

**LABOR CAUCUS
DEMOCRATIC STATE CENTRAL COMMITTEE
BY-LAWS**

Article I - Definitions and Purpose

Section 1

This Caucus comprises the labor members of the State Central Committee of the Democratic Party of California.

Section 2

It shall be the purpose of this Caucus to promote and encourage full participation by the labor movement in the Democratic Party and its activities at all levels. It shall be the further purpose of this Caucus to initiate and support party policies and issues which reflect the interests and welfare of working people and to act as the vehicle for the implementation of these policies.

Article II - Membership

Section 1

Persons eligible for membership in this Caucus are all duly credentialed members of the State Central Committee of the Democratic Party who are also members of unions, retired members of unions or staff employed by unions. A union is defined as a labor organization which conducts collective bargaining.

Section 2

Associate membership is hereby created by this section. Any registered Democrat within the State of California who is also a union member, a retired union or staff employed by a union may be and become an associate member of the Labor Caucus, by application, acceptance by the Executive Committee and the payment of the prescribed dues. Associate members shall have the right to attend and participate in all meetings of the full Caucus, but shall have no vote in meetings of the Caucus or its committees.

Section 3

Membership and associate membership in the Labor Caucus is open to Democratic union members regardless of race, color, creed, national origin, gender, age, religion, ethnic identity, sexual orientation or economic status.

Article III - Meetings

Section 1

Regular meetings of the entire Labor Caucus will be held in conjunction with the regularly scheduled meetings of the State Central Committee and its Executive Board.

Section 2

Special meetings of the Labor Caucus may be called:

- (a) Upon call of the Caucus Chair, or;
- (b) Upon call of the Caucus Chair, within 15 days immediately following his/her receipt of a written request for a special meeting signed by not fewer than 25 members of the Labor Caucus, or;
- (c) Upon the call of the Executive Committee.

Section 3

All meetings shall be conducted in compliance with Robert's Rules of Order except as otherwise provided in these by-laws as interpreted by the Parliamentarian, or by the Chair in the absence of the Parliamentarian.

Section 4

Meetings of the Labor Caucus shall be scheduled at a time that provides for optimum attendance.

Section 5

A statewide conference of the Labor Caucus may be called, annually in any of the methods and manners set forth in Section 2, and must be held at least once biennially, at a time and place to be determined by the Executive Committee of the Caucus.

Article IV - Officers

Section 1

Officers of this Caucus shall be a Chair, a Vice-Chair, a Secretary, a Treasurer and a Parliamentarian.

Section 2

Any member of the Labor Caucus shall be eligible for any elective or appointive office in the Caucus.

Section 3

The Parliamentarian shall be appointed by the Caucus Chair, with the advice and consent of the Executive Committee. Chairpersons of all standing committees shall be appointed by the Caucus Chair, with the advice and consent of the Executive Committee.

Article V - Executive Committee

Section 1

The Executive Committee of the Labor Caucus shall be composed of the Chair, the Vice-Chair, the Secretary, the Treasurer, the Parliamentarian, the Chairpersons of all standing committees and no more than seven (7) at-large members.

Section 2

The at-large members of the Executive Committee shall be appointed by the Caucus Chair, with the advice and consent of the Executive Committee.

Section 3

The duties and responsibilities of the Executive Committee are:

- (a) To exercise general supervisory and administrative authority over the Labor Caucus;
- (b) To confirm nominations made by the Chair for the office of Parliamentarian and for the Chairs of all standing committees or of any special committees which the Chair may deem necessary from time to time in the execution or implementation of his/her administrative program for the interest, betterment, improvement, growth and/or advancement of the Labor Caucus or the causes which the Caucus espouses, promotes or supports, and;
- (c) To formulate and implement the plans, programs and agenda for the operation, functioning, work and service of the Labor Caucus, both for the California Democratic Party and the labor community which the Caucus is dedicated to serve.

Article VI - Powers and Responsibilities of Officers

Section 1

The Caucus Chair shall be the principal executive officer and the official spokesperson of and for the Caucus. The Chair shall carry out the policies of the Caucus and shall perform the actions necessary and reasonable to effectuate the purposes of the Caucus.

Section 2

The Caucus Vice Chair shall do all things that are necessary to aid and assist the Chair in the performance of his/her duties and in the absence of the Chair, assume the responsibilities of the Chair.

Section 3

The Caucus Treasurer shall take custody of all funds, raised directly or indirectly or received by the Caucus, after having the same made and entered into the records of the Secretary. The Treasurer shall deposit all funds with the State Party and shall initiate disbursements as are ordered by the Chair and the Executive Committee. The Treasurer shall make reports at each regular or special meeting of the Caucus of all receipts and disbursements and shall, at all times, make the reports available to all Caucus members and/or members of the Executive Committee.

The Treasurer, when directed, shall prepare a biennial budget for approval by the Caucus and for submission to the State Chair or to the Chair of the Budget and Finance Committee of the California Democratic Party in accordance with the party by-laws. The Treasurer shall also file quarterly financial reports with the CDP treasurer.

The Treasurer, when required, shall also prepare and submit to the Secretary of State all reports required by the Fair Political Practices Act.

Section 4

The Caucus Secretary shall maintain all records of this Caucus, serve all required notices and discharge all such duties as pertain to the office of Secretary.

Section 5

The Caucus Parliamentarian shall have the duty and responsibility to ensure that all meetings are orderly run in accordance with Robert's Rules of Order and these by-laws.

Article VII - Election of Officers

Section 1

All elective officers shall be elected at the first meeting of each Democratic State Central Committee, held for organizational purposes in the odd numbered years following the general elections.

Section 2

All elective officers shall be elected by a simple majority of the members present and voting at the election meeting.

Section 3

All candidates for office and those who vote for them, must be duly credentialed members of the Democratic State Central Committee of the California Democratic Party, before either their candidacy or their election.

Article VIII - Term of Office

The term of office for all officers shall be two years from the time of election and installation, unless otherwise provided by these by-laws.

Article IX - Vacant Offices

A vacancy in the office of Caucus Chair shall be filled by the Vice Chair; and vacancies in all other offices shall be filled by appointment of the Executive Committee with the advice and consent of a voting majority at the next succeeding Caucus session.

Article X - Voting

Section 1

Voting shall be in person only.

Section 2

Voting for election of officers shall be by public open ballot.

Article XI - Removal from Office or Membership

Section 1

An officer of the Labor Caucus may be removed for cause, by the following procedure: Written charges of malfeasance, non-feasance and/or misfeasance, brought by no fewer than ten (10) members of the Caucus, shall be submitted to the Secretary, who will notify the accused officer, and all members of the Executive Committee, of the charges. The Executive Committee shall then determine whether the charges and the evidence supporting the charges are sufficient to justify proceeding against the officer.

Section 2

If the Executive Committee finds, after a review, study and evaluation of evidence, that the evidence is insufficient to warrant or justify proceedings, the charges shall be dismissed by the Executive Committee.

Section 3

If the Executive Committee finds, after a review, study and evaluation of evidence, that the evidence is sufficient to warrant or justify proceedings against the accused officer, the Executive Committee shall hold a hearing, after due and timely notice, or appoint a hearing committee to conduct a fact-finding hearing of the charges and the written response of the accused, and to report its findings to the Executive Committee at its next regular or special meeting. Witnesses for both the accuser and the accused may give

testimony at the hearing. After submission of all the evidence and the proper deliberations thereon, the hearing committee will make its findings of fact and submit them, together with its recommendations to the Executive Committee for ultimate resolution of the dispute.

Section 4

If either party to the dispute is unhappy or dissatisfied with the resolution of the dispute by the Executive Committee, he/she may appeal the decision of the Executive Committee to the full Labor Caucus at its next regular or special session.

Section 5

A two-thirds vote, of those Executive Committee members present and voting shall be required to punish or to remove from office the officer charged.

Section 6

If the decision of the Executive Committee is appealed to the full Caucus, a two-thirds vote of those Caucus members present and voting shall be required to overrule the decision of the Executive Committee. Any Caucus vote less than the required two-thirds will be deemed an affirmation of the decision of the Executive Committee. No further appeal can or may be made from the decision of the Caucus in such matters.

Article XII - Quorum

Section 1

Six fully accredited members of the Labor Caucus shall constitute a quorum when meeting in conjunction with the Executive Board of the California Democratic State Central Committee.

Section 2

For any other meeting of the Caucus, a quorum shall be 25 fully accredited members.

Article XIII - Dues

Section 1

The annual membership dues of the Labor Caucus shall be an amount as set, from time to time, by the Executive Committee and approved by the Caucus.

Section 2

The dues for all associate members shall be the same as those of regular members.

Section 3

The Executive Committee may waive or reduce the amount of dues for eligible members in cases of economic hardship.

Section 4

The Executive Committee may establish a sponsorship program for labor organizations in order to encourage their financial support of the activities of the Caucus.

Article XIV - Standing Committees

Section 1

There shall be a standing committee on by-laws, which shall be known as the Laws and Revisions Committee, whose function, duty and responsibilities shall be to write and prepare proposed amendments and revisions to these by-laws. The committee shall consist of the officers of the Caucus and/or any other members appointed by the Caucus Chair.

Section 2

There shall be a standing committee on voter registration and voter education, whose responsibility shall be to design voter registration programs to increase the registration of labor Democrats. These programs shall include district and community seminars and workshops to educate union members on the importance and necessity of participating in the political process. Programs shall be approved and implemented by all members of the Caucus.

Section 3

There shall be a standing committee on membership, whose responsibility shall be to promote and solicit membership of all eligible individuals in the Labor Caucus of the California Democratic Central Committee. The chairperson shall establish membership cards and maintain application forms on credentialed and associate members.

Section 4

The Chair of the Labor Caucus shall be an ex-officio member of every standing committee and of any and every special committee of the Caucus. Each standing committee shall meet at the regularly scheduled Labor Caucus meetings or at the call of the chairperson.

Article XV - Resolutions, Proposals and Endorsements

Section 1

Only those resolutions presented in writing by members of the Labor Caucus will be considered for adoption by the Caucus.

Section 2

Candidates seeking the endorsement of the Labor Caucus must be presented to the Caucus by a member of the Caucus. Candidates may be endorsed by the Caucus only upon a two-thirds vote of the Caucus members present at the meeting at which the endorsement vote is taken.

Section 3

Candidates for public office may be endorsed by the Caucus only if they have previously been endorsed by the California Democratic Party.

Article XVI - Amendments

Section 1

These by-laws may be amended at any meeting of the full Labor Caucus by a two-thirds majority of the Caucus members present and voting.

Section 2

Proposed amendments must be submitted to, and received by, the Secretary of the Caucus not less than one month prior to the meeting at which they are voted on.

Section 3

Copies of any proposed amendments must be mailed to each member of the Caucus at least 15 days prior to the meeting at which they are to be voted on.

Article XVII - Effective Date of Amended By Laws

Amendments to these by-laws shall become effective immediately upon their adoption by the Labor Caucus of the California Democratic State Central Committee, and a copy will be filed with the Rules Committee of the California Democratic State Central Committee.

Amended - June 10, 1995

Reaffirmed - April 4, 1997

Reaffirmed - March 26, 1999

Reaffirmed - March 30, 2001

Reaffirmed - March 14, 2003

Amended - April 15, 2005

Reaffirmed - April 27, 2007

Reaffirmed - April 24, 2009

OPEIU 3 AFL-CIO (233)