



**STANDING RULES OF THE 2025 O’AHU COUNTY DEMOCRATS CONVENTION
TO BE HELD ON MAY 10, 2025**

Adopted by the O’ahu County Committee on March 1, 2025

The 2025 O’ahu County Convention will be held on Saturday, May 10, 2025 in-person at the Ke’ehi Lagoon’s Harry and Jeanette Weinberg Memorial Hall at 2685 North Nimitz Highway Honolulu, HI 96819. The Platform, Rules, and Resolutions Committee meetings will be held during the period of April 6-April 27 with specific dates, times, and URL information posted on the O’ahu County Democrats website no later than April 1, 2025.

Rule 1. Registration Required.

All Delegates to the O’ahu County Convention must register online on the O’ahu County Democrats website oahudemocrats.org or by mail to be sent to O’ahu County Committee, Democratic Party of Hawai’i, P.O. Box 1793, Honolulu, HI 96806-1793. Paper registration will be used as a last resort. Registration and payment deadlines are listed in the table below.

Rule 2. Delegate Eligibility.

- A. Delegates, as defined in Sections 12.4, 12.5 and 12.6 of the O’ahu County Bylaws, are eligible to be Delegates to the O’ahu County Convention after payment of the registration fee according to the payment schedule.
- B. Should a Delegate not meet the requirements in 2A the Delegate will be given the opportunity to update their membership information or provide proof of voter registration for the delegate slot they hold prior to the close of Convention registration on Wednesday, May 7, 2025.
- C. The names and representative constituencies (regions/districts) of all Convention delegates as described in Section 12.4, 12.5, and 12.6 of the OCD Bylaws, shall be submitted to the Credentials Committee as soon as possible but no later than 11:59 PM, May 5, 2025. No alternate delegates will be credentialed after this date.
- D. Payment schedule is as described in the table below.

Regular Rate	\$40.00 In Person	Prior to 11:59 PM, Saturday, April 25, 2025
Late Rate	\$50.00 In Person	Prior to 11:59 PM, Wednesday, May 7 No registrations will be accepted after this date and time. <i>Paper registration must be postmarked no later than May 3, 2025.</i>

Rule 3: Convention Hall, 2685 North Nimitz Highway Honolulu, HI 96819

The County Convention will be conducted in person at Ke'ehi Lagoon. Harry and Jeanette Weinberg Memorial Hall, 2685 North Nimitz Highway Honolulu, HI 96819. All voting for the convention will be conducted in person on site. All Convention Committee Meetings will be conducted via Zoom in accordance with applicable laws, governing documents, these Rules and the Committee Rules, and the current edition of *Robert's Rules of Order Newly Revised* (RONR), which shall control in that order of priority. All participants shall comply with these rules and procedures.

- A. Registered, credentialed Delegates must access the meeting in person at Ke'ehi Lagoon, Harry and Jeanette Weinberg Memorial Hall. Joining the Convention with a group on a single registration is not permitted.
- B. Sign In Protocols.
 - 1. Participants shall be credentialed in-person at the convention hall. They must sign in with their legal first and last names, region and district (e.g. Barack Obama 9-49); Phone numbers or fictional names are not permitted.
 - 2. The Registration and Credentials Committee will verify the delegates' information before processing them into the Convention Hall.
- C. Except for the parliamentarian, access by non-voting attendees (guests, observers) at the Convention will be limited.
- D. Interference and Noise. In person attendees shall mute their microphone at all times. After one warning, the Chair may order the muting of a disruptive delegate. After two or more warnings, the Chair holds the right to dismiss a delegate causing undue interference. The Chair's decision will be announced to the body.
- E. Decorum (Discussion, Debate, and Visual). Decorum is prescribed in *Robert's Rules of Order Newly Revised*; personal attacks, vulgarity, or offensive language can result in loss of debate privileges. Likewise, it is a breach of decorum to use electronic comment icons in debate. Visual decorum will also be enforced; any vulgar or offensive image, video, or attire is prohibited. Such breaches of decorum shall be cause for an immediate removal by the Chair from the meeting. Removal of an attendee, will be announced and recorded in the minutes.
- F. Electronic Recording. No videotaping or other electronic recording is permitted during any of the proceedings (except by the host and/or secretary) unless approved in advance.

Rule 4. Convention Committees.

Proposed Resolutions, Platform Planks and amendments to the O'ahu County Bylaws must be submitted by April 4, 4:30 pm.

- A. Each Convention Committee shall convene at least once between April 6- April 27, 2025 via Zoom to consider submissions, to reformat, combine and/or revise submissions, and to adopt a committee report containing its recommendations that will be presented by the appointed chairperson or co-chairpersons of that committee.
- B. Detailed information regarding the 2025 Convention Committee's election procedures and meeting rules can be found in: *Appendix A - DEMOCRATIC PARTY OF HAWAII (DPH)- 2025 O'AHU COUNTY CONVENTION, CONVENTION COMMITTEES: SELECTION PROCEDURES & MEETING RULES*

Rule 5. Submissions to Platform, and Resolutions.

A. The proposers of all platform planks, bylaw amendments, and resolutions shall submit proposals in a Microsoft Word compatible format (8.5" by 11"), using Arial 10 font, with one-inch margins on all sides. Resolution proposals shall be no longer than one page. Each proposal submitted to the Platform Committee is limited to one platform plank. Each proposal shall be submitted by e-mail to the appropriate committee. Convention Committee emails are listed in the table below.

B. Email Submissions should include the following information in its subject line: 2025 OCD Convention *TYPE OF DOCUMENT*," where the words *TYPE OF DOCUMENT* " should be replaced with one of the following words: Resolution, Platform, or Rules. The body of the email should include the following information: type of document (Resolution, Platform Plank, or Bylaws Amendment), the title of the document, name of moving Delegate, and the software program (For example: Microsoft Word) used for submission. All submissions of proposed resolutions, platform planks, and rules amendments must be received before 4:30 pm on April 4, 2025.

Platform	oahuplatformcommittee@gmail.com
Resolutions	oahuresolutionscommittee@gmail.com
Rules (Bylaws)	oahurulescommittee@gmail.com

C. The Resolutions Committee will accept and consider resolutions that relate specifically and exclusively to O’ahu County issues and the work of the O’ahu County Committee and its committees. Resolutions, submitted in the prescribed format by the deadline, will be accepted and evaluated based on the following criteria, in priority order.

Resolutions:

1. Submitted by elected officials who are Democrats.
2. Aligned with the OCC’s five Legislative Priorities—affordable housing, public education, healthcare, climate change, and economic inequality.
3. Originating from a standing committee of the OCC.
4. Resolutions thanking a person or organization external to the OCC for supporting the work of the OCC.
5. From any O’ahu County Democrat provided that the resolution is specific to OCC issues and does not conflict with the platforms or resolutions of the Democratic Party of Hawaii or the Democratic National Committee.

D. All submissions must be supported by another member as a second which must be verified by a separate email to the respective committee email within the submission deadline.

E. Submissions not recommended by the designated convention committee must be included in their report but may only be considered at convention after all the recommended proposals have been considered and only if a 2/3rds vote of the delegates approves consideration. The motion to consider a proposal not recommended by the designated committee shall be undebatable.

- F. No floor submissions will be considered on the day of the Convention except for Courtesy Resolutions, at the discretion of the Chair.

Rule 6. Proposed Changes to the O'ahu County Bylaws shall:

- A. State the section and subsection of the Bylaw proposed to be amended.
- B. State the Bylaw provision again with changes, additions, or deletions set forth in Ramseyer format, i.e.,-strikethrough deletions and underline words to be added or inserted. EXAMPLE:
~~This section is being stricken.~~ This section is being inserted. This section is not being changed.
- C. State the rationale for the proposed change.
- D. If the proposal affects other sections of the Bylaws, identify those sections and state the appropriate changes.
- E. The proposers of all bylaw amendments shall submit proposals in a Microsoft Word compatible format (8.5" by 11"); using Arial 10 font, with one-inch margins on all sides. Each proposal shall be submitted by e-mail to the Convention Rules Committee. The Rules Committee email is listed in the table above. Submissions will only be accepted by email and should be submitted as described in Rule 5.B, above with "Bylaws" used as, "TYPE OF DOCUMENT".
- F. All submissions must be supported by another member as a second which must be verified by a separate email to the respective committee email within the submission deadline.
- G. Submissions not recommended by the designated convention committee must be included in their report but shall only be considered at convention after all the recommended proposals have been considered and only if a 2/3rds vote of the delegates approves consideration. The motion to consider a proposal not recommended by the designated committee shall be undebatable.
- H. No floor submissions will be considered on the day of the Convention.

Rule 7. Floor Participation.

Participation in the deliberations on the convention floor shall be limited to Delegates presenting official Delegate voting cards issued at registration to that Delegate. A Delegate wishing to speak shall use the public-address system and is entitled to speak only when recognized by the presiding officer.

- A. When recognized by the Chair, the Delegate must state the delegate's first and last name and district clearly.
- B. Delegates must use the appropriate microphone. A Delegate recognized to answer a request for information, parliamentary inquiry or to make a point of order only may not make any other motion, nor engage in debate, nor make any remarks for or against a motion being debated.
- C. All main motions and amendments made from the floor must be submitted to the presiding officer in writing and signed by the Delegate making the motion 24 hours in advance.
- D. Delegates recognized for a *Point of Information* or a *Parliamentary Inquiry* must immediately state their question upon recognition. A Delegate recognized to express a *Point of Information* or a *Parliamentary Inquiry* may not make any other motion, nor engage in debate, nor make any remarks for or against a motion being debated.

- E. A delegate shall stand in line at the floor mic. The Sgt.-at-Arms will monitor the order of pro and con speakers for each topic. When recognized by the Chair, the delegate must then immediately address the Chair and state their *Point of Order*. A delegate recognized to express a *Point of Order* may not make any other motion, nor engage in debate, nor make any remarks for or against a motion being debated.
- F. Requesting the Floor. Voting members who attend in person must stand in line at the floor mic and request recognition by the Chair to make a motion or speak in debate, and after being recognized by the Chair, will speak clearly, and state their name and district.
- G. Debate on each debatable motion shall be limited to two (2) minutes per speech, with a two-speech limit per Delegate on each debatable motion.
- H. The Chair may close debate after three delegates have spoken in favor and three delegates have spoken in opposition to the pending motion.

Rule 8 . Separate Consideration of Resolutions, Platform Planks, and Bylaw Amendments.

- A. Proposed Resolutions recommended in the Resolutions Committee Report shall be considered for adoption *in gross*. If a Delegate desires to amend any resolution or speak against the resolution submitted in the Resolutions Committee Report, the delegate shall submit the appropriate separation and/or amendment forms to the Parliamentarian twenty-four (24) hours prior to the Convention Call to Order. The Delegate who calls for such separate consideration of a resolution shall be recognized first to speak against and/or offer an amendment to the specified resolution.
- B. Proposed changes to the O’ahu County Democrats Platform recommended by the Convention Platform Committee shall be considered for adoption *in gross* . If a Delegate desires to amend any Platform Plank or speak against the Platform Plank submitted in the Platform Committee Report, the delegate shall submit the appropriate separation and/or amendment forms to the Parliamentarian twenty-four (24) hours prior to the Convention Call to Order. The Delegate who calls for such separate consideration of a Platform Plank shall be recognized first to speak against and/or offer an amendment to the specified Platform Plank.
- C. Proposed changes to the O’ahu County Democrats Bylaws recommended by the Convention Rules Committee shall be considered for adoption *in gross*. If a Delegate desires to amend any Bylaw Amendment or speak against the Amendment submitted in the Rules Committee Report, the Delegate shall submit the appropriate separation and/or amendment forms to the Parliamentarian twenty-four (24) hours prior to the Convention Call to Order. The Delegate who calls for such separate consideration of a recommended Bylaw Amendment shall be recognized first to speak against and/or offer an amendment to the specified proposal.

Rule 9. Voting.

- A. Voting will be conducted using iClicker software, voting cards or signed ballots. Each registered Delegate entitled to vote will be issued a “voting card” which the Delegate shall raise when called upon by the chair to express the Delegate's vote. No one except the Delegate to whom the voting card or iClicker is issued may use the iClicker or voting card to vote. Each Delegate must return the iClicker device and voting card issued to them at the end of the convention or if the Delegate must leave before adjournment. Any iClicker and or voting card left unattended or in the custody or use of anyone except the Delegate to whom it was issued will be confiscated by the Sergeant-at-Arms.
- B. Unless ten (10) Convention delegates object, motions will be adopted by general consent.

Rule 10. Nominations.

Candidates must have filed nomination papers with the county secretary or chair by 4:30 pm April 30th. Nominations shall not be accepted from the floor.

Rule 11. Elections.

At the 2025 Convention, elections will be held for the O'ahu County Chairperson and Vice Chairperson slate, County Secretary, County Assistant Secretary, County Treasurer, County Assistant Treasurer, and Ten (10) Regional Chairpersons. The election shall be decided by a majority of votes cast.

- A. Election shall be by an electronic poll (iClicker) or signed ballot unless there is only one (1) nominee for a position in which case election shall be by acclamation.
- B. In contested races, candidates may speak for two (2) minutes each. Delegates shall elect candidates for contested positions using a single, first poll or signed ballot provided
- C. The election shall be decided by a majority of votes cast. If no candidate receives a majority on the first poll, then a second poll or signed ballot between the top two (2) vote-getters shall be conducted.
- D. Ties on the second poll or ballot shall be decided by the flip of a coin.

Rule 12. Minutes.

The Chair shall appoint a Convention secretary to prepare the minutes of the O'ahu County Democrats 2025 Convention and shall be approved at a subsequent OCC meeting.

Rule 13. Parliamentary Procedures.

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Convention in all cases to which they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the Democratic Party of Hawai'i, the Bylaws of the O'ahu County Democrats, or these Standing Rules.