



# **SPOKANE COUNTY REPUBLICAN PARTY**

**Champions and Defenders of Faith, Family and Freedom**

**Spokane County Republican Party Candidates Committee PCO Recommendation Voting Assembly**

**Saturday, June 21<sup>st</sup>, 2025**

## **ORDER OF BUSINESS**

The Order of Business Shall Be:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Welcome, Opening Remarks
5. Appointment of Secretary and Seargent-at-Arms
6. Credentials Report – Brian Boyer
7. Vetting Committee Chairs' Presentations of Candidates - PCO Comments after each position is presented.
  - Dennis Reed – School Board Candidates
  - Morna Gilbert – City Council Candidates
  - Wayne Howerton – Fire and Water District Candidates
  - Tim Kinley – Judicial Candidates
8. Voting for Candidates
9. Second ballot(s) as needed
10. Announcement of Results
11. Adjournment

Rules for this Meeting as approved by the Candidates Committee.

## **Candidates Committee Recommendation/Endorsing Assembly Meeting Rules**

1. This is a Candidates Committee PCO invite event where only credentialed Republican PCOs may vote. All PCOs must check-in and show ID to receive a candidate summary packet and ballot(s). Candidates and public are welcome, only PCOs will be allowed to vote.
2. The Candidates Committee Recommendation/Endorsing Assembly Meeting will be conducted under these rules as published unless otherwise changed by the Committee. This event will be conducted according to the SCRCC Bylaws, Policies and Procedures and Robert's Rules of Order (Revised). No quorum of PCOs is required for this event.
3. The Candidates Committee Chair shall Chair the event or designate a Candidates Committee member to chair the event in his or her absence.
4. The Chair will appoint a Secretary to record key events including PCOs recognized to speak and the PCO's position for said candidate (Support or Oppose) i.e. "Jane Doe, PCO 1234, Candidate, Support or Oppose." and election results.
5. District Leaders and their designated volunteers shall assist in the PCO check-in process and can assist in tellering, ballot counting and observation.
6. Precinct Captains and Guests may be invited by the Candidates Committee to assist with check-in, ballot distribution, vote counting and other administrative tasks.
7. The Credential Committee and/or designated members and volunteers will tally the total number of credentialed PCOs present. This number will be used as the basis for total ballots allowed during the voting process. Results of the voting will be determined by the number of legitimate ballots (electronic and paper) cast per these rules.
8. At check-in, each PCO will receive a candidate summary organized by position which will include the candidate's name and Vetting Committee score. Each PCO will receive a Sample Ballot on which to note their preferred candidate as Candidates are introduced and debated. The sample ballot will include a QR Code for generating a Random Unique ID for voting, as well as the QR code for actual voting. The QR Code for Voting will not be active until voting commences. It will be de-activated once voting is announced as completed.
9. Each PCO who desires to use electronic voting, shall use the Unique Number Generator QR Code or web link to create their own unique number for voting ID. Those who do not wish to use the electronic voting method shall be given paper ballots when voting commences.
10. Vetting Committee Chairs or their appointed representative will present the candidates for their respective race(s).
11. PCOs will have the opportunity to speak in support of or in opposition of the candidate after the candidates for each position have been presented. Once recognized by the Chair, the PCO will announce his or her Name and Precinct Number and indicate if they support or are opposed to the candidate and why.
12. PCOs are limited to one 30-second comment per candidate, unless in the judgement of the Chair, the PCO should be recognized a second or subsequent time to address a specific issue or question.
  - a. PCOs are encouraged to submit written remarks to their Subdistrict Leader prior to the scheduled meeting. The remarks will be included in the official Meeting Record as submitted.
13. Comment period for each position is limited to 5 minutes. The Chair may extend the comment period for an additional time period if in his or her judgment, the extension is warranted based on fairness to the candidate and/or the process.
14. Once all races and candidates have been presented, voting will be opened.

15. Each credentialed PCO who wants to use the electronic voting method may immediately enter their Unique Voter ID they generated into the electronic voting form (via QR code or direct web link) and submit their vote on the electronic form.
16. Those who wish to use a paper ballot to vote will return to their respective District table to receive a paper ballot, and sign/initial on the sheets provided indicating they have received a paper ballot. They may then fill in and submit their ballot confidentially at the same table, at which point a notation will be made that that ballot has been returned.
17. Counts will be taken of how many paper ballots were issued and returned at each District table. All paper ballots will then be collected and given to the counting team. The counting team (Tellers) will count all ballots again then tally the votes. The paper ballot counts at the tally tables will be compared to each District's ballots issued and received to verify no additional ballots were entered into the process inappropriately.
18. Each PCO will vote for his or her Recommended candidate, one vote per position.
  - a. Votes on paper ballots shall be a check or X next to a single candidate's name or next to "Both" (when wanting to recommend both candidates for a position) or "None of the above." Electronic votes shall follow the electronic form which also allows for only a single candidate selection or "Both" (when two candidates) or "None of the above" selections.
19. A candidate or the selection "Both" must receive 50% + 1 vote based on the count of all PCO ballots entered electronically and paper ballots cast for that race.
  - a. Where there are 2 candidates for a single race, and in the event that neither candidate or "Both" receive more than 50% + 1, then a second ballot will be conducted by hand vote or "division" for that race with only the top 2 vote recipients, including "Both" or "None of the above" if that option is one of the top 2 vote recipients.
20. Two (2) or more person teams (number of teams as needed based on number of paper ballots issued) shall count the votes and report the results to the Credentials Committee team, who will review and tally the total votes and then submit those results to the Candidates Committee Chair. Candidates or their representatives are welcome to observe this process.
21. Electronic votes will be reviewed with a team of at least 2 Credential Committee members or other non-candidate related persons. Comparisons will be made during this process to ensure that only PCOs present have voted, and those who received paper ballots did not also vote by electronic means or vice-versa.
22. These results will be added by the Credentials Committee to the tallies of the paper ballots to provide total, complete and accurate voting results. The Credentials Committee will then submit the final results to the Candidates Committee Chair.
23. The Candidates Committee Chair will announce the Recommended and/or Endorsed Candidate Results.
24. A motion to adjourn from a Candidates Committee member will close the meeting.
25. Immediately following the Candidates Committee Recommendation/Endorsing Assembly meeting the SCRCC Chair shall convene a meeting of the Board for the sole purpose of approving (or not approving) the results of the Recommendation/Endorsing Assembly. A 50% quorum is required for this meeting.
  - a. A majority vote is required to pass the motion to approve the results.
26. No photographs, video or voice recordings will be permitted. Anyone who violates this rule may be asked by the Chair to leave the meeting and exit the building.
27. This is a Candidates Committee event; all PCOs are invited by the Committee to attend and participate; **Proxies for PCOs are not allowed.**
28. According to the Policy and Procedures approved by the SCRCC Executive Board, any disruption of the proceedings may result in the person(s) involved in such disruption being removed from the event and premises, or in further legal action as appropriate.