

# THE CENTRAL COMMITTEE BYLAWS OF THE REPUBLICAN PARTY OF LATAH COUNTY, STATE OF IDAHO AS AMENDED ON January 11, 2022

## ARTICLE I - OFFICIAL NAME

### Section 1. OFFICIAL NAME.

This Organization shall be known as THE CENTRAL COMMITTEE OF THE REPUBLICAN PARTY OF LATAH COUNTY, STATE OF IDAHO, or "the Central Committee".

## ARTICLE II - AUTHORITY AND PURPOSE

### Section 1. LEGAL AUTHORITY.

The Central Committee is formed pursuant to Idaho Code 34-502 and 34-505 and the Rules of the Republican Party of the State of Idaho. The Central Committee shall have all the powers and duties prescribed by state law and rules adopted by the Idaho State Republican Party conventions or the Central Committee itself.

### Section 2. PURPOSES.

The purposes of the Central Committee shall be:

- A. To be the governing body of the Republican Party in Latah County, Idaho.
- B. To establish all policy and procedures to be followed by the Latah County Republican Party.
- C. To perform those duties set forth in the Idaho Code and the Rules of the Idaho Republican Party.
- D. To select delegates to the Idaho Republican Party Convention.
- E. To recruit, nominate, and support candidates for the elected offices associated with governance of the people of Latah County, to maintain liaison with these representatives of the people after election to office, and to provide accountability for Republican values being demonstrated and upheld by these representatives.
- F. To collaborate in creating and maintaining that sound public opinion and high idealism which foster good government, justice, patriotism, and goodwill for the citizens of Latah County.
- G. To promote and preserve proper governance in a constitutional republic and respect for the same, civil discourse in the public square, and, above all, the God-given rights and freedoms of the citizens of Latah County as enumerated in the Constitutions of the State of Idaho and these United States.

# ARTICLE III - ORGANIZATION

## Section 1. MEMBERSHIP.

Membership of the Central Committee shall consist of the following:

- A. The duly elected Precinct Committee Officers for each election precinct established for Latah County and those PCOs who have been duly appointed by the Central Committee to fill interim precinct vacancies
- B. The Chair and First Vice-Chair, Second Vice-Chair and Third Vice-Chair hereinafter referred to as "Chair" and "Vice-Chair" respectively
- C. The State Committeeman and Committeewoman
- D. The State Youth Committeeperson
- E. University of Idaho College Republican Chair, advisory only on the Central Committee
- F. New Saint Andrews College Republican Chair, advisory only on the Central Committee
- G. The Central Committee Secretary
- H. The Central Committee Treasurer
- I. The Activities Committee Chair
- J. The duly elected Republican State Legislators of the Legislative District in which Latah County resides, advisory only on the Central Committee
- K. The Regional Legislative District Chair in which Latah County resides, advisory only on the Central Committee
- L. The State Legislative District Chair in which Latah County Resides, advisory only on the Central Committee.

## Section 2. OFFICERS.

The officers of this Central Committee shall consist of the Chair, First Vice-Chair, Second Vice-Chair, Third Vice-Chair, the State Committeeman and Committeewoman, the State Youth Committeeperson, the Secretary, the Treasurer, and the State Legislative District Chair, which includes all or most of Latah County.

## Section 3. EXECUTIVE COMMITTEE.

The Executive Committee shall consist of all of the officers, with the addition of one (1) Precinct Committee Officer elected by the Central Committee. Duly elected Republican State Legislators for the Legislative District, Regional and District Chairs, and the Activities Chair shall serve on the Executive Committee in an advisory role only, without a vote. A quorum of the Executive Committee shall consist of three (3) voting members of the Executive Committee. The Executive Committee shall meet at such times, places and frequency as may be determined by the Chair.

## Section 4. TERMS OF OFFICE.

- A. The term of office for Precinct Committee Officer shall be from the eighth day following the primary election until the eighth day following the next succeeding primary election, as set forth in Idaho Code 34-624(1) or its successor code.
- B. All Central Committee officers shall enter upon their official duties immediately upon election and hold office at the pleasure of the Central Committee or until their successors are elected.
- C. All standing committee chairs shall enter upon their official duties upon their appointment and confirmation and shall hold office at the pleasure of the Central Committee or until their successors are appointed and confirmed.

## Section 5. DUTIES OF OFFICERS AND MEMBERS.

The duties of the officers, standing committee chairs and members of the Central Committee shall be as follows:

- A. CHAIR. The Chair shall be the executive officer of the Central Committee and shall call and preside over all Central Committee meetings and the Executive Committee. The Chair shall be an ex officio member of all standing and special committees. The Chair shall represent the views of the Central Committee and shall attend meetings of the State Republican Party Central Committee in his or her capacity as a member of that body. The Chair shall perform such other duties as usually pertain to the officer having executive authority or as set forth in the Bylaws of the Idaho Republican Party and/or the Idaho Code. On or before February 1 of each year in which a general election is held, the Chair shall certify to the County Clerk the names and addresses of the Precinct Committee Officers of the Republican Party. The Chair shall, when authorized by the Central Committee, designate a person or persons to be polling place watchers or challengers. Such designation shall be provided in writing to the County Clerk in the manner set forth in Idaho Code 34-304 or its successor. The Chair is the chief spokesperson for the Central Committee.
  
- B. FIRST VICE-CHAIR – Presides as chair of the Organizational Standing Committee. In the absence of the Chair, the First Vice-Chair shall preside at all meetings of the Central Committee and of the Executive Committee. The Chair shall be considered absent whenever he or she is outside the boundaries of Latah County for more than seventy-two (72) hours or when notice of intended absence is given to the First Vice-Chair. The First Vice-Chair shall also perform such other duties as usually pertain to that office or are assigned by the Chair or the Central Committee. The First Vice-Chair shall also advise the Chair, Executive Committee, and Central Committee on matters pertaining to rules and the Bylaws and which shall be accessible at all meetings. The responsibilities of the Organizational Standing Committee are as follows:
  - 1) Regular review of Latah County Republican Bylaws and Rules.
  - 2) Review and presentation of resolutions for action by the Central Committee or to be presented to the State Central Committee.
  - 3) Coordination of the Latah county delegation to State Central Committee meetings and State Conventions.
  - 4) Coordination of training for new Precinct Committee Officers.
  - 5) Serve under the direction of the Chair/Executive Committee.
  - 6) Shall recruit and recommend working committee members for approval by the Central Committee.
  
- C. SECOND VICE-CHAIR – Presides as the Chair of the Communications Standing Committee. The Second Vice-Chair shall also preside in the absence of the Chair and First Vice-Chair. Responsibilities of the Second Vice-Chair are as follows:
  - 1) Compose all public statements on behalf of the Central Committee.
  - 2) Coordination with candidates and officials with publicity, branding, and communication.
  - 3) Produce newsletters, opinion-editorials, advertising, press releases, and event announcements.
  - 4) Strategy, operations, and maintenance of social media outreach and resources.
  - 5) All communications should be under the direction of the Chair/Executive Committee.
  - 6) Shall recruit and recommend working communications committee members for approval by the Central Committee

- D. **THIRD VICE-CHAIR.** The Third Vice-Chair shall preside in the absence of the Chair, First Vice-Chair and Second Vice-Chair and shall be the Chair of the Campaign Committee, the responsibilities of which are as follows:
- 1) Identify and recruit potential Republican candidates.
  - 2) Coordinate training for potential Republican candidates.
  - 3) Raise funds for the Central Committee.
  - 4) Assist in raising funds for bona fide Republican candidates after the primary election.
  - 5) Recommend a campaign headquarters location and budget for Executive Committee and Central Committee approval at least ninety (90) days before a General Election.
  - 6) Serve under the direction of the Chair/Executive Committee.
  - 7) Shall recruit and recommend working campaign committee members for approval by the Central Committee.
- E. **TREASURER.** The Treasurer shall receive all funds paid to the Central Committee and shall deposit the same in the official depository designated by the Executive Committee and shall disburse the same on the order of the Central Committee. For any expenditure or combination of expenditures exceeding \$1,000.00 shall be approved at any Central Committee meeting, written notice of such proposed expenditure(s) must be provided to each member and officer, by email or text at least seven (7) days in advance of said meeting. The Treasurer shall countersign all checks. The Treasurer's accounts and books shall at all times be open to the inspection of the Chair, the Executive Committee, and any authorized auditors. The Treasurer shall make a financial status report at each meeting of the Central Committee and at such other times as the Chair or Executive Committee may require. The Treasurer is authorized to expend funds for normal minor business expenses and supplies up to \$350.00, expenditures from \$350.01 up to \$1,000.00 with the approval of the Chair and without prior approval of the Central or Executive Committee. The Treasurer shall be available to advise Republican candidates and their campaign treasurers regarding compliance with Idaho financial disclosure laws for election campaigns.
- F. **SECRETARY.** The Secretary shall maintain the permanent records, both physical and digital, of membership, attendance, correspondence, and minutes of all Central Committee and Executive Committee meetings. The Secretary shall maintain a file of current state election laws, the Rules and Bylaws of the Idaho Republican State Party and the Central Committee, current precinct boundary descriptions and such other records as directed by the Chair. The Secretary shall submit to the proper officer all communications received from the National and State Republican Parties' Central Committees and shall submit all official reports required by the State Republican Central Committee, the Central Committee, or Bylaws. It shall be the duty of the Secretary to give proper notice of all meetings upon the direction of the Chair. Proper notice or written notice shall mean email or text communication to the address of record or, if no email or text address is on record, written notice delivered to the address of record for the Central Committee member. All documents of record shall be certified by signature and date by the Secretary and physically stored with the records of the Central Committee.
- G. **STATE COMMITTEE PERSONS (See Article IV).** The State Committeeman, Committeewoman and Youth Committeeperson shall perform those duties specified by the laws of the State of Idaho and the Rules and Bylaws of the State Republican Party, shall attend meetings of the State Republican Party Central Committee, and the Central Committee, as delegates of the Central Committee and shall perform such other duties as may be assigned by the Chair.

- H. STANDING COMMITTEE CHAIRS. Standing Committee Chairs shall call standing committee meetings and facilitate fulfilling the duties of their standing committees. Each Standing Committee Chair shall be responsible to the Central Committee Chair and shall make such reports as the Central Committee Chair shall direct.
  
- I. PRECINCT COMMITTEE OFFICERS. Precinct Committee Officers shall perform all necessary and appropriate activities, as outlined in the Precinct Committee Officer’s job description. Precinct Committee Officers may recommend persons for appointment to precinct election boards in the manner prescribed by Idaho Code 34-303 or its successor code. Each Precinct Committee Officer must at all times remain a qualified elector of his precinct, and upon changing his or her residence to a location outside the boundaries of his precinct, shall notify the Chair of said change not later than thirty (30) days after the effective date of such change of residence.
  
- J. SPECIAL ROLES.
  - 1) Auditing Chair. The Precinct Committee Officer appointed by the Central Committee shall serve as Auditing Chair and shall, with the assistance of an Auditing Committee appointed by the Auditing Chair and not consisting of members of the Executive Committee, make audits at least twice per year of the Central Committee’s accounts and records and submit a written report to the Central Committee at the next regular meeting.
  - 2) Parliamentarian. The Parliamentarian shall be appointed by the Chair to advise the Chair and members on parliamentary procedure and protocol based upon Robert’s Rules of Order. The Parliamentarian shall be present at all Central Committee meetings and such other committee meetings as requested. If the Parliamentarian is unable to attend a meeting, the First Vice-Chair shall serve as the Parliamentarian.

#### Section 6. REMOVAL OF OFFICERS.

Officers serve at the pleasure of the Central Committee or until their successors are duly elected. Said officers, if found unwilling or unable to perform the duties of their office as described herein, may be removed from office by the vote of two-thirds (2/3) of the duly elected Precinct Committee Officers present and voting after seven (7) days prior written notice to the vote at any regular or special meeting. Officers who are no longer bona fide residents of Latah County or have officially disaffiliated with the Republican Party shall be deemed to have resigned their office as of the date of their change of residence or the date of disaffiliation.

#### Section 7. REMOVAL OF PRECINCT COMMITTEE OFFICERS.

When any Precinct Committee Officer misses three (3) unexcused consecutive Central Committee meetings or is not reasonably performing the duties outlined in the Precinct Committee Officer’s job description the Chair shall contact via phone the individual to make an assessment. If there is no response to the phone call, the Chair shall, via certified letter, to the address of record on file with the secretary, notify the Precinct Committee Officer that if no written response is received by the Secretary within 30 days, the Chair will declare the precinct office vacant. The precinct office shall then be filled in accordance with the Central Committee’s Bylaws.

## ARTICLE IV - STANDING COMMITTEES

### Section 1. LIST OF STANDING COMMITTEES.

The Executive Committee and the Activities Committee are hereby established to support the Central Committee: Other standing committees may be created by a vote of the Central Committee as needed.

### Section 2. COMPOSITION AND REPORTING BY THE COMMITTEES.

Each standing committee shall be composed of a committee chair and such other persons who shall be appointed by the Central Committee Chair. Standing committee members, other than the committee chair, need not be members of the Central Committee, and shall serve for a term of one (1) year, commencing on the fourth Thursday of May of each year. Each standing committee shall be responsible to the Central Committee Chair and shall make such reports as directed.

### Section 3. EXECUTIVE COMMITTEE.

The Executive Committee shall make policy, Bylaws and amendments thereto, resolution, scheduling, budgeting and fundraising recommendations to the Central Committee. Not later than the fifteenth day of October of each year, the Executive Committee shall prepare a budget estimating income and expenditures for adoption by the Central Committee for the following calendar year. The Central Committee's books of account shall be audited annually by auditors named by the Central Committee. The Executive Committee shall determine the official depository or depositories of Central Committee funds and shall designate those who may sign checks. In case of the inability of persons designated to sign checks to perform that function, the Executive Committee shall designate those who shall act as substitute signatories.

### Section 4. ACTIVITIES COMMITTEE.

The Committee on Activities shall provide educational programs and/or guest speakers for monthly Central Committee meetings as directed by the Executive Committee. The Activities Committee shall procure space for, organize and manage the annual Lincoln Day banquet, the Latah county Fair booth, parades, and other special events sponsored by the Central Committee, and coordinate with candidates in non-primary events.

## ARTICLE V - MEETINGS

### Section 1. REGULAR MEETING.

The Central Committee shall meet monthly at such time and place as shall be determined by the Executive Committee. Notice of such meetings shall be provided in writing to each member and officer by the Secretary, mailed, emailed or by text at least seven (7) days in advance of each meeting. Said notice shall include the proposed agenda for the meeting, as determined by the Chair and/or the Executive Committee.

### Section 2. ORGANIZATIONAL MEETINGS.

Organizational meetings shall be called under the following conditions:

- A. The biennial organizational meeting of the Central Committee for the purpose of election of new officers shall be held in the City of Moscow at such time, date and location as shall be designated by the incumbent county chair. Said meeting shall be held within ten (10) days after the primary election on the fourth Tuesday in May of even-numbered years as set forth in Idaho Code 34-502 or its successor code. In order to ensure that the newly elected and duly certified Precinct Committee Officers do legally constitute the voting membership of the Central Committee, said meeting shall be held during the week following each primary election on Wednesday, Thursday or Friday of that week. The announcement of the biennial

meeting shall be given at least fourteen (14) days in advance and shall indicate the date, time, and place of the meeting.

- B. Special organizational meetings may be called upon the written petition signed by one-third (1/3) of the members of the Central Committee. The announcement of a special meeting shall be given to all Precinct Committee Officers at least fourteen (14) days in advance, and shall indicate the date, time, and place of the meeting.

### Section 3. SPECIAL MEETINGS.

A special meeting may be called at the discretion of the Chair and when deemed necessary by the Chair to consider urgent business of the Central Committee or upon the written petition signed by one-third (1/3) of the members of the Central Committee. All such meetings will be preceded by forty-eight (48) hours advance notice to all Central Committee members. A special meeting initiated by petition shall be held within one (1) week following receipt of the petition by the Chair. Members shall notify the Chair by email, text or telephone at least 24 hours prior to a meeting indicating if they are able to attend. If there is no evidence of quorum 24 hours prior to a scheduled meeting the Chair may cancel the meeting. At the discretion of the Chair, Central Committee may meet electronically via conference call or internet.

### Section 4. SUSPENSION OF REGULAR MEETINGS.

Regular meetings may be suspended on a month-to-month basis upon the vote of two-thirds (2/3) of the Executive Committee, provided notice of said suspension of meetings is given to all Central Committee members not less than seven (7) days in advance of the commencement of the period of suspension.

### Section 5. VOTING.

Only those persons holding membership as indicated in Article III, Section 1 herein shall have the right to vote, originate motions, and make nominations. There shall be one person, one vote. A member who holds more than one position or office has only one vote. The Chair shall vote as a tie breaker when restricted by state law. Proxy voting shall be permitted upon presentation of written proxy to be filed with the Secretary, before the meeting is called to order, on any matter except for the election of Central Committee officers, the election of delegates to the state convention, and nominations to fill vacancies in county offices. Only affiliated Republicans, as defined by state law, and residing in Latah County may vote as a proxy. No proxy shall be honored for more than one meeting. The rules for voting outlined in this section shall apply to all votes except the election of officers or appointments to vacant public offices. Said votes shall only be voted on by Precinct Committee Officers as defined in Article VII, Section 3.

ILLUSTRATION OF MEMBERSHIP VOTING PRIVILEGES

POSITION	Central Committee Voting Member	Central Committee Advisory Member	Executive Committee Voting Member	Executive Committee Advisory Member	Central Committee Officer
PCO	X		/a		
Chair	X		X		X
First Vice-Chair	X		X		X
Second Vice-Chair	X		X		X
Third Vice-Chair	X		X		X
State Committeewoman	X		X		X
State Committeeman	X		X		X
County Central Committee Representative	X		X		
State Youth Committeeperson	X		X		X
U of I Republican Chair		X			
New Saint Andrews Republican Chair		X			
Central Committee Secretary	X		X		X
Central Committee Treasurer	X		X		X
Activities Committee Chair	X			X	
State Legislators		X		X	
Regional Legislative District Chair		X		X	
Legislative District Chair		X		X	
Quorum	5		3		

/a = One PCO designated by the Central Committee

**Section 6. QUORUM.**

Five duly elected and present Precinct Committee Officers shall constitute a quorum at all meetings of the Central Committee, except for the biennial meeting for the election of officers, at which a majority of the duly elected Precinct Committee Officers shall constitute a quorum.



## ARTICLE VI - NOMINATION AND ELECTION OF OFFICERS

### Section 1. ELECTION.

The election of officers of the Central Committee shall be held only at an official biennial organizational meeting and as individual vacancies shall arise.

### Section 2. QUALIFICATION AND NOMINATION.

Any person who is a bona fide and recognized member of the Republican Party may be nominated and elected as an officer of the Central Committee, provided that he or she is a registered elector of Latah County. Such persons need not have been elected as a Precinct Committee Officer prior to being elected to the Central Committee office. Any duly elected Precinct Committee Officer may make nominations of such persons from the floor at the biennial organization meetings.

### Section 3. BALLOTING.

If more than one candidate is nominated for an office, election to that office shall be by secret ballot, which shall be counted by the Secretary and two members appointed by the Chair.

## ARTICLE VII - VACANCIES IN OFFICE

Any elected member desiring to resign from the Central Committee shall submit their resignation in writing to the Chair.

### Section 1. VACANCY-CHAIR.

Should a vacancy arise in the office of the Chair, the First Vice-Chair shall, within thirty (30) days of the occurrence of such vacancy, and after giving seven (7) days' notice, call a special meeting of the Central Committee to elect a new Chair. If such meeting is not called within thirty (30) days following the vacancy, the District Chair may convene the Central Committee to fill such vacancy.

### Section 2. VACANCY-OTHER OFFICES.

Should a vacancy arise in any other office, the Chair shall, within thirty (30) days of the occurrence of such vacancy, and after giving seven (7) days' notice, call a special meeting of the Central Committee to fill such vacancy. Such vacancies may also be filled at any regular meeting, provided it is held within thirty (30) days of the occurrence of the vacancy.

### Section 3. VACANCIES-PRECINCT COMMITTEE OFFICERS.

When a Precinct Committee Officer position is vacant, the Central Committee may fill such vacancy by election at the next regular meeting of the Central Committee. Election shall be by simple majority vote of the voting members in attendance at a Central Committee meeting wherein a quorum is present and shall constitute appointment within the meaning of Idaho Code 34-502. To address terms that may be used interchangeably in Idaho State Republican Party Rules and Idaho Code, the terms "appointed" and "duly elected" are equivalents. The Central Committee duly elects, via an appointment process permitted by Idaho Code, qualified individuals to fill vacancies in between alternating public primary elections. To be nominated for appointment, the individual must be a qualified elector of the precinct for which they are nominated and shall have attended at least two consecutive Central Committee meetings. Precinct Committee Officers elected by the Central Committee shall have all the powers and responsibilities of Precinct Committee Officers elected in the primary election, unless restricted by state law.

# ARTICLE VIII PUBLIC ACTIVITIES

## Section 1. COMMITTEE STATEMENTS.

The Central Committee shall seek by fair discussions at its meeting and in other ways to keep its members informed on all questions of public importance and any proposed legislation affecting the county, the state, or the nation. The Central Committee shall have the right to give expression by proper means its attitude on such public questions and such proposed legislation.

## Section 2. DETERMINATION OF PARTY AFFILIATION AND ENDORSEMENT.

The Central Committee may determine the political affiliation of candidates who file or declare an intent to file as Republican candidates for partisan county, or the office of Precinct Committee Officer and may endorse Republican candidates for said offices. The Executive Committee must establish the criteria for the determination of party affiliation.

## Section 3. PROCESS FOR ACTION.

The Central Committee shall take no action on any candidate endorsement, public question, resolution, or proposed legislation until the same shall first have been submitted to the Executive Committee, and the recommendations of the Executive Committee have been received and considered by the Central Committee.

## Section 4. PRIMARY ELECTION PARTISAN CANDIDATE SUPPORT

No candidate, irrespective of their nomination by a primary election, shall receive consideration for an endorsement, funds, or support from the Central Committee or its officers without first delivering to the Third Vice-Chair signed affirmation from the candidate that:

- A. The candidate has read and agrees with the Idaho Republican Party Platform as written OR the candidate has read and agrees with the Idaho Republican Party Platform in substance but takes exception to specific and enumerated portions provided in writing to the Third Vice-Chair,
- B. And:

○ The individual is registered as an Idaho voter	
<ul style="list-style-type: none"> <li>• Be registered to vote within the Idaho Secretary of State voter registration system,</li> <li>• Have an affiliation of “Republican” within the state’s voter system</li> </ul>	
○ The individual has filed appropriate state candidacy forms	
Candidates For This Office...	Must Provide Evidence of Filing...
Statewide, Congressional, or Legislative	Form C1 with the Idaho Secretary of State Elections division
County Commissioner, Sheriff, or Prosecuting Attorney	Form EC-10x with the Latah County Clerk
City Council or Mayor	Forms EC-3A and 3B with the Latah County Clerk

For Any Local Special/Taxing District	Forms EC-1A and 1B with the Latah County Clerk
<b><input type="radio"/> The individual has made their candidacy public by...</b>	
Providing the URL of an active campaign website	OR Providing a copy of a recent publicly released announcement of candidacy

The above criteria are established as a minimum requirement, and the Central Committee may develop additional criteria in order to promote fiscal responsibility and legitimate use of Central Committee resources.

### Section 5. PROCESS FOR PASSED RESOLUTIONS

All Resolutions passed by the Central Committee shall be in effect for two (2) years and shall be:

- A. Published on the Central Committee’s official website,
- B. Specify the action to be taken by the resolution, whether simply a public statement or calling a specific individual or entity to action,
- C. Have the date adopted and the date of expiration, and
- D. Sent to each individual or entity referenced in the resolution.

## ARTICLE IX - DISSOLUTION

In the event that the Central Committee is dissolved, or otherwise ceases operations, and there are funds or other assets remaining after obligations are paid, and the Executive Committee makes no provision for the distribution of these funds or other assets, then the Treasurer shall pay over such funds or donate such assets to the State Republican Party.

## ARTICLE X - RULES OF ORDER

### Section 1. PARLIAMENTARY AUTHORITY.

The current edition of Robert's Rules of Order shall be the parliamentary authority for all matters of procedures not specifically covered by these Bylaws, a copy of which shall be present at each meeting over which the Chair or Vice-Chairs preside.

### Section 2. TRAINING ON PARLIAMENTARY AUTHORITY.

Training shall be initiated by the Parliamentarian of the Central Committee at least once a year for Central Committee members and other interested parties.

## ARTICLE XI - AMENDMENTS AND RULES

### Section 1. AMENDMENTS.

Any amendment of these Bylaws, if in conformity with the laws of the State of Idaho and the Rules of the Republican Party of the State of Idaho may be adopted by two-thirds (2/3) vote of the committee members present at any meeting of the Central Committee, provided written notice of the proposed amendment shall have been given to the members at least two (2) weeks prior to the meeting.

## Section 2. SPECIAL RULES.

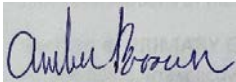
Special rules for the effective governance or operation of the Central Committee or its subdivisions may be adopted from time to time and be added to these Bylaws as an addendum so long as said rules are not in conflict with the Bylaws and are limited in scope to one (1) topic. The process for adoption of amendments shall also apply to the adoption of rules.

## ARTICLE XII - PRIOR BYLAWS

These Bylaws supersede and replace in their entirety, any and all Bylaws, rules, or policies heretofore adopted by the Central Committee without exception and including all amendments, excepting any rules or policies adopted by the Central Committee within 90 days of the adoption of these Bylaws. If Bylaws are in conflict with State law, State supersedes the Bylaws. If any section of the Bylaw is found to be in conflict with State law or invalid, the conflict or invalidation does not invalidate the remainder of the Bylaws.

We hereby certify that the foregoing Bylaws of the Central Committee were adopted by a two-thirds (2/3) vote of the members present at the meeting of the Central Committee on January 11, 2022.

Signed,

A handwritten signature in blue ink that reads "Amber Brown". The signature is written in a cursive style and is contained within a light gray rectangular box.

Amber Brown, Secretary



# Latah County Republicans

## Special Rule: Grievance Process

### **Special Investigative Committee**

Upon receipt of a duly submitted grievance against a locally elected Republican, the Central Committee will convene a Special Investigative Committee (SIC).

#### **Charter**

To receive and review any grievance, to discover and inspect the facts in a fair and unbiased manner, to submit an analysis of those facts in the form of the SIC's findings, along with an accompanying recommendation for action, to the Executive Committee for the purposes of scheduling and to manage broader communications.

Discovery by the SIC includes an invitation to the accused Republican to meet with the SIC so that the proverbial "other side of the story" can be heard in an impartial manner—which is an attribute of the Golden Rule which we resolutely cherish and uphold.

#### **Parliamentary procedures: Robert's Rules of Order 12th Edition (RONR), Chapter XX Section 63**

Outline of a fair grievance process:

1. Confidential investigation by a convened SIC
2. Confidential report of findings from the SIC including any recommendation(s) to the Executive Committee
3. Formal notification of findings by the Executive Committee to the accused local Republican
4. A report from the Executive Committee to the Central Committee for action
5.
  - a. Formal notice to the accused local Republican of the Central Committee's action
  - b. A hearing if recommended or required

#### **Membership**

The SIC will consist of five members appointed from the Central Committee. The members of the committee will be selected for known integrity and good judgement.

The chair of the committee will be appointed by the Executive Committee. Voting by the Central Committee for PCO committee members will occur by nomination and secret ballot:

During the PCO nomination process by the Central Committee, if there is an objection to any nominee at the point of nomination, then the nominee's name will be immediately placed before the Central Committee with the question, "Should the nominee be included on the ballot?" with the question requiring a majority vote for the nominee to be placed on the ballot. Nominations of up to six PCOs will occur. Each voting member will cast a ballot for up to four nominees. The four individuals with the most votes are appointed as members of the committee and the remaining two will be alternates. A PCO lodging or carrying a complaint cannot serve on the SIC and an alternate will take the seat.

## Latah County Republicans • Special Rule: Grievance Process

1. Chair – Appointed by Executive Committee
  2. PCO –\*
  3. PCO –\*
  4. PCO –\*
  5. PCO –\*
- Alternates x 2\*

\* PCOs appointed by nomination and vote of the Central Committee

### Scope of Work

1. As the result of an affirmative vote by the Central Committee, the SIC will be convened, and the confidential nature of its work will begin.
2. The SIC will first develop a timeline and detailed plan for the investigation. The timeline and plan will be delivered to the Executive Committee.
3. Investigation, discovery, and documentation of the concerns or issues:
  - a. All factual evidence which clearly illustrates the accusation(s) must be included within the SIC's written work product.
  - b. All oral statements and arguments that will be presented to the Central Committee in support of findings and recommendations must be included within the SIC's written work product.
  - c. All evidence substantiating any accusations must be offered in a form that can be distributed via email.
  - d. Information that is determined to be hearsay or secondhand information by the SIC shall be identified as such in the final report and shall not be used to recommend charges against the accused.
  - e. New accusations will not be included once the investigation process has been completed.

4. Report recommendations: The options for the SIC's recommended action could be as simple as dismissing the grievance, or issuing a form of written reprimand, or censuring the accused Republican, or a hybrid of the options depending on the complexity of the grievance.

When used, censure is a tool of the Central Committee to declare, via resolution, its resounding disapproval of the elected Republican's performance.

5. At the conclusion of the investigation, the SIC will forward its confidential report to the Executive Committee. The Executive Committee will develop an agenda topic for a future Central Committee meeting.

# Latah County Republicans • Special Rule: Grievance Process

## Hearing Purpose, Outline and Details

### The Purpose of the Hearing

When the SIC recommends a hearing to the Central Committee, then: A hearing will promote a transparent Central Committee conversation regarding any portion of a formally filed grievance for which the facts of the Party's SIC, following a fair and balanced due diligence process, finds violations within the following scope:

One or more *wholly unmitigated\** violations of the Idaho Republican Party Platform, the Idaho State Constitution, and/or the U.S. Constitution or conduct that is unbecoming by any local elected Republican (state legislative level and lower offices), or

Regarding a Precinct Committee Officer, one or more *wholly unmitigated* violations of the Idaho Republican Party Platform, the Idaho State Constitution, and/or the U.S. Constitution or any conduct that is unbecoming and/or one or more wholly unmitigated violations of the Latah County Republican Bylaws.

\*Recognizing that differences of focus or opinion are cherished rights among Americans, *wholly unmitigated* means that the original grievance relies on a statement:

- Existing clearly within the documents in scope of the hearing, and
- About which at least one clear counterbalancing statement from these documents was not offered as justification by the Republican who is the subject of the grievance.

Where counterbalancing statements exist, it is not within the SIC's role or authority to prioritize such statements. That a counterbalancing statement exists results in a specific aspect of any grievance being nullified and therefore not a violation.

The hearing will be open to attendance by members of the public. The hearing will include an open comments segment for non-voting members of the Central Committee—subject to the rules provided herein.

The hearing will culminate with deliberation and a vote by the members of the Central Committee on balance, measuring the elected Republican's presentation in response to the fact-based violation(s).

### Preparatory main motions to the Central Committee:

1. The Chair will designate a parliamentary team to assist the Chair during the hearing.
2. Stipulate the use of the Idaho voter registration file, with a voter registration deadline of [the DATE the file will be obtained for voters in the 6<sup>th</sup> Legislative District] as the means

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of validating both Republican affiliation and residency validation for non-voting members of the Central Committee who wish to speak during the open comments segment.

3. Direct during the public open comments phase of the hearing, that:
  - a. Non-voting members of the public may attend the hearing and a notice that those in attendance must abide by decorum and respect of the highest standard, and
  - b. That a public comment segment, of a reasonable specified time duration, be incorporated into the hearing—provided that:
    - 1) Any such individuals wishing to speak during the comments segment must be currently registered in the Idaho voter registration file as a Republican, and reside within the Idaho 6<sup>th</sup> Legislative District,
      - a) Such individuals must register to speak prior to the start of the meeting, providing their full name, address, phone number and indicating for or against the grievance. A check-in form will be made available at the hearing.
      - b) Such comments will be subject to an individual time limit, the speaker's comments must be directly related to and constrained to the accusation(s) within the SIC's report, and the speaker consents that they will conduct themselves with decorum—all as a condition of having access to a microphone provided by the hearing.
    - 2) Speakers will be selected on a first come first serve basis, alternating between those for and against the grievance until a total allocated public comment time has expired.
    - 3) That no further public comments be allowed outside the predetermined time duration established by rule, and
    - 4) The public comment segment be placed at a logical point on the hearing timeline to create the least amount of disruption to the Committee's business,
    - 5) That a microphone moderation process be developed to manage the points in 5. A. 1) and 2) above.
4. Wherever possible within Central Committee debate or the public comment segment, pro and con arguments and points will alternate, pro argument and then a con argument. If one side lacks speakers, the other side may make consecutive points, subject to the other hearing rules, until such time as a qualified speaker arises to speak to the counter point.
5. The Party Chair will direct the reading, from the SIC's findings, of any grievance which rises to the level of violation.
6. The SIC will bring a resolution reflecting the findings and their recommendation, in order for the resolution to be transferred into a motion. Any motion related to the SIC's work being moved to debate must limit debate to the scope of the final report of the SIC's due process work.
7. Presentation of each alleged violation:
  - a. A designated individual from the SIC reads the first violation,
  - b. The elected Republican makes their presentation,



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- c. The Central Committee makes its presentation,
- d. The elected Republican makes a rebuttal.

Repeat this process through each violation.

- 8. Any motion for a vote on the violations must occur after all the violations have been presented. At the time such a motion is made:
  - a. Any violation may be removed by proper procedure because the body does not feel the violation rises to the level of consequence, but
  - b. No new violations may be added to any motion within the hearing for which the SIC, relative to this hearing's purpose, has not already found a violation.
- 9. At the conclusion of debate on any remaining violations that the Central Committee deems to warrant any degree of consequence, then the potential consequences not otherwise prohibited by the authority granted to the County Party by state law or Idaho Republican Party rule include:
  - a. A reprimand to the Republican with any future performance conditions specified
  - b. A censure
  - c. Removal from their elected office (limited to Precinct Committee Officers)
- 10. Hard deadlines for each phase of the hearing will be established at the beginning of the hearing.

NOTE: For the purpose of the hearing, a document will be distributed to PCOs which contains any grievance rising to the level of violation, numbered in sequence, with room for the PCO to make notes during the Presentation phase of the hearing.

### Authority

The hearing is the concluding component of a Grievance Process which reflects the authority and the responsibility of the governing body of Latah County Republicans, which is comprised of the duly elected members of the Central Committee, in accordance with the laws of the state of Idaho, to seek clarity and accountability of elected Republicans.

**By approval of the Latah County Central Committee. Update history:**

April 25, 2023 – Foundational rules adopted

**Signed by:**

**Amber Brown, Secretary** \_\_\_\_\_

**Date:** \_\_\_\_\_