:30 pm
Colvin Run Elementary School
1400 Trap Rd
Vienna, VA 22182

Lee District

Wednesday, December 11th
7:00 pm - 8:00 pm
Franconia Governmental Center
6121 Franconia Rd.
Franconia, VA 22310

Mason District

Monday, December 9th
7:30 - 9:30 pm
Mason District Govt. Center
6507 Columbia Pike
Annandale, VA 22003

Mt. Vernon District

Tuesday, December 10th
7:00 pm - 8:00 pm
South County Government Center
8350 Richmond Highway
Alexandria, VA 22309

Providence District

Saturday, December 7th
12:00 pm - 3:00 pm
FCDC Headquarters
8500 Executive Park Ave, Ste 402
Fairfax, VA 22031

Springfield District

Tuesday, December 10th
7:15 pm - 9:00pm
Pohick Regional Library
Meeting Rooms
6450 Sydenstricker Rd
Burke, VA 22015

Sully District

Thursday, December 12th
6:00 pm - 9:00 pm
Chantilly Regional Library
4000 Stringfellow Rd
Chantilly, VA 20151

Any registered voter in the Supervisor District willing to sign a Caucus Participation Form will be allowed to participate. This form includes a pledge stating that the person is a Democrat, does not intend to support any candidate who is opposed to a Democratic nominee in the ensuing general election, believes in the principles of the Democratic Party, and is a registered voter in such precinct or county. Caucus Participation Forms must be filled out at the caucus prior to participating in the caucus.

At the published end time for each caucus, all persons in line to participate in the caucus will be permitted to complete the form and then participate in the caucus. No person arriving after the published end time will be allowed to participate.

A meeting to elect Supervisor District committee officers will be held at scheduled meetings following each caucus.

Supervisor District Reorganization Meetings

Of voting members elected at caucuses to elect the committee officers for each District

Braddock District

Wednesday, December 18th
7:30 pm
Kings Park Library
9000 Burke Lake Rd
Burke, VA 22015

Lee District

Wednesday, December 11th
8:00 pm - 9:00 pm
Franconia Governmental Center
6121 Franconia Rd.
Franconia, VA 22310

Providence District

Monday, December 9th
7:30 pm
Providence Community Center
3001 Vaden Drive
Fairfax, VA 22031

Hunter Mill District

Wednesday, December 11th
8:30 pm
Lake Anne Elementary School
11510 N Shore Dr
Reston, VA 20190

Mason District

Monday, December 9th
9:30 pm
Mason District Govt. Center
6507 Columbia Pike
Annandale, VA 22003

Springfield District

Tuesday, December 10th
7:15 pm
Pohick Regional Library
6450 Sydenstricker Rd
Burke, VA 22015

Dranesville District

Thursday, December 12th
8:30 pm
Colvin Run Elementary School
1400 Trap Rd
Vienna, VA 22182

Mt. Vernon District

Tuesday, December 10th
8:00 pm - 9:00 pm
South County Government
Center
8350 Richmond Highway
Alexandria, VA 22309

Sully District

Saturday, December 14th
9:30 am
Fair Oaks Station
12300 Lee Jackson Memorial
Hwy
Chantilly, VA 22033

An assembly of all the members elected at the District caucuses comprising the Fairfax County Democratic Committee will be held **Tuesday, January 7th, 2020** to elect officers of the County Committee and to conduct business as needed. That meeting will take place **7:30 pm** at:

W.T. Woodson High School Auditorium, 9525 Main Street, Fairfax, VA 22031.

Applying for FCDC Membership

Any person wishing to seek election as a voting member of the committee must apply: online at www.fairfaxdemocrats.org/join, by submitting an application to FCDC HQ (8500 Executive Park Ave., Suite 402, Fairfax, VA 22031), or with their respective District Chair no later than 5:00 pm December 1st, 2019.

Persons whose applications are not received by this deadline are not eligible will not be listed as candidates for membership during the district caucuses, and will not be allowed to participate as voting members during the district or county-wide reorganization meetings.

County Committee members are elected by the voters of their respective Districts at their reorganization caucuses, and have requisite duties, responsibilities, and commitment, including, but not limited to: attending County Committee meetings, and a proscription against publicly supporting, endorsing, or assisting any candidate opposed to a Democratic nominee or endorsed candidate.

- 1. Filing:** Applications (paper or electronic) for persons wishing to be elected for County Committee membership shall file by 5:00 pm, December 1, 2019 at FCDC HQ (8500 Executive Park Ave., Suite 402, Fairfax, VA 22031), with the Chair of the District Committee of the District in which they reside or his/her designee, or by submitting the form online at www.fairfaxdemocrats.org/join. Persons whose completed applications are not received by this deadline are not eligible to participate as members during the district or county-wide reorganization meetings.
- 2. Filing Fee:** There shall be a filing fee of seventy-five dollars (\$75.00) for each person filing to the “Fairfax County Democratic Committee Federal Account.” If you are unable to pay this fee, you must request and complete a waiver for payment from the District Chair prior to the application deadline. Life, Emeritus, and non-voting Ex-Officio members are not required to pay the filing fee.
- 3. Notice Requirements:** The Fairfax County Democratic Committee shall cause to be published the time, date, and location of the Caucuses at least 7 days prior to the Caucuses. A copy of this call shall (a) be published on the Fairfax County Democratic Committee official website: <http://www.fairfaxdemocrats.org>, (b) sent to the DPVA, and (c) sent by Press Release to the Fairfax County Democratic Committee’s media list.
- 4. Conduct of the Caucus:** The conduct of each caucus will be governed by the 2020-2021 Reorganization Caucus Rules and Procedures in Appendix A.
- 5. Permanent Chair:** The current Chair of each District Committee or their designee shall act as the Permanent Chair of the Caucus. The Chairs will appoint other Officers and Committees of the Caucus as is deemed appropriate. The Order of the Caucuses shall be governed by the *Virginia Democratic Party Plan*.

6. **Cancellation of the Caucus:** If the number of candidates for election to the district committee plus the number of precincts without a resident applicant is fewer than the allocation for the district (130), the caucus will be cancelled, and all duly filed candidates will be declared elected.
7. **Affirmative Action:** It shall be the duty of each local precinct Democratic chair and the members of each local Democratic Committee to take all feasible steps to encourage broad participation in the reorganization process. Discrimination on the basis of race, sex, age, color, national origin, religion, ethnic identity or economic status in the delegate selection process is prohibited. The Fairfax County Democratic Committee shall make every effort to ensure that the Fairfax County delegation is fair and diverse.
8. **Call Distribution:** It shall be the duty of the Fairfax County Democratic Committee Chair to publish this Call to Caucus.

For further information, please contact your District Chair or call the Fairfax County Democrats at (703) 573- 6811.

Adopted: November 14, 2019

Signed: Dan Lagana

(date)

(Signature of Chair)

Supervisor District Committee Contacts

Supervisor District	District Chair <i>or Designee</i>	Email Address
Braddock	Christopher Schäffer	braddock@fairfaxdemocrats.org
Hunter Mill	Denver Supinger & Gordon Simonett	huntermill@fairfaxdemocrats.org
Dranesville	Jennifer Adeli	dranesville@fairfaxdemocrats.org
Lee	Alessia Kirkland	lee@fairfaxdemocrats.org
Mason	Rachel Rifkind	mason@fairfaxdemocrats.org
Mount Vernon	Karlee Renninger	mtvernon@fairfaxdemocrats.org
Providence	Ray Marin	providence@fairfaxdemocrats.org
Springfield	Jennifer Lowe Davis	springfield@fairfaxdemocrats.org
Sully	Maggie Godbold	sully@fairfaxdemocrats.org

APPENDIX A, FCDC District Caucus Rules and Procedures

APPENDIX B, FCDC Reorganization Meeting Rules and Procedures

2020-2021 FCDC Reorganization Caucus Rules and Procedures

Authority, Rules, Guidance

- DPVA Party Plan (last rev. 9/8/2018)
- FCDC Bylaws as amended November 27, 2018
- FCDC Resolution for Reorganization for the 2020-2021 Biennium (September 24, 2019)

Rules for 2020-2021 FCDC District Reorganization Caucuses

1. The doors of the caucus rooms will open and certification process (Check-in) will begin promptly at the published time and date.
 - The Credentials Committee shall be composed of current members of the Supervisor District Committee and shall conduct the certification process.
 - The Chair of the District Committee for the previous biennium, or their designee, shall act as the permanent Chair of the Caucus.
2. The check-in / certification process will end promptly at the published time – a five-minute warning will be issued by the Caucus Chair. Persons standing in line to complete the certification process will be allowed to complete their forms and participate in the caucus.
3. People who are registered to vote within the boundaries of the Supervisor District (further referred to as District) as listed in the DNC VoteBuilder application are eligible to participate in the caucus.
4. If a person desires to vote in the District Caucus but cannot be found in the registered voter list, they may sign an Affirmation of Identity (attached below) to accompany the Caucus Participation Form and will be permitted to vote if the residential address on the form is within the District. If such a person will not sign an Affirmation of Identity, they may not vote.
5. Every person who participates in the caucus must complete a Caucus Participation Form including signing a statement indicating that the person is a registered voter, a Democrat, and they do not intend to support candidates opposed to Democratic nominees in the next election.
6. The caucus shall be conducted in accordance with the Democratic Party of Virginia Party Plan, FCDC Bylaws, and the Call to Caucus.
7. The Permanent Chair of the caucus shall appoint a tellers committee. The members of the tellers committee shall count the ballots.
8. Ballots will be prepared listing the name and precinct of each candidate for FCDC membership as it appears on their application; the names will appear in alphabetical order by surname, given name, and then precinct number. Slates shall not be listed on the ballot.
9. The number of people to be elected to membership is 130 minus the number of precincts with no candidates for membership.
10. If the number of candidates for membership within the District is less than 130 minus the number of precincts without candidates, then the caucus will

be cancelled and all duly filed candidates will be considered elected.

11. Caucus participants may vote for a candidate by placing a mark beside the appropriate name indicating their choices; ballots on which votes are cast for more candidates than the number to be elected to membership shall not be counted.
12. There shall be no campaigning inside the caucus room or check-in area. Any material must be distributed outside the building in which the caucus is being held.
13. The candidate for membership in each precinct who receives the most votes will be considered elected as a voting member and will be designated as the "precinct representative"; if there is a tie among candidates, the "precinct representative" will be selected by lot from those tied.
14. The number of "At Large" members is 130 minus the number of precincts in the District.
15. The candidates receiving the most votes among remaining candidates not designated as "precinct representative" will be elected as "At Large" voting members; if there is a tie among candidates for the last spots of voting membership, the members considered elected will be selected by lot from those tied.

CAUCUS PARTICIPATION FORM

FCDC DISTRICT CAUCUSES– 2019

Section 18.3 of the Democratic Party of Virginia Party Plan:

“Each person participating in a caucus must provide written certification that he or she: a) is a Democrat; b) is a registered voter within the jurisdiction for which the caucus is held; c) believes in the principles of the Democratic Party; and d) does not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election.”

I the undersigned, having read the above provisions, hereby state that I am a Democrat, that I am a registered voter in the Fairfax County in the Supervisor District for this caucus, that I believe in the principles of the Democratic Party, and that I do not intend to support any candidate who is opposed to a Democratic nominee in the next ensuing election.

PLEASE PRINT:

NAME _____

ADDRESS

CITY _____ ZIP _____

PHONE (H) _____ (O) _____

(C) _____

EMAIL ADDRESS

PRECINCT _____

SIGNATURE

DATE _____

Form to be retained by the District Committee until after the January FCDC Reorganization Meeting

AFFIRMATION OF IDENTITY

FCDC DISTRICT CAUCUSES– 2019

SECTION A – CREDENTIALS MUST COMPLETE

- Enter precinct number, name and date.
- Have voter read Affirmation of Identity [or read Affirmation to voter].
- Have voter sign AND print his/her full name – before signing a Caucus Participation Form.

PRECINCT NO./NAME: _____ DATE: _____

TEMPORARY CREDENTIALS MEMBER _____
(print full name and initial)

SECTION B – AFFIRMATION OF VOTER IS REQUIRED

I do hereby affirm that:

- I am the identical person I represent myself to be,
- I am a registered voter at the address listed below, and
- I have not previously voted in an FCDC District Caucus Reorganization this year.

Signature of Voter*: _____

Printed Name of Voter*: _____

Date of Birth*: _____

Current Residence Address*: _____

Daytime Telephone Number*: _____

Email Address (optional, but recommended): _____

** required item*

Rules and Procedures

FCDC County Reorganization Meeting

for 2020-2021

Authority, Rules, Guidance

- DPVA Party Plan (last rev. 9/8/2018)
- FCDC Bylaws as amended November 27, 2018

Temporary Rules for 2020-2021 FCDC Reorganization Meeting

1. The doors of the meeting room will open and check-in will begin at the time and date specified and published.
2. Check-in of members will be from a list compiled of those who filed prior to the December 1, 2019, 5:00 pm deadline and who were elected in their respective Supervisor District Caucuses.
3. Ballots shall be distributed to eligible members at 7:00 check-in and until check-in closes at 8:00pm. No voter may hand his/her ballot to any other person. Only the voter may cast their own ballot.
4. The meeting will be called to order by the current County Chair or his/her designee (hereafter known as Permanent Chair), who will lead the Pledge of Allegiance.
5. The Permanent Chair shall appoint the Permanent Meeting Secretary who shall keep a record of the entire meeting forward.
6. The Permanent Chair shall designate a Permanent Meeting Parliamentarian.
7. The Permanent Chair shall thereupon offer a report on the Temporary Rules. Upon a motion for adoption the Temporary Rules, which may be amended from the floor, are put to a majority vote, and adopted.
8. The Permanent Chair shall appoint a member as Chief Teller. The Election Law and Voter Protection Committee shall provide tellers as needed to serve throughout the meeting. Each candidate should appoint a chief observer and up to 2 assistant observers.
9. The Permanent Chair shall ask for nominations and seconds to such nominations from the floor. All candidates who submitted their statements of candidacy to elections@fairfaxdemocrats.org by the December 28, 2019, 5:00pm deadline and whose names are printed on the ballot, shall be considered nominated and no nomination shall be necessary for those candidates.
10. Nominations from the floor shall be limited to three minutes per candidate.
11. Action on the Resolution on the Authority and Responsibility of the Elected Officers and Standing Committees. The Committee may or may not choose to postpone a vote on this resolution until a later meeting.
12. Tellers shall begin collecting ballots at 8:15 from eligible members in designated locations in the meeting room.

Rules and Procedures

FCDC County Reorganization Meeting

for 2020-2021

13. Election of FCDC Chair and Officers. Election shall be on a single ballot for all contested offices; however, consideration (vote by acclamation) for uncontested offices may occur during the ballot count for contested offices.
 - FCDC Chair; Vice Chair South; Vice Chair Central; Vice Chair North; Vice Chair for Precinct Operations; Vice Chair for Technology; Vice Chair for Voter Registration & Education; Vice Chair for Finance; Vice Chair for Outreach; Corresponding Secretary; Recording Secretary; Treasurer; Assistant Treasurer
14. Speeches by the contested candidates for County Chair and Officers (and their supporters) shall be bound by the procedures adopted. For County Chair and supporters, combined speaking time shall be limited to five minutes per candidate. For Officers, combined speaking time shall be limited to three minutes per candidate.
15. Speeches by candidates for uncontested offices shall be limited to two minutes per candidate.
16. The Tellers will complete ballot collection ten minutes after close of candidate speeches, and retire to another room for counting, along with designated candidate observers.
17. The Permanent Chair shall ask for action on the Bylaws. Amendments presented with required notice may be considered prior to adoption. The Committee may or may not choose to postpone adoption of Bylaws until a later general meeting.
18. Election shall be determined by highest vote (no successive ballots) by ballot. In the event of a tie, the outcome will be determined by the flip of a coin by the Permanent Meeting Secretary.
19. During the ballot counting, the Permanent Chair may recognize Dignitaries present.
20. The Chief Teller shall report the returns to the Permanent Chair who will announce the results and present the new County Chair and Officers.
21. The new County Chair will then preside over the remainder of the Reorganization Meeting.
22. Recommendations from Supervisor District Committees for membership of people filing after December 1, 2017, 5:00 pm
23. Other Business - typically none, other than announcements
24. Adjournment, until first regular meeting of the Committee later in January