**Rules and Guidelines**

Selection of Nominees for

Laramie County Commissioner

By the Laramie County Republican Party

Central Committee

# THIS NOMINEE SELECTION PROCESS SHALL BE

# CONDUCTED IN ACCORDANCE WITH ROBERT RULES

# OF PARLIAMENTARY PROCEDURE.

**1**. All rules, time limits, procedures, guidelines and other format decisions not specifically outlined by state law or Republican State Party bylaws shall be determined by the Chairman of the Laramie County Republican Party (referred to in these guidelines as “Chairman”) as outlined in this document or by the Chairman should a circumstance arise not specifically covered by Wyoming state statutes, State Party bylaws or these rules. Changes to these rules or altering of the decisions of the Chairman may be made by passage of a vote of a majority of central committee members and proxies thereof in attendance of a duly moved and seconded motion made by a central committee member.

**2**. **Recessing:** The Chairman may, at his sole discretion, recess the meeting for up to fifteen (15) minutes for any purpose during the meeting of the Central Committee. Recesses of any time length of the proceedings may be made by a successful motion from the floor.

**Members of the Laramie County Republican Party Central Committee:**

**3.** Laramie County Republican Party Precinct Committeemen and Precinct Committeewomen shall constitute the pool of eligible voters. They must be duly elected or appointed as prescribed by state statutes and State Party bylaw no less than 30 days before the vacancy occurred. The central committee shall select three persons from among the qualified nominees. These three names shall then be submitted to the Laramie County Board of Commissioners. The County Commissioners, shall select one of the three (3) nominees to fill the vacancy in the Office of Laramie County Commissioner.

**4.** **Credentials Committee:** The Chairman shall, prior to the Central Committee meeting, appoint an odd number of persons, at least three (3), to constitute the Credentials Committee. The Chairman shall officially appoint these committee members at the Central Committee meeting. They shall report to the Chairman the number of qualified precinct committee persons present and the number of valid proxies present.

**5.** **Proxy Voting:** A precinct committee person eligible to vote, but unable to attend the Central Committee meeting, may give his or her signed, written proxy which conforms to the State Party bylaws to a designated person who is a registered Republican of the same precinct.

**6.** **Teller Committee:** The Chairman shall, prior to the Central Committee meeting, appoint an odd number of persons, at least three (3), to serve on the teller committee to tally and report the votes of the central committee for the three nominees for Laramie County Clerk. The Chairman shall officially appoint the tellers committee members at the Central Committee meeting.

**7. Sergeant-at-arms:** The Chairman shall, prior to the Central Committee meeting, appoint a Sergeant-At-Arms to assist and direct the nominees in an orderly and timely fashion, especially during the candidates’ statement period.

**8. Official Time Keeper**: The Chairman shall appoint an official time keeper to enforce time limits for periods requiring time limits.

**Nominations:**

**9.** **Nominations:** Intent to be a candidate for the vacancy replacement for Laramie County Commissioner can be made by downloading the application on the Laramie County Republican Party web site, [www.laramiecountygop.com](http://www.laramiecountygop.com), filling it out and submitting it, along with a one (1) page cover letter, up to a two (2) page resume, and Dani Olsen, Laramie County Republican Party, via email to lcgopcc@gmail.com **no later than 5:00 pm, Tuesday March 10th, 2020.** The application, letter and resume will be referred to as “Candidate Informational Packets.” No other extraneous materials will be accepted. Any letter or resume exceeding the number of pages previously defined will be thrown out and not be made available to the Selection Committee.

When all of the Candidate Informational Packets have been received, they will be scanned and made available to the Central Committee via email and on the Laramie County Republican Party website. Hardcopies will be made available to the Central Committee at the date of the Special Meeting.

**10. Time-Limits:** The Chairman may impose and/or change time limits at his discretion. The Chairman retains the right of discretion to allow a person to finish a statement beyond the time limit.

**11. Residency and Registration:** Any question of party affiliation, registration, residency, or eligibility of a nominee shall be directed to the Chairman who shall base his decision to the question on information contained on the current registered Republican voters list supplied by the Office of the Laramie County Clerk.

**12. Campaign Materials:** Nominees may distribute campaign materials to the Central Committee members prior to voting.

**Statements:**

**Part I:**

**13. Statements of Nominees**: Each of the nominees or their designees (here in after included in the term **nominee**) may make a statement up to five (5) minutes in length. Each nominee will present their statement one at a time to the Central Committee members. Nominees not addressing the committee will be held in a holding room. Nominees will be ushered one at a time by the Sergeant-At-Arms, in a timely and orderly fashion, to and from the holding room. Speaking order will be determined by a random drawing by the Teller Committee. Any nominee who is also a member of the Central Committee, except for the right to cast votes, shall be considered a nominee in all other respects.

**Part II:**

**14. “Primary” Vote**: Should there be more than (7) nominees, a primary election shall be held to reduce the field to six (6) nominees. Each Central Committee member may vote for up to six (6) nominees. The Teller Committee shall distribute the ballots to the eligible voting members and assigned proxies. Upon completion of the balloting, the Teller Committee shall, in view of the Central Committee and the gallery, tally the results after having announced the total number of ballots cast. The Teller Committee will then report the top six (6) vote getters to the Chairman. In case of a tie for the sixth position, there shall be an immediate secret ballot to select one from among the two or more tied nominees to fill the sixth position. If a tie still exists the nominees shall draw lots to determine which one will occupy the sixth position.

If there are six (6) or less nominees, the process will move forward to the Final Selection Vote.

**15. Final selection vote:** The final nominees will participate in a question and answer session. Written questions will be submitted from the members of the Central Committee, or their duly appointed proxies. The Chairman, or an appointed designee, will then select 3 questions to ask each of the candidates. The candidates will have up to two (2) minutes to answer each of the questions.

When each of the final nominees has participated in the questions and answer session, the Central Committee shall move to the final vote.

**16.** **Final Vote:** After the question and answer period, voting by secret ballot will commence for three (3) nominees from among the final nominees. The Teller Committee shall distribute the ballots to the eligible voting members and assigned proxies.

Each eligible voting precinct person and assigned proxy may vote for up to three (3) nominees on a ballot.

Upon completion of the balloting, the Teller Committee shall, in view of the members, tally the results after having announced the total number of ballots cast. After counting the ballots the Teller Committee will then report the top three (3) vote getters to the Chairman.

**17.** **Disqualified ballots:** A ballot containing more than three (3) nominee’s names shall be declared void in its entirety by the Teller Committee and not counted toward the vote total. An illegible name(s) on a ballot may be voided by a majority vote of the Teller Committee without disqualifying any remaining legible names on a ballot.

**18. Tied Nominees:** In the event of a tie on the first ballot that creates more than three (3) nominees, the teller committee shall distribute blank ballots for the members to vote to break the tie as directed by the Chairman. In the event of a tie after the second ballot there will be a repeat vote in an effort to break the tie. If after the third ballot there is still a tie, the Chairman may flip a coin or draw lots to break the tie.

 **19. Final Three (3) Nominees:** The three (3) nominees receiving the most votes and, if applicable, the winner(s) of the above described tie-breaking procedure shall be the nominees for Laramie County Commissioner. These three (3) nominee names shall then be submitted to the Laramie County Commissioners.