

Chair's HWVIC Reform Proposal – Revised 11/2023

ARTICLE II. MEMBERSHIP

Section A. TYPES OF MEMBERS

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3. Ex-Officio Members

a. Ex-Officio Members of This Committee shall be the following, if registered to vote in Los Angeles County:

(i) Incumbent office holders of the following offices who are registered to vote as Democrats: United States President, United States Vice President, United States Senate, United States House of Representatives, a California state constitutional office, the California Assembly or the California State Senate; the Los Angeles County Sheriff, the Los Angeles County District Attorney, the Los Angeles County Assessor, or a member of the Los Angeles County Board of Supervisors;

(ii) The most recent Highest Finishing Democrat for the following offices: United States Senate, United States House of Representatives, a California state constitutional office, the California Assembly or the California State Senate;

(iii) Statewide Chairs or Presidents of official or chartered statewide Democratic Party Organizations; and Statewide Special Group Caucuses;

(iv) Members of the Democratic National Committee;

(v) State Officers of the California Democratic Party;

(vi) Assembly District Representatives to the Executive Board of the California Democratic Party;

(vii) The Chair of This Committee at the expiration of the immediately preceding term of office for Elected Members of This Committee;

(viii) The Treasurer of This Committee, appointed under Article VI.A;

(viii) The Legal Counsel of This Committee, appointed under Article VI. B.

(ix) The Compliance Officer of This Committee, appointed under Article VI. C.

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ARTICLE IV. OFFICERS

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Section B. DUTIES OF OFFICERS

1. Chair

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b. The Chair shall preside at all meetings of This Committee and the Policy Committee, shall appoint, and may at his/her discretion remove, a Parliamentarian, Chairs of Standing Committees and such special committees as are required to carry out the program of This Committee, Legal Counsel, a Treasurer, a Compliance Officer and a Sergeant-at-Arms.

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ARTICLE VI. TREASURER, LEGAL COUNSEL AND COMPLIANCE OFFICER

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Section C. COMPLIANCE OFFICER

1. The Chair of This Committee, subject to approval by the Policy Committee, shall appoint a Compliance Officer: to receive complaints under the code of conduct, and/or the anti-harassment and/or anti-workplace violence policies promulgated by This Committee or its Policy Committee; to conduct or supervise the investigation of any such complaints; to prepare such reports and correspondence as are necessary for the disposition of such complaints; and to otherwise assist the standing committee on Harassment, Workplace Violence and Incivility and/or the Chair of This Committee with the discharge of their duties with respect to such code of conduct and/or anti-harassment and/or anti-workplace violence policies.

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2. Notwithstanding any other provision of these Constitution and By-laws, subject to the approval of the Policy Committee, the Compliance Officer may be compensated by This Committee as an independent contractor on an as-needed basis.

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ARTICLE VII. COMMITTEES

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Section A. POLICY COMMITTEE

1. a. The Policy Committee of This Committee shall be the officers of This Committee, the Co-Chairs of Standing Committees, the Sergeant-at-Arms and the Regional Endorsement Coordinators: a quorum being ten (10) members consisting of at least four (4) County-Wide Officers, three (3) Regional Vice-Chairs, and three (3) other members. For purposes of any Policy Committee meetings during the first sixty (60) calendar days after the Organizational Meeting of This Committee, a quorum of the Policy Committee shall consist of a majority of the County-Wide Officers and Regional Vice-Chairs who, at the time of the meeting, are current members of This

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Committee.

b. While both shall be ex officio members with the right to speak, neither the Treasurer, nor the Legal Counsel, shall have a vote on the Policy Committee, nor count towards a quorum.

c. The Compliance Officer shall represent the Harassment, Workplace Violence and Incivility Committee on the Policy Committee with the same rights, responsibilities and obligations as a Co-Chair of the other Standing Committees.

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Section B. OTHER STANDING COMMITTEES

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5. a. There shall be a Harassment, Workplace Violence and Incivility Committee, which will work with the Compliance Officer to supervise the investigation of allegations of any code of conduct or anti-harassment and/or anti-workplace violence policies promulgated by This Committee or its Policy Committee. The Harassment, Workplace Violence and Incivility Committee shall determine when an investigation is complete and attempt to reach a consensual resolution of any such complaint. If the Harassment, Workplace Violence and Incivility Committee is unsuccessful in reaching a consensual resolution, it shall refer the record of the investigation and any recommendations concerning proper disposition to the Policy Committee for the Policy Committee's consideration. If there is a consensual resolution, the Harassment, Workplace Violence and Incivility Committee will send a written record of the investigation and resolution to the Policy Committee which shall cause it to be filed with the records of This Committee and which also shall publicize the record and resolution to the extent the Policy Committee deems appropriate.

b. The Harassment, Workplace Violence and Incivility Committee shall be composed of the following members:

(i) The Chair of This Committee or highest-ranking officer not involved in the complaint if the Chair is involved in the complaint. The Chair or such other highest-ranking officer shall be the Convener of the Committee as to any given complaint.

(ii) One of the co-chairs of the Rules and Legal Committee and one of the co-chairs of the Credentials Committee. If either the co-chair of the Rules and Legal Committee or the co-chair of the Credentials Committee is involved in the complaint, the other co-chair of the Rules and Legal or Credentials Committee, as applicable, shall sit in lieu thereof. The Chair of This Committee shall designate which of the co-chairs of the Rules and Legal Committee and of the Credentials Committee are to be seated as the regular members of the Harassment, Workplace Violence and Incivility Committee.

(iii) Two other members of the Policy Committee, at least one of whom is not an officer. These two members are to be appointed by the Chair of This Committee and ratified by the Policy Committee at the first Policy Committee meeting after election of regional vice-chairs. Vacancies in either of two membership slots are to be filled by the Convener.

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c. The rules of procedure for the Harassment, Workplace Violence and Incivility Committee shall be promulgated by the Rules and Legal Committee, shall be reported to This Committee and shall be posted on This Committee's website along with This Committee's code of conduct. The internal operating procedures of the Harassment, Workplace Violence and Incivility Committee shall be promulgated by the Rules and Legal Committee and shall be reported to the Policy Committee. The rules of procedure for the Policy Committee when receiving and processing reports and other transmissions from the Harassment, Workplace Violence and Incivility Committee shall be recommended to the Policy Committee by the Rules and Legal Committee with final authority to establish such procedures entrusted to the informed discretion of the Policy Committee. These rules of procedure shall be be posted on This Committee's website along with This Committee's code of conduct.

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d. The Convenor of the Committee shall be empowered to retain an outside investigator upon the recommendation of the Compliance Officer; and the Convenor shall retain the outside investigator recommended by the Compliance Officer unless there is good cause to reject that recommendation. The Policy Committee shall, upon request of the Convenor, authorize the payment of any such outside investigator provided that the fees and costs are reasonable and customary under the circumstances.

e. Nothing in this Article VII will affect the process for recall of officers or termination of membership of members of This Committee except that the Policy Committee, in consultation of the Harassment, Workplace Violence and Incivility Committee, may defer the processing and hearing of any such recall or termination to the extent that the Policy Committee, in its discretion, determines that such a deferral is appropriate or necessary to allow the conduct and completion of a full and fair investigation under the supervision of the Harassment, Workplace Violence and Incivility Committee. Any deferral of more than 180 days shall require the concurrence of This Committee after due notice.

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## ARTICLE IX. MEETINGS

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### Section D. PROCEDURES

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8. All notices of meetings of This Committee and its constituent parts, including any standing or special committees, shall include a link to the code of conduct or anti-harassment and/or anti-workplace violence policies promulgated by This Committee or its Policy Committee, including any procedures for filing a complaint thereunder.