Mock Caucus & Delegate Selection Training

4:10 - 7:00

Amanda Kelley
Delegate Selection & Affirmative Action Chair

Andrew Storey
MDP Delegate Director
HEARTLAND 2020

From Missouri to Milwaukee!

June 20th, 2020
Missouri Democratic Party State Convention
Kansas City Marriott Downtown
Join 2,000 of your closest friends!

July 13th - 17th, 2020
Democratic National Convention
Milwaukee, WI
Chicago, IL
Norms

- No phones
- No side conversations
- Lean in
- Step up, step back
- Assume best intentions
- Respect the space
- There are no dumb questions
- Take notes & use scratch paper to write down your suggestions
- Use the question parking lot

What else?
Goals

- Prospective delegates: Learn the basics of how to run for delegate
- County, Ward, Township, and Congressional Committee people or chairs: learn how to run your mass meetings and caucuses
Disclaimers

- Review the delegate selection plan on MDP’s website
- There will be more trainings!
- The April 9th Mass Meeting date has been moved to April 6th
Today's Agenda - Pre-Caucuses

- Overview/Preparation
- Missouri National Delegation Composition
- Presidential Primary
- Apportionment of Delegates
- Affirmative Action
- Public Call (Announcement) for April 6th Mass Meeting Caucus
- Calls for County and Congressional District Conventions
- Mass Meeting Location
- Items you will need for the Mass Meeting Caucus
- Selection
Today’s Agenda - At the Caucuses

- Eligibility to Participate at a Mass Meeting Caucus
- Rules of Mass Meeting Caucus Chairs and Secretaries
- Participant Registration
- Meeting/Caucus Procedures
- Forming Caucuses
- Election of Permanent Caucus Chairs
- Election of Delegates and Alternates
- Election of Alternates
- Reporting the Results
- Announcements
- Adjournment
- Completion of Submission Forms Online
- Formal Caucus Challenges
MAJOR CHANGES FOR 2020

Automatic ("Super") Delegates

- On the first ballot of the presidential roll call only, automatic delegates will not cast a vote, unless a presidential candidate has secured more than enough pledged delegate certifications to secure the nomination.
- Automatic delegates would, however, be able to vote on a second ballot and any subsequent ballots and would be free to vote for the candidate of their choice.
- Will also vote on all other convention matters, including VP nomination and standing Committee reports.
# Delegate Allocations

## Democrats

<table>
<thead>
<tr>
<th>Year</th>
<th>Delegates</th>
<th>Delegate Votes</th>
<th>Alternates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>4,440</td>
<td>4,419</td>
<td>562</td>
</tr>
<tr>
<td>2012</td>
<td>5,556</td>
<td>5,552</td>
<td>407</td>
</tr>
<tr>
<td>2016</td>
<td>4,767</td>
<td>4,763</td>
<td>354</td>
</tr>
<tr>
<td>2020</td>
<td>4,536</td>
<td>4,523</td>
<td>327</td>
</tr>
</tbody>
</table>

*Democrats Abroad Delegates cast ½ votes each and Territory Delegations (not including DC or PR) cast 9 votes total

## Republicans

<table>
<thead>
<tr>
<th>Year</th>
<th>Delegates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>2,380</td>
</tr>
<tr>
<td>2012</td>
<td>2,286</td>
</tr>
<tr>
<td>2016</td>
<td>2,472</td>
</tr>
<tr>
<td>2020</td>
<td>2,550</td>
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</tbody>
</table>

**Does not reflect bonus delegates allocated to states based on the timing of their first determining step.**
Missouri National Delegation Composition

- Missouri has a post-primary caucus system.
- Missouri has a total of **78 Delegates and 6 Alternates**.
- 44 District-Level delegates chosen at Congressional Conventions
- 15 At-Large Delegates and 6 At-Large Alternates chosen at State Convention
- 9 Pledged Pledged Leader Elected Official (PLEO)
- 10 Automatic Party Leader & Elected Official Delegates
Eligibility to Participate

Participation is open to all voters regardless of race, gender, age, creed, national origin, ethnic identity, sexual orientation, economic status, philosophical persuasion or physical disability, but participants must be all of the following:

- 18 years old by general Election Day
- U.S. Citizen
- Resident of Missouri
- MO voters do not register by political party and are all unaffiliated. Persons must be a resident and registered voter within their political subdivision (Ward, Township, County or Congressional District depending on which delegate selection step) and have voted in the year’s presidential preference primary on March 10th.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb 12</td>
<td>Voter Registration Deadline</td>
</tr>
<tr>
<td>Mar 10</td>
<td>Presidential Primary</td>
</tr>
<tr>
<td>Mar 12</td>
<td>Public call #1 of mass meeting due</td>
</tr>
<tr>
<td>Mar 15</td>
<td>Forms to file for mass meeting delegate become available on MDP website</td>
</tr>
<tr>
<td>Mar 26</td>
<td>Public call #2 of mass meeting due</td>
</tr>
<tr>
<td>April 6</td>
<td>Ward, Township, County Mass meetings</td>
</tr>
<tr>
<td>April 16</td>
<td>Filing deadline for Congressional Convention delegate candidates</td>
</tr>
<tr>
<td>April 30</td>
<td>Congressional Conventions</td>
</tr>
<tr>
<td>May 1</td>
<td>Filing deadline for PLEOs</td>
</tr>
<tr>
<td>May 9</td>
<td>State Committee Meeting &amp; PLEOs &amp; temporary standing committees elected</td>
</tr>
<tr>
<td>May 22</td>
<td>Filing deadline for at-large delegate candidates</td>
</tr>
<tr>
<td>June 20</td>
<td>State Convention, select at-large delegates, standing committee members</td>
</tr>
<tr>
<td>July 13-17</td>
<td>National Convention</td>
</tr>
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</table>
April 6th Mass Meetings

- You must be elected at this first step in order to run for or have a vote for a District-Level Delegate elected at Congressional Convention or vote at the State Convention.
- Mass Meetings held concurrently at 7:30pm
- City of St. Louis, St. Louis County, and Jackson County shall hold mass ward and township meetings. In Blue Township in Jackson County, the mass meetings will be at the sub district level.
- Rest of counties will hold countywide Mass Meetings.
- Ward and township elected committee people OR County Chair is responsible for finding a public ADA location for these meetings and issue a public call setting forth the date, time, and place of each ward, township, or county mass meeting.
- Locations must be submitted to the MDP.
Participant Registration - Mass Meetings - April 6 @ 7:30pm

- At the door, all participants must do the following:
  - Show some **form of identification**: drivers license, voter registration card, or similar non-photo form of ID is acceptable
  - **Form MM - Mass Meeting Filing Form**: Due by 10pm on April 6th (following Mass Meetings) allowing for submission at the Mass Meeting or may be submitted in advance to the state party. This declares your candidacy as a delegate and presidential candidate preference. Mass Meeting Chairs shall submit forms submitted in person electronically via online web form to the state party and state party shall submit advance submitted filings to Mass Meeting Chairs.
  - Full completion of all information is **critical**.
Participant Registration - Congressional Convention - April 30 @ 7:30pm

- At the door, all participants must do the following:
- Show some **form of identification**: drivers license, voter registration card, or similar non-photo form of ID is acceptable
- **Form F - Congressional Convention Filing Form**: Due by 10pm on April 16th (following election at Mass Meetings) to run for district-level delegate at Congressional District Conventions.
- Full completion of all information is **critical**.
Procedure - Designation of Chair & Secretaries

- At the ward or township mass meetings, the committeeman or committeewoman shall be chair and the committeeperson not presiding shall be the secretary of the meeting. If there is no mutual agreement on who should preside, the committeeperson receiving the highest number of votes at the last preceding election shall be the chair. If neither committeeperson was elected, seniority as a committeeperson shall prevail. If neither committeeperson is able to chair the mass meeting, those persons attending the meeting and eligible to participate shall elect a temporary chair and secretary.

- At the county mass meetings, the county chair shall be the chair and the county vice-chair shall be the secretary. If neither the chair nor vice-chair is able to chair the meeting, those persons attending the meeting and eligible to participate shall elect a temporary chair and secretary.
Procedure - Participation Certification, Official Rolls

- Each participant will take a standardized declaration furnished by the MDP and receive a **standardized pledge of support form** that they shall complete and submit to the temporary caucus leader when caucuses are formed.

- The Chair of the Mass Meeting must ensure all persons in line to sign the declaration by 7:30pm shall be permitted to participate in the meeting. In no case should meeting doors be secured in such a manner that the public is excluded from the meeting after all eligible participants have signed the declaration and received their pledge of support form.
Procedure - Participation Certification, Official Rolls Cont...

- It is helpful to designate a specific area for observers who get in line AFTER 7:30pm.
- Secretary of the mass meeting is responsible for obtaining the **standardized pledge of support form** from every person and to take minutes.
- After the delegates have been selected, the meeting chair shall certify immediately to the State Party the list of delegates selected via online webform.
Meeting & Caucus Procedures

- Mass Meeting Chair calls the meeting to order
- Explains the rules and procedures for electing Delegates & Alternates
- Read the MDP letter aloud announcing the apportioned Delegates to each presidential preference
- Announce total number in attendance and eligible to participate according to form MM.
Forming Caucuses

- MM Chair instructs participants to split the room and form a Caucus for each presidential preference.
  - If there is a Congressional District split within the county, ward, or township you must FIRST separate the room by Congressional District then split each CD and form a Caucus for each presidential preference.
- If they are undecided or their Caucus has less than 15% of the participants they must choose a different Caucus and fill out a new Form MM.
- MM Chair appoints a Temporary Caucus Chair for each Caucus who collects the **standardized pledge of support form** from Caucus members, tallies them, and reports number of participants to the Meeting Chair.
- MM Chair announces number of participants for each Caucus to ensure numbers are standardized with all forms.
Election of Permanent Caucus Chair

- Nominations taken from each Caucus
- Voting by written ballot
  - If only one person is to be nominated, voting by hand is allowed
- Temporary Caucus chairs, who are not made permanent, shall count ballots
- Permanent Chair appoints Caucus Secretary who is in charge of keeping standardized pledge of support forms, completed ballots, and writing the winners of Delegate positions for each Caucus for MM Chair to submit to State Party.
Election of Delegates (Mass Meeting & Congressional)

- Permanent Caucus Chair opens nomination of Delegates.
- To ensure the district-level delegates are equally divided between men and women (determined by gender self-identification) delegate positions within each district will be designated by presidential preference beginning with the highest vote-getting presidential preference. This assignment of delegate positions, will continue with the next highest vote-getting preferences in descending order, with positions assigned to either male and female alternating by gender as mathematically practicable, until the maximum mathematically equal possible number assigned to the binary genders has been assigned. In the case of non-binary gender delegates, they shall not be counted in either the male or female category.
Election of Delegates Cont...

- All names go on a chalkboard or large sheet of paper for the entire Caucus to see.
- Permanent Caucus Chair appoints 2-3 people, who are not nominees, to count ballots.
- Nominees may take **1 minute** to make speeches to the Caucus.
- Written ballots are then used to elect delegates.
- Each participant can vote for as many people as there are delegate positions to be filled.
- Person(s) receiving the highest number of votes is (are) elected and divided as evenly as possible between men and women (determined by self-identification) and non-binary shall not be counted as either male or female. Max deviation of 1 at any level.
Election of Delegates Cont...

- If only one Delegate is elected then the individual receiving the highest number of votes is elected, female, male or non-binary.
- All the votes are tallied and reported to the Permanent Caucus Chair who announces the results.
- All ballots and tally sheets should be submitted to the Mass Meeting Secretary to maintain in case of any challenges, etc.
Election of At-Large Delegates & Alternates - June 20

- Must file a statement of candidacy designating singular presidential preference with the State Party by May 22, 2020 at 5pm (form available as of March 15).
- After the at-large delegates are elected at the State Convention, those persons not chosen will then be considered candidates for at-large alternate positions.
- Meeting procedures will follow the same process as Mass Meetings & Congressional Convention.
- Prior to Caucus division, Convention Chair will announce any categories that must be addressed to meet affirmative action goals through the election of at-large delegates and alternates as determined by the Affirmative Action and Delegate Selection Committee, and number of male and female required to maintain equal division ratio.
Reporting Results

- The Permanent Caucus Chair(s) shall report the results of the Caucus(es) including the names, addresses, phone numbers, and email addresses to the Meeting Chair.
- It is CRITICAL that all of the Delegate and Alternate information is complete and legible.
Announcements

● Mass Meeting Chair shall announce ALL Delegates and Alternates elected in the caucuses.
● Provide location and point of contact for Congressional Caucus on April 30th.
● Provide information on Form F - Congressional Convention Filing Form due April 16th to be submitted electronically to MDP.
● Provide location and point of contact for State Convention on June 20th.
● Other business, announcements, or guests
● The Mass Meeting Chair or Congressional Caucus chair adjourns the meeting after announcements.
Formal Caucus Challenges

- The Mass Meeting Caucus Chair or Congressional Caucus Chair shall obtain the challenger’s name, cell or home number, and email and report the information to the State Party Delegate Director.
## Forms to be Submitted to MDP

<table>
<thead>
<tr>
<th>Form</th>
<th>Due Date</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form MM - Mass Meeting Filing Form</td>
<td>April 6, 2020</td>
<td>Due by 10pm on April 6, 2020 and may be submitted in advance to the state party or at the Mass Meeting to declare candidacy as delegate and presidential candidate preference in order to be selected at the Mass Meeting. Mass Meeting Chairs shall submit forms submitted in person electronically via online web form to state party and state party shall submit advance submitted filings to Mass Meeting Chairs.</td>
</tr>
<tr>
<td>Form F - Congressional Convention Filing Form</td>
<td>April 16, 2020</td>
<td>Filing deadline for candidates elected at the Ward, Township, Legislative District and County Mass Meetings to run for district-level delegate at the Congressional District Conventions held on April 30th, 2020.</td>
</tr>
<tr>
<td>Form UP - PLEO Filing Form</td>
<td>May 1, 2020 at 5pm</td>
<td>PLEO Filing deadline for PLEO candidates to be considered at the May 9, 2020 State Committee Meeting when PLEO delegates are elected.</td>
</tr>
<tr>
<td>Form AL - At-Large Filing Form</td>
<td>May 22, 2020 at 5pm</td>
<td>At-Large Filing deadline for June 20, 2020 State Convention when At-Large delegates are to be elected.</td>
</tr>
</tbody>
</table>
Forms to be Submitted to MDP

AND

- Standardized Pledge of Support Form
- Certification of Mass Meeting Results and Delegates elected
- Certification of Congressional Convention Meeting Results and Delegates elected

The forms must be sent immediately after the meeting electronically to MDP via an online webform that will be provided. Questions:

Andrew Storey
Delegate Director
573-777-1364 or info@missouridems.org