

## OFDDA POLICIES

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**EXECUTIVE BOARD**   X

### BOARD ELECTION PROCESS

- 1.0 **PURPOSE**  
The purpose of this Policy is to establish eligibility of persons desiring to hold elective office in the Association and the related process of nomination, campaigns, and elections.
- 2.0 **SCOPE**  
This policy applies to all persons directly associated with the Oregon Fire District Directors Association.
- 3.0 **GENERAL PROVISIONS**
- 3.1 Eligibility Requirements
- 3.1.1 Must be a Board member of a regularly organized public fire department.
- 3.1.2 Must be an Active member of the Association.
- 3.1.3 The President shall have served as an officer for the Association at least one year prior to election or appointment.
- 3.1.4 May not be a Past President of the Association.
- 3.2 Nominations
- 3.2.1 Nominations Committee to present the slate of candidates.
- 3.2.1.1 Minimum of one nominee for President.
- 3.2.1.2 Minimum of one nominee for First Vice President.
- 3.2.1.3 Minimum of one nominee for Second Vice President.
- 3.2.1.4 Minimum of one nominee for Director--Two year term.

- 3.2.1.5 Minimum of one nominee for each Director—One year term, or remainder of unexpired term.
- 3.2.2 Nomination of candidates from the Nominations Committee will be completed and included in board member packets for the annual meeting. Nomination of candidates from the floor may be made by active members. A call for nominations from the floor will be made on two separate occasions on the first day of the annual meeting. No candidate may be nominated for or hold more than one position. At the conclusion of the second call, nominations will be closed. The Nominations Committee will then review all candidates for compliance with the policies and bylaws of the association. Balloting will be done following the Nominations Committee’s announcement and preparation of a ballot listing the eligible candidates for each office.
- 3.2.3 A seconding speech may be given by a member other than the candidate, not exceeding three (3) minutes, at a time determined by the president, before balloting.
- 3.2.4 Each candidate may present to the general meeting a final campaign speech, not exceeding three minutes, immediately following the seconding speech.
- 3.2.5 Nominees desiring to withdraw their names from the ballot may do so at any time prior to the close of nominations. Any such nominee shall not be allowed a seconding speech or address to the general meeting, as provided in sections 3.2.3 and 3.2.4 above, respectively.
- 3.2.6 When there is only one candidate for an office following the Nominations Committee’s announcement of eligible candidates the presiding officer shall call for a motion to declare the candidate elected by Acclamation.
- 3.3 Campaigns
  - 3.3.1 Election campaigns are expected to be conducted in an ethical manner.
  - 3.3.2 Any questions concerning ethics of the campaign are to be referred to the Nominations Committee, who shall investigate the charges and announce their decisions and ruling to the membership assembled. The Nominations Committee may remove a name from nomination if, in their sole discretion, they determine that the candidate’s campaign was not conducted in an ethical manner.
  - 3.3.3 Board members shall not endorse candidates, give seconding speech, or wear campaign material endorsing any particular candidate.

3.4 Election

- 3.4.1 Shall be by secret ballot prepared by staff. Listing only those positions being voted on.
- 3.4.2 Ballots to be distributed, collected, and counted by persons not running for office as appointed by the president.
- 3.4.3 Members must show a current Active membership name tag to receive a ballot.
- 3.4.4 All ballots shall be retained by the Executive Director in the event a recount is required. After the close of the annual meeting the ballots shall be destroyed.