

**BALLOT-ONLY STATE CONVENTION**

Pursuant to guidance adopted by the State Executive Committee on March 29, 2020, and the determination by Minnesota DFL State Party Chair on April 24, 2020, the State Convention shall be ballot-only. These rules were prepared by the State Constitution, Bylaws, and Rules Committee pursuant to the March 29 guidance and are based upon the rules established to implement the March 16 guidance for local and congressional district units. This document is subject to revision as the COVID-19 situation changes. Please visit <https://www.dfl.org/covid19/stateconventionrules/> to ensure you have the most current version. A detailed revision description will be included at the end of each future revision. This document shall expire when the State Executive Committee guidance expires.

All matters not superseded by or governed by the State Executive Committee’s emergency March 16 and 29, 2020 COVID-19 guidance shall be governed by the 2020-2021 Official Call, the State DFL Constitution and Bylaws, and *Robert’s Rules of Order, newly revised*.

**RELEVANT DATES FOR THE BALLOT-ONLY STATE CONVENTION**

State Convention Nomination Window..... Friday, May 15 through Friday, May 22, 2020  
State Convention Certification Deadline for Ballots ..... Monday, May 25, 2020  
State Convention Balloting Period ..... Tuesday, May 26 through 12:00 PM Central on Sunday, May 31, 2020

Before June 20, 2020, the Minnesota DFL State Party Chair shall schedule a videoconference/teleconference meeting of the national delegates and alternates for the purpose of electing national Standing Committee Members and selecting the national Delegation Chair and Pages, pursuant to the 2020 Minnesota National Delegate Selection Plan.

**RELEVANT DATE FOR THE IN-PERSON STATE CENTRAL COMMITTEE MEETING**

First State Central Committee Meeting Post-Ballot-Only Convention ..... August 15, 2020

**BALLOTING**

**I. PREPARATIONS**

- A. The rosters of delegates and alternates certified by the congressional district executive committees shall constitute the verified roster of the ballot-only State Convention. The Congressional District Chairs and Vice Chairs shall notify Minnesota DFL Staff of any corrections to the certified roster no later than Sunday, May 24, 2020.
- B. Minnesota DFL State Party leadership should solicit from its temporary roll, and other DFLers within the State of Minnesota, candidates for elections of (i) national delegates and alternates, (ii) presidential electors and alternates, and (iii) Democratic National Committee Members.
  - Candidates for National Delegate will need to provide a completed 2020 Democratic National Convention Statement of Candidacy form found on Page A-4 of the 2020-2021 DFL Official Call. Any candidate who was not elected a national delegate from their Congressional District and who selected the appropriate box(es) on their Statement of Candidacy shall not need to provide a new 2020 Democratic National Convention Statement of Candidacy form found on Page A-4 of the 2020-2021 DFL Official Call. Candidates for national delegate may provide a 2-minute video which will be linked in the ballot and may

also include a written statement (which must include their gender identity and presidential candidate preference) not to exceed 200 words.

- Candidates for presidential elector and alternate may provide a 2-minute video which will be linked in the ballot. Any candidate who was not elected a presidential elector or alternate from their Congressional District shall be included on the State Convention ballot.
- Candidates for Democratic National Committee Member may provide a 2-minute video which will be linked in the ballot.

C. Minnesota DFL State Party leadership should collect the name, address, phone number, and email for each candidate for endorsement. Candidates for endorsement may provide a 2-minute video which will be linked in the ballot.

### **Certification by the State DFL**

The State Executive Committee must certify (a) candidates for national delegate and alternate, (b) candidates for its endorsement, (c) candidates for presidential elector and alternate, and (d) candidates for Democratic National Committee Member. **This certification must occur no later than the date indicated above.**

## **II. CONGRESSIONAL DISTRICT AND MINNESOTA DFL STAFF ROLES DURING BALLOTING PERIOD**

Each congressional district may opt to delegate the work for this Section II to their Organizing Units, however each congressional district is ultimately responsible for the completion of this work.

- A. **Electronic Ballots.** Minnesota DFL Staff will send ballots via electronic mail to delegates and alternates. All delegates and alternates are permitted to vote and all ballots cast by delegates and alternate will be counted.
- B. **Alternative Methods of Voting.** Congressional districts are permitted to provide alternate methods of collecting ballots from delegates and alternates who cannot utilize electronic mail and/or self-cast their electronic ballots. Congressional districts are responsible for the distribution of these ballots, the collection of these ballots or votes, and the entry of the votes for the delegate or alternate into an electronic ballot on their behalf. For example, units may choose to send a paper ballot to any delegate or alternate but will be responsible for collecting that ballot and entering the delegate or alternate's votes in the electronic voting system for that delegate or alternate.

When a mailed ballot cannot be returned in time to be counted, congressional districts may obtain votes via telephone calls with delegates and alternates but will be responsible for entering the delegate or alternate's votes in the electronic voting system for that delegate or alternate.

C. **Daily Updates.** During the relevant balloting window, each congressional district's chair and vice chair (or two highest-ranking officers) will receive daily updates indicating which delegates and alternates have completed their ballots. Congressional districts are responsible for following up with delegates and alternates who have not returned their ballots to ensure ballots are completed in the timeframe allotted. Congressional districts may use reasonable means to reach out to delegates and alternates who have not yet voted by email, telephone calls, and text messages, provided they create a receipt of each contact for auditing purposes.

## **III. RESULTS**

A. Following the completion of balloting, Minnesota DFL Staff will provide the results of the ballots to the Minnesota DFL State Party Chair and Vice Chair and the candidates for endorsement. Additionally, Minnesota DFL Staff will forward the results of the resolutions ballots to the co-chairs of the Platform, Issues, and Legislative Affairs Committee.

*These rules are authorized by the State Executive Committee's March 16 and 29, 2020 emergency COVID-19 guidance, should only be used for ballot-only conventions authorized by that guidance, and will expire when that guidance expires.*

- B.** For all ballots where there is a contested endorsement, the election of national delegates, the election of presidential electors, or Democratic National Committee Members, the Minnesota DFL State Party shall hold a virtual teller room via teleconference where they will certify the results by hand counting the ballots. The head tellers will be the Minnesota DFL State Party Chair and Vice Chair. Other neutral parties may be jointly appointed by the head tellers to assist with the counting process. A representative from each campaign (where endorsing and the endorsement is contested), a representative of each campaign for national delegate (where applicable), a representative for each campaign for presidential elector (where applicable), and a representative for each campaign for Democratic National Committee Member (where applicable), must be allowed to observe the counting process. The Minnesota DFL Staff will provide raw ballots, as well as an initial report of the full election. Results are not official until results are confirmed in remote teller room.

#### **IV. FIRST STATE CENTRAL COMMITTEE MEETING HELD POST-BALLOT-ONLY STATE CONVENTION**

All business outlined in the State DFL Constitution and Bylaws and the 2020-2021 DFL Official Call for the State Convention shall be completed at the first State Central Committee meeting held after the State Convention, *with the exception of the matters completed by the Ballot-Only Convention.*

### **GENERAL RULES FOR BALLOT-ONLY STATE CONVENTION**

**Ballot Retention.** Ballots shall be retained for at least 30 days following the certification of the ballot results.

**Delegate Elections.** Delegates and alternates elected to the national convention, presidential electors and alternates, and Democratic National Committee members shall all be elected by way of electronic ballots. Results for each of these elections shall be by plurality further detailed below in the delegate election process section.

**Endorsement.** Each endorsement will be issued based upon a ranked choice vote. “No Endorsement” is always an option on every ballot and will never drop when votes are reallocated. Once a ballot is exhausted, it will thereafter be counted as an abstention. This means the ballot will be counted towards quorum but no longer be included in the denominator for endorsement. How ranked choice endorsement will operate in practice is provided below in the Ranked Choice Endorsement section. If a vote in a contested race for endorsement under these rules results in no endorsement being conferred or the ballot fails due to lack of quorum, the State Central Committee is prohibited from issuing an endorsement before the primary election unless only one DFL candidate remains on the election ballot following the close of the window to withdraw as a candidate as set by the Secretary of State.

**Quorum.** Quorum for the State Convention will be a number of all delegates and alternates certified by the congressional districts executive committees necessary to cast a majority of the vote. Quorum shall be counted on a per-ballot basis as described in the following paragraph.

For ballots sent to all delegates and alternates, the quorum for that ballot shall be based upon a count of all ballots cast. Otherwise, different ballots are sent to different portions of the delegates and alternates, quorum shall be based upon a count of all ballots returned voting for the same level of delegate.

### **DELEGATE ELECTION PROCESS**

#### **Casting Ballots**

Each ballot for national delegate and alternate, presidential elector and alternate, and Democratic National Committee Members will list all candidates regardless of gender-identity or presidential preference.

Each ballot for national delegate will list all candidates regardless of gender-identity by presidential preference.

When delegates and alternates are permitted to vote for more than one candidate in casting a ballot, they do not need to allocate their votes based upon gender-identity (although the counting of the ballots will comply with equal division rules).

Delegates and alternates casting a ballot may vote for up to the total number of delegates allocated to the unit.

Election of National Delegates and Alternates

For the election of national delegates, a separate ballot will be created for each presidential candidate eligible to receive delegates and/or alternates. (See table on Page 4.) Each presidential candidate’s ballot will list all of the national delegate and/or alternate candidates who have declared for that presidential candidate. Each state delegate and alternate will receive only the ballot for the presidential candidate for whom they have declared. (If they did not declare a preference, they will not receive a ballot.) On the ballot, they may vote for no more than the total number of at-large and PLEO delegates and alternates allocated to their presidential candidate.

**Counting Ballots**

Once all ballots are cast, the votes for each candidate shall be tallied. All winners shall be determined by plurality and all ties shall be broken by lot. Equal division should be maintained (when possible) for the election of (a) delegates, (b) alternates, and (c) delegates and alternates combined.<sup>1</sup> Equal division should also be established between the elected delegates and alternates and the Automatic Party Leaders and Elected Official delegate positions. The relevant portions of Rule 48 of the Temporary and Proposed Permanent Rules for the 2020 Minnesota DFL State Convention shall be followed to achieve this equal division.

Election of National Delegates and Alternates

For national delegate elections, the top vote recipients who comply with the Minnesota 2020 National Delegate Selection Plan gender-identity allocation and these rules, equal to the number of national delegate(s) allocated to the national candidate shall be elected national delegate(s) (if any). The top non-elected vote recipients that meet the gender-identity allocation requirements shall be elected alternate(s).

Presidential Candidate	PLEO Delegates			At-Large Delegates			At-Large Alternates		
	Males	Females	Total	Males	Females	Total	Males	Females	Total
Biden	6*	4*	10	TBD**	TBD**	16	2	2	4
Sanders			0			0			1
Warren			0			0			1
<b>Total</b>			<b>10</b>			<b>16</b>			<b>6</b>

(The above chart will be updated after the congressional district elections for national delegate have been certified.)

\* Minnesota has 7 male and 9 female automatic national delegates. Per the temporary and proposed permanent rules for the State Convention, the PLEO delegation is used to balance the automatic national delegates. This results in a final automatic+PLEO delegation of 13 males and 13 females.

\*\* Per the temporary and proposed permanent rules for the State Convention, the At-Large Delegate pool will balance the overall Minnesota delegation. The per-gender identity breakdown cannot be determined until after the Congressional District national delegate election has been completed. This is because non-binary delegates elected at the CD level could impact the overall gender-identity balance of the entire delegation.

The National Delegate Selection Plan requires the election of PLEO Delegates before At-Large Delegates. The Minnesota DFL considers all party officers at all levels to be party leaders and, therefore, eligible to run for election as a PLEO Delegate. Any DFLer, regardless of party office or delegate status, is eligible to run for election as an At-Large Delegate. The ballot provided to all state delegates and alternates shall include all candidates for PLEO

<sup>1</sup> See Equal Division in the General Rules of the Rule Book, located on Page A-3 of the State DFL Constitution and Bylaws.

Delegates and At-Large Delegates together on a single ballot. The tellers shall first determine the election of the PLEO Delegates by plurality. Following determination of the election of the PLEO Delegates, the tellers shall determine the election of At-Large Delegates by plurality from those who were not elected a PLEO Delegate.

At-Large Alternates shall be elected separately from the PLEO Delegates and At-Large Delegates. State delegates and alternates shall elect by plurality the At-Large Alternates who align with their congressional district level presidential preference.

The election of national delegates must accomplish equal division between delegate men and delegate women within the presidential candidate's delegation across the entire state, including all delegates elected at the congressional district level (determined by gender-self-identification). In the case of delegates who do not identify as male or female, they shall not be counted as either a male or female, and the remainder of such delegation shall be equally divided by gender-identity. For example, the Biden subcaucus in CD2 and the Sanders subcaucus in CD5 are each entitled to elect 4 delegates. The only possible combinations the subcaucus can elect are as follows:

- 2 male delegates and 2 female delegates;
- 1 delegate who does not identify as male or female, 2 male delegates, and 1 female delegate;
- 1 delegate who does not identify as male or female, 1 male delegate, and 2 female delegates;
- 2 delegates who do not identify as male or female, 1 male delegate, and 1 female delegate;
- 3 delegates who do not identify as male or female and 1 male delegate;
- 3 delegates who do not identify as male or female and 1 female delegate; or
- 4 delegates who do not identify as male or female

For presidential electors and alternates, the two top vote recipients who maintain equal division shall be elected the presidential electors, and the next top two vote recipients who maintain equal division shall be elected the presidential elector alternates.

For Democratic National Committee Members, the top vote four recipients who maintain equal division shall be elected.

*Note: An example for Counting Ballots as well as a detailed explanation for Ranked Choice Endorsement is available in the Ballot-Only Local and Congressional Unit Conventions rules document available at <https://www.dfl.org/covid19/ballotrules/>.*

### **Revision History**

Rev A (April 24, 2020) – initial version