

## **Report of the Permanent Organization Committee**

2026 Weld County Democratic Assembly and the Assemblies for  
Weld County Commissioner District 2 and House District 50

1. **TEMPORARY OFFICERS:** The officers of the Weld County Democratic Central Committee (WCDCC) shall act as temporary officers of the Weld County Democratic Assembly (WCDA). The Chair of the WCDCC shall call the Assembly to order and shall preside over all county and district assemblies until the permanent officers are chosen in accordance with these rules.
2. **ESTABLISHMENT OF A QUORUM:** A quorum for the purpose of commencing business will be reached when forty percent of the WCDA delegates elected from caucuses have checked in as delegates. A majority of the delegates in attendance at the commencement of business are sufficient to carry on business.
3. **PERMANENT OFFICERS:** Upon adoption of this report, the permanent officers of the WCDA will be Jeri Shepherd, Chair; Beverly Wallace, Vice Chair, and Levette Sanchez, Secretary. The chairperson and secretary of HD 50, and Weld County Commissioner District 2 shall be permanent officers of their respective assemblies. The WCDA Chair will designate a Parliamentarian for the duration of the Assembly.
4. **PERMANENT ORGANIZATION REPORT:** The Report of the Permanent Organization Committee will be emailed to delegates prior to the WCDA. The report will recommend an agenda and order of business, as well as the procedural rules of the WCDA and district assemblies. Upon adoption by the WCDA delegates, the Permanent Organization report shall govern the conduct of all assemblies held in conjunction with the WCDA. At the discretion of the Chair, the order of business may be altered for candidate presentations or essential business of the WCDA.
5. **CREDENTIALS:** The Credentials Committee of the WCDA shall serve as the Credentials Committee for all assemblies held in conjunction with the WCDA. The Credentials Committee will include the following in its report to the WCDA:
  - a. Recommend certification of delegates. Duly accredited delegates to the WCDA and district assemblies shall be those persons selected by their precinct caucus who check in to the Assembly on March 14. Proxies are authorized, but no alternates are authorized.
  - b. Recommend certification of precinct organizers elected at the caucuses.
  - c. If any challenges have been heard, the Credentials Committee Chair shall report on the findings and recommendations of the Committee. The report shall be made public prior to the opening of the Assembly.
6. **VOTING:**
  - a. All balloting will be conducted under the direction and procedures of the WCDA Credentials Committee acting as the Election Board.
  - b. Preference Polls will be held by electronic ballot using QR codes during the Assembly. Each delegate shall vote for no more than one of the designated Democratic Party candidates in the following races. Uncommitted will be an option in all preference polls.
    - 1) U.S. Senate to elect State Assembly delegates
    - 2) U.S. House of Representatives, Congressional Districts 2, 4, 8
    - 3) Multi-County House and Senate Districts: SD 1 and 17; HD 19, 48, 63, 64, 65

- c. Other voting will be conducted during the assembly as instructed by the Chair.
  - d. Ballots may be voided if a ballot is unidentified, or a ballot is not cast in accordance with the adopted procedures of the assembly. Balloting documentation must be maintained for a 45-day period following the March 14, 2026, adjournment of assemblies.
7. **CONTINGENCY VOTING:** If, for any reason, the business of the Assembly cannot be completed, the Chair may announce the WCDA to be in recess. Any required voting remaining to be done will be conducted by balloting emailed to all credentialed WCDA delegates. Ballots will be due by Sunday, March 15<sup>th</sup> at noon, at which point the 2026 WCDA will be considered adjourned.
8. **DESIGNATION OF CANDIDATES FOR THE PRIMARY BALLOT:**
- a. Candidates must give written notice of candidacy to the Chair of the county (for county offices) or district central committee thirty (30) days before the nominating assembly. If a candidate has not submitted timely notice, they may submit notice to the county or district chair requesting consideration of candidacy by the nominating vacancy committee.
  - b. An assembly shall take no more than two ballots for each office. The presiding officer and secretary of the assembly shall certify every candidate receiving 30% or more of the votes cast by accredited delegates of the assembly. If no candidate receives 30% or more of the votes, the assembly will proceed using CDP Rules provisions.
  - c. Candidate Acceptance and Designation by Assembly forms must be immediately completed by candidates and Assembly officers and filed within four (4) days after the Assembly (March 18, 2026).
9. **MULTI-COUNTY DISTRICT MEETINGS:** Weld Assembly delegates who live in multi-county congressional and legislative districts will meet during the WCDA on March 14 to elect delegates to Congressional, House and Senate District assemblies to be held virtually between March 26 and April 11, 2026.
10. **NOMINATING, SECONDING AND ACCEPTANCE SPEECHES:** For candidates designated by County, County Commissioner District or HD 50 Assembly, a total of 7 minutes will be allotted for the purpose of nominating and seconding a candidate and candidate speeches. Either the nominator or one person seconding a candidate must be a member of that assembly.
11. **ESTABLISHMENT OF VACANCY COMMITTEES:** Adoption of the Permanent Organization Committee Report constitutes establishment of the following Vacancy Committees for the purpose of filling vacancies in nomination for public office, unless a different vacancy committee is specifically established by majority vote of an assembly.
- a. For countywide offices (Commissioner At-Large, Clerk and Recorder, Assessor, Sheriff), the members of the Weld County Democratic Central Committee shall be the vacancy committee.
  - b. The County Commissioner District 2 Vacancy Committee shall be the members of the district central committee.
  - c. The House District 50 Vacancy Committee shall be the members of the district central committee.

**12. ELECTION OF DELEGATES TO OTHER ASSEMBLIES:**

- a. Delegates from Weld County to any Democratic assembly must have been elected as delegates from Weld precinct caucuses on March 7, 2026. Voters are encouraged to seek fair representation in the selection of delegates to higher-level assemblies to help with the Democratic Party's outreach goals.
- b. A delegate elected to another assembly from the WCDA with one stated candidate preference is not required to maintain that preference at the next assembly.
  - 1) The WCDA Election Board will announce the results of the Assembly preference vote and the number of delegates to be elected for each candidate. Delegates (58) from WCDA to the State Assembly will be allocated among candidate or uncommitted preferences receiving 15% of the total US Senate preference vote.
  - 2) Delegates to the CD Assemblies will be allocated among candidate and uncommitted preferences receiving 15% of the total preference votes: CD 2 Assembly (7); CD 4 Assembly (11); and CD 8 Assembly (40).
  - 3) A candidate who does not reach the threshold of 15% of the preference poll vote will not be awarded delegates. Only delegates whose candidate preferences do not meet the 15% threshold may, after announcement of preference poll results, complete a delegate interest form for a different candidate preference, and their names will be added to that candidate's ballot.
  - 4) If the number of people who seek election as delegates exceeds the number allocated to a candidate, that candidate's delegates to the next assembly will be elected by ballot.
  - 5) If the number of people who seek election for delegate is less than or equal to the candidate's allocation, that candidate's delegates may be elected by acclamation.
- c. Each candidate in a contested primary ballot race may designate one observer to the tabulation of ballots in that race, if feasible. Names of designated observers shall be provided to the Chair of the Election Board.

**13. CERTIFICATION OF DELEGATES:** Certified delegates to higher assemblies shall be those delegates elected through the WCDA balloting procedures.

**14. MEMBERS OF CREDENTIALS AND PERMANENT ORGANIZATION COMMITTEES FOR STATE, CONGRESSIONAL, AND MULTI-COUNTY DISTRICT ASSEMBLIES.**

The County Chair is authorized to appoint Weld County's members of the committees if members of the committees are not elected during the WCDA.

**15. SPEAKING TIME LIMITS:** Except for the purpose of nominating a candidate, all other candidates and surrogates will be limited to 2 minutes.

**16. CHALLENGES:** Challenges to all Assemblies (County, State, Multi-County Congressional, Multi-County Legislative)

- a. Every person desiring to contest or dispute the qualifications of any delegate, or the conduct or result of any precinct caucus shall file a protest with the County Chair within seven days following the caucus. Such person shall be accorded an opportunity to have his or her claim heard by the credentials committee .
- b. Any person desiring to contest the selection of a delegate to the State Assembly must give notice in writing to the State Chair within ten (10) days after the date of the WCDA.
- c. The same process applies to any challenge of a delegate to any other multi-county district assembly with the notice going to the appropriate District Chair for

- d. consideration by the Credentials Committee of the district assembly, provided such challenge is filled at least 3 days before the assembly of the district.
  - e. Delegates not registered as Democrats shall automatically be disqualified.
17. **AUTHORITY FOR PROCEDURAL CHANGES:** The officers of the Weld County Democratic Central Committee are authorized to make procedural changes in the conduct of the WCDA if necessitated by technological conditions or other emergency situations. If the business of the WCDA is concluded except for counting the votes, the WCDA may, by majority vote, delegate to its officers and the members of the Election Board and Permanent Organization Committee the task of completing and certifying any remaining votes. If the counting of ballots continues beyond the adjournment of the WCDA, the results will be posted on the WCDP website.
18. **MEETING CONDUCT:** Participants are expected to engage in respectful and professional communication throughout the meeting.
- a. Participants should avoid any behavior that disrupts the flow of the meeting, such as excessive background noise, interruptions, or unrelated discussions.
  - b. The meeting Chair reserves the right to maintain order and decorum during the meeting.
  - c. If a participant engages in disruptive or disrespectful behavior, the Chair may take appropriate action, including removing, or restricting access to the meeting.
  - d. In most cases, the Chair will issue a warning to the participant before taking any removal actions. The warning will serve as an opportunity for the individual to adjust their behavior and contribute positively to the meeting.
  - e. In cases of severe or repeated disruption, the Chair may take immediate action to remove a participant from the meeting without prior warning.
  - f. Participants who believe they have been removed unfairly may appeal the decision to the Weld County Dems at [info@weldcountydems.org](mailto:info@weldcountydems.org) after the meeting concludes, and they will review the situation and determine if any further action is necessary.
  - g. The Chair's authority to remove participants is discretionary and will be exercised with fairness and impartiality. The primary goal is to create an environment conducive to productive and respectful discussions.
19. **OTHER PROVISIONS:** All rules and procedures not specifically established for the assemblies shall be governed by the Colorado Democratic Party Plan of Organization and Rules, and Robert's Rules of Order, 12<sup>th</sup> Edition.

Submitted by the Weld County Democratic Assembly Committee on Permanent Organization this 14<sup>th</sup> day of March 2026.

Barbara Whinery, Chair, WCDA Permanent Organization Committee