

**CALIFORNIA DEMOCRATIC PARTY  
LEGISLATION COMMITTEE  
LEGISLATION POLICY AND PROCEDURES**

Revised Tuesday, June 14, 2011, four waters (staff)

**I. POLICY:**

**A. SCOPE:**

1. All legislation to be considered by the Legislation Committee of the California Democratic Party originate generally from the U.S. Congress or California State Legislature. In exceptional cases, the Legislation Committee may consider local legislation of a statewide concern.
2. Except as otherwise provided in Section I, A, 3 below, the Legislation Committee of the California Democratic Party shall only take positions on legislation that is the jurisdiction of the legislative committees responsible for Elections and Redistricting, such as that which deals directly with redistricting, reapportionment, campaign finance and such other matters relating to California Democratic Party operations. The Legislation Committee may also propose legislation when needed.
3. The Legislation Committee of the California Democratic Party may also take up 25 other bills over a 2 year Legislative session, unless the committee by 2/3 vote, finds a compelling need for legislation that requires an exception. To be considered, the proposed legislation must be in furtherance of an existing resolution or platform plank; have at least fifteen (15) days notice must have been given to the proposed legislation's author or their chief of staff if the Legislation Committee intends to consider a position in opposition the proposed legislation for consideration; and have written approval (which may be by email) of the legislation's author or chief of staff if the Legislation Committee intends to consider a position in support of proposed legislation sponsored by a Democrat.
4. Legislative position requests shall be submitted to the Legislation Committee on the "Legislative Position Request" form provided by the Legislation Committee 30 days prior to the Committee meeting at which the matter is to be considered, unless such request comes from the Chair of the California Democratic Party.
5. Consideration of a position in opposition to legislation sponsored by a Democrat must have the approval of 2/3rds of the Legislation Committee's co-chairs before going to a vote of the Legislation Committee.

6. A 60% vote of the Legislation Committee members present and voting is needed to make a legislative recommendation to the DSCC or DSCC E-Board.
7. Reconsideration on legislative positions adopted by the Legislation Committee require a 2/3 vote of the Legislation Committee members present and voting. A vote for reconsideration must occur within one year of the committee taking its first position on the legislation up for reconsideration or at any time if amended.
8. The Chair of This Committee may, in their discretion, after consultation with the other State-wide elected officers, revoke any position taken by This Committee, on any pending Legislation which has been substantially amended, if he/she reasonably believes the amendment would have led to a different position having been taken by This Committee or it is in the best interests of the Party to do so due to changed circumstances.

#### B. LEGISLATIVE SUBCOMMITTEES:

1. There shall be a State Legislation subcommittee and a Federal Legislation subcommittee within the Legislation Committee.
2. The Lead Chair(s) of the Legislation Committee shall direct requests on legislation pending in the California State Legislature to the State Legislation Subcommittee and requests on legislation pending before the U.S. Congress to the Federal Legislation subcommittee.
3. Members of the Legislation Committee may self-select to serve on a sub-committee
4. The Lead Chair(s) shall appoint the chair of each of the subcommittees.
5. For a meeting of a subcommittee which has been duly noticed, quorum shall be 40% or 10 members, whichever is less.
6. Subcommittees shall meet and vote via either telephonic or electronic communication as designated by the subcommittee chair, subject to the guidelines of the CDP regarding email, telephonic, and electronic communication. In-person meetings may only take place at scheduled DSCC meetings.

7. Legislative positions receiving a simple majority vote of the designated legislative subcommittee shall be presented to the Legislation Committee in the form of recommendations.

8. Order of Consideration:

The order of legislative recommendation consideration shall be as follows:

1. Subcommittee shall prepare recommendations no fewer than four days prior to the full Committee meeting, and send to the Legislation Committee Chair(s) and staff. Staff will forward the recommendation reports to the alternate subcommittee.
2. At the eBoard Committee Meeting, the full Committee shall take testimony and consider each sub-committee recommendation report, one item at a time.
3. The full Committee shall vote and prepare a report to the California Democratic Party Executive Board for a vote.

9. Subcommittees shall be tasked with verifying information on *completed* Legislative Request forms, including, but not limited to former positions taken by the DNC, DNC committees, the DSCC, DSCC Executive Board, positions taken by the resolutions and platform committees of the California Democratic Party on issues related to the legislative request, and status of legislation.

10. Subcommittees shall be tasked with following Legislation Committee endorsed legislation and reporting to the Legislation Committee Lead Chair(s) any substantive changes made to the legislation.

11. Subcommittee chairs shall update the Lead Chair(s) on any change to legislation on which the Legislation Committee has taken a position, including any amendments, addendums or riders that would change the intent of the legislation, add to its scope, or diminish its impact.

12. The Lead Chair(s) shall be responsible for informing the Chair of the CDP on any change to legislation on which the Legislation Committee has taken a position, including any amendments, addendums or riders that would change the intent of the legislation, add to its scope, or diminish its impact.

13. Legislation Committee shall be guided by, but not limited to, the following when making recommendations on legislation:

- a. Timeliness of the legislation.
- b. Positions taken by the DNC, DNC Committees, DSCC, CDP resolutions and/or platform committees, and/or positions taken by CDP Caucuses that may conflict with or adhere to issues related to the legislative request.
- c. Status of legislation in the CA State Legislature, U.S. Congress or other appropriate legislative body.
- d. Impact DSCC may have on outcome of legislation.
- e. Historical principles of the DNC and DSCC and communities it represents.
- f. Factors that may affect potential substantive changes to legislation, such as whether legislation requires 2/3 majority to pass legislative body.
- g. Constitutionality.
- h. Importance of the legislation.
- i. Number of bills on which a recommendation has been made.
- j. Impact on Party resources.
- k. Degree of consensus in the Party.

14. Subcommittee chairs shall designate one or more subcommittee members to review the entire text of the legislation prior to a subcommittee vote.

15. Subcommittee chairs shall supply copies of the completed "Legislative Position Request" form for timely submissions discharged out of the subcommittee and the consent calendar to California Democratic Party staff at least 4 days prior to the first day of a DSCC or DSCC E-Board meeting.

16. Subcommittee Legislative Position Request forms for timely legislative position requests and consent calendars shall be distributed to Legislation Committee members no later than 72 hours before the first day of a DSCC or DSCC E-Board meeting.

17. Subcommittee chairs shall have access to at least one full copy (digital or hard copy) of the entire text of the legislation at the Legislation Committee meeting at which the legislative request will be presented to the Legislation Committee.

18. Original legislation shall be brought to the Legislation Committee by an ad hoc drafting subcommittee. The Legislation Committee may discharge to the DSCC or DSCC E-Board original legislation affirmatively with a 60% vote of the Legislation Committee members present and voting.

## **II. PROCEDURES:**

## A. FORM

1. Legislative position requests may be submitted by any registered Democrat on Legislative Position request forms provided by the Legislation Committee.

## B. PRIORITY

1. Legislative position requests referred from the Legislative committee shall be taken up at the first Legislation Committee meeting following the request.

## C. TIMELY LEGISLATIVE POSTION REQUESTS

1. There shall be a State Legislation subcommittee and a Federal Legislation subcommittee within the Legislation Committee.

2. In order to be considered timely, Legislative Position Requests must be received by the State Chair of the Party, thirty (30) calendar days prior to a meeting of the DSCC.

3. Copies of Legislative Position Request forms submitted according to the above procedure shall be distributed to all members of the Legislation Committee within 72 hours of the next meeting of the DSCC or DSCC E-Board, whichever comes first, with each sub-committee's recommendation report.

4. The Legislation Committee will present legislative position requests in the committee report to the next meeting of either DSCC convention body or DSCC Executive Board, whichever comes first.

## D. LATE/FLOOR LEGISLATIVE POSITION REQUESTS

1. Late resolutions will be heard by the Committee only with unanimous consent of the members in attendance at a meeting of the Committee. Once a late resolution has received unanimous consent to be heard, it will be treated in the same way as if it had been submitted as a timely resolution. The submitter may also be asked to provide 40 copies of the legislation request form and related materials depending on the timeframe.

## **III. GENERAL PROVISIONS**

A. The Legislation Committee shall be guided by Roberts Rules of Order except where specified in this document.

B. Due notice of Legislation Committee meetings must be made to all Legislation Committee members.

C. The Legislation Committee shall recommend adoption, rejection or neutral position of legislation. The Legislation Committee may alternatively discharge a request without a legislative recommendation.

D. The Legislation Committee must provide a copy of an official legislative summary of any legislation proposed for adoption by the Executive Board to all Executive Board members for their review. In addition, 4 copies of the proposed Legislation must be available for review by any Executive Board member.

E. Members of the Legislation Committee must disclose any conflict of interest to the best of their ability.

## **IV. CDP WEBSITE:**

The Legislation Committee will create a flow chart representing the process by which the Legislation Committee and the CDP follows in order to take positions on legislation.