

Convention Policy Committees

Representing the Professional Firefighter of CAL FIRE



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Local 2881 Resolution Process

1. Resolution Committee receives resolution from sponsoring delegate or committee member. Though a committee may itself submit to the executive board up to 3 non-binding issues germane to the committee.
2. If required, a financial impact is determined by the Finance Committee.
3. Resolution Committee assigns the resolution to a Convention Policy Committee chaired by a Director.
 - a. Constitutional and Organizational Policy Committee
 - b. Retirement and Disability Committee
 - c. Health, Safety, and Insurance Committee
 - d. Benefits-Supervisors Committee
 - e. Benefits-Rank and File Committee
 - f. Benefits-Rank and File, and Benefits –Supervisors Joint Committee
 - g. Finance Committee
4. Speakers must register before the resolution is heard. Speaker limit is 3 minutes per resolution (plus time waived by a registered speaker).
5. Debate Sequence in committee:
 - a. Committee chair speaks first.
 - b. Each committee member has an opportunity to speak on the resolution.
 - c. Each committee member is allowed to rebut previous speakers.
 - d. Registered speakers may speak next. Chair may limit number of speakers by a motion to suspend these rules.
 - e. Committee members may speak in summation.
 - f. Committee chair speaks last.
6. Convention Policy Committee reports are heard after the first day of the convention.
7. The allowed recommendations are as follows:
 - a. Adopt in original form or as amended.
 - b. Adopt as a consolidation of several resolutions.
 - c. Refer to executive board for study and action.
 - d. Withdrawn by the author.
 - e. Reject.(?)
8. A resolution must be adopted by the delegates with a mere majority vote, ...but by a 2/3 standing vote is required if the resolution includes a financial impact.



Convention Policy Committee Rules on Motions:

1. Only one amendment (and only one amendment to the amendment) permitted currently.
2. Neither substitute motions nor tabling of motions is permitted.
3. Motion to Reconsider the vote requires a 2/3 vote. May be made by delegate or committee member if they voted on the prevailing side. (Once the debatable motion to Reconsider is adopted, the original motion is amendable and debatable.)
4. Motion to Rescind requires a 2/3 vote to adopt. (Debatable. Robert's allows amendments.)
5. Voting members of committee may be delegates or regular members if designated by the district Vice President.

Debate Protocol (Similar to a trial in front of a judge.)

1. Only one person speaks at a time.
2. A speaker must be recognized before speaking.
3. All comments are made through the chair.
4. Comments are confined to the current issue.
5. Discussion should alternate between Pro and Con.
6. Have no right to complain; only have a right to make a motion.
7. Speak a 2nd time only after others who have spoken their 1st time.
8. No reading of lengthy papers.
9. No cross conversations; no interruptions.
10. No verbal attacks of other members.
11. If proper decorum cannot be maintained – call a recess.
12. Enforce the debate time limits.
13. Decisions are null and void in the absence of a quorum.
14. The vote required to adopt a motion should always be very clear – majority or 2/3.
15. All decisions are binding on all members regardless of how a member voted.
16. All rules must be respected and obeyed – who can move, debate, vote.



Seven Steps to Handling a Motion (Section 1270.02)

A motion is a formal proposal by a member during a meeting that the assembly take certain action. The basic form of the motion is the Main Motion.

A Main Motion is brought before an assembly:

1. **Motion is moved:** While no motion is pending, a member rises and seeks recognition, by stating, "Mr. President." Once he is recognized he has the exclusive right to be heard at that time.
2. Member makes the motion, "**I move** we allocate \$300 to repair the computers."
3. **Motion is seconded:** Someone without needing to be recognized, seconds the motion. The minutes need not record the seconder's name. The seconder is not claiming to agree with motion. The seconder is stating that the motion should be discussed and voted by the organization.
4. **Motion is stated:** The chair states the question, "It is moved and seconded to allocate \$300 to repair the computers"

A Main Motion is considered by the assembly:

5. **Motion is debated:** ." As the chair turns to the maker of the motion, he states, "Are you ready for the question?" The motion no longer belongs to the mover; it belongs to the assembly. All remarks by the members are made to the chair, never to or about another member. Debate can be closed only by a 2/3 vote by the assembly.
6. **Motion is put:** The chair says, "The motion is to allocate \$300 to repair the computers. All in favor of the motion indicate by saying, 'Aye'.
All opposed to the motion indicate by saying, 'No'."
The wording of the motion when the question is put is the way it goes into effect.
A voice vote is the regular method when a majority vote is required for adoption.
A rising vote is the normal method when a 2/3 vote is required for adoption.
A 'show of hands' is intended for small assemblies or after an inconclusive voice vote.
7. **Vote is announced:** The chair makes the following statements.
 - "The 'ayes' have it. Or, the 'Noes' have it."
 - "The motion is adopted. Or, the motion is lost."
 - The chair states the effect of the vote or orders its execution.
 - "The next item of business is ..."



Amendments

1° Amendment (Form 1) – Insert or Add

1. Original Main Motion

I move that membership not be restricted on the basis of race, religion, etc.

2. What you really wanted was ...

I want to include ‘**age**.’

3. You need to move to amend

I move to amend by inserting “**age**” after the word “**religion**.”

4. If the amendment is adopted the main motion will read

I move that membership not be restricted on the basis of race, religion, **age**, etc.

DRILL: Primary Amendment (Form 1)

A: (After being recognized) I move that ...

Z: Second

Ch: It is moved and seconded to ...

Are you ready for the question?

B: Mr. Chair, I move **to amend** the motion by inserting ...

Z: ...

CH: It is moved and seconded to amend by inserting ...

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by inserting ...

All in favor ...

All opposed ...

The have it.

The motion to amend by inserting ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



1° Amendment (Form 2) – Strike

1. Original Main Motion

I move that membership not be restricted on the basis of race, age, genetic information, etc.

2. What you really wanted was ...

I don't want '**genetic information**' included.

3. You need to move to amend

I move to amend by striking "**genetic information**" after the word "**age.**"

4. If the amendment is adopted the main motion will read

I move that membership not be restricted on the basis of race, age, etc..

DRILL: Primary Amendment (Form 2)

A: (After being recognized) I move that ...

Z: Second

Ch: It is moved and seconded to ...

Are you ready for the question?

B: Mr. Chair, I move **to amend** the motion by striking ...

Z: ...

CH: It is moved and seconded to amend by striking ...

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by striking ...

All in favor ...

All opposed ...

The have it.

The motion to amend by striking ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



1° Amendment (Form 3) – Strike and Insert

1. Original Main Motion

I move that a majority be defined as **50% plus 1**.

2. What you really wanted was ...

I do not want the Hollywood version. I want the mathematical version.

3. You need to move to amend

I move to amend by striking “**50% plus 1**” and inserting “**greater than half.**”

4. If the amendment is adopted the main motion will read

I move to that a majority be defined as **greater than half**.

DRILL: Primary Amendment (Form 3)

A: (After being recognized) I move that ...

Z: Second

Ch: It is moved and seconded to ...

Are you ready for the question?

B: Mr. Chair, I move **to amend** the motion by striking ... and inserting ...

Z: ...

CH: It is moved and seconded to amend by striking ... and inserting

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by striking ... and inserting ...

All in favor ...

All opposed ...

The have it.

The motion to amend by striking ... and inserting ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



Differences between CAL FIRE Rules and Robert's Rules

Motion	CAL FIRE Rules	Robert's Rules
Result of defeated motion	Decided that we will not ...	Motion can be renewed
Amend	Debatable	True only if the motion being amended is debatable (e.g., limits of debate)
Primary and secondary amendments	Must be germane to each other	Secondary must be germane to first
Substitute Amendment or Motion	Not In order	In order
Postpone	To the end of convention	To the next meeting
Previous Question	Followed by a Summary Debate for each side	Not followed by a Summary Debate for each side
Lay on the Table	Not in order	In order, if done correctly
Call for the Orders of the Day	Chair decides	This is a demand unless set aside, suspended, or time extended with 2/3 vote
Question of Privilege	Chair decides	True, or a motion may be proposed
Reconsider the Vote	2/3 vote	Majority vote
Suspend the Rules that interfere with	Except Operating Procedures and Policies (=Byaws)	Includes Operating Procedures and Policies
Suspend the Rules that interfere with	Suspension purpose required	What it "interferes with" is required
Point of Order	Must be timely	Violation of Fundamental Principles of Parliamentary Law (p. 251, 263) have no time restriction
Point of Order	Must be in the form of a question	Merely a fact pointing out the suspected concept
Point of Information	A point of information	A request for information
Appeal	From decision	From ruling
Roll Call	Adopted by 20 members	Adopted by majority vote
Voting methods	Voice, standing, or roll call methods	Also raising hand or voting card, and secret ballot
Roll call and the Sgt @ Arms	Must instruct missing Delegates to return to convention floor	No such thing. Is this even feasible?



Script D: Point of Order and Appeal

[During the president's report, the president wishes to handle an item from New Business. The president tries to add new business with a majority vote. [6 speakers – CH, Comm CH, A, B, C, D]

Ch: All in favor of adding to the agenda the new business proposed by the Budget Committee say, "Aye".

[Just over half respond.]

Those opposed say, "No". *[Less than half respond.]*

The "Ayes" have it. The new business is added to the agenda.

Ch: The next item of business is to hear from the Budget Committee's support of this new business. The chair of the committee will please explain.

Committee Ch: The committee has always believed that ...

A: Point of Order, Madam Chair.

Ch: We are in the middle of a report. Can't you show some manners and wait?

A: Madam Chair, I rise to a **point of order**, or is it a Point of Parliamentary Inquiry?

Ch: For goodness sakes! What is so important that you have to interrupt our business?

A: Our bylaws clearly state that it takes a 2/3 vote to add any new business to the agenda. You added the new business with a mere majority. The motion to add new business failed.

Ch: You are too late with your point of order. Keep up with the conversation.

Ch: The committee chair shall proceed with her report.

A: Madam chair. Is that your **ruling** on my point of order?

Ch: Obviously. Weren't you paying attention? Let us listen to the committee's report.

A: I appeal from the decision of the chair!

B: Second

Ch: You what? Fine. Since you insist. There is an appeal on a righteous ruling by the chair. The confused member believes that the vote necessary to add new business to our agenda is a 2/3 vote. I will show how I am infallible.

Here is the process. First I will explain the wisdom of my ruling. And then, anyone else who wishes to discuss the issue and show her limited understanding of our bylaws may speak, but I get to speak again after everyone else has spoken.



Ch: It is a well know fact that rules can be suspended when dealing with important issues. There is nothing more important than dealing with new business. I chose to suspend the 2/3 vote required by the bylaws. I took the vote correctly, and I am the president.

A: A bylaw may never be suspended regardless of how inconvenient it may appear. Even under unanimous consent, a bylaw may not be suspended. *[p. 263 line 1]*

B: Though most points of order must be made before a new issue is introduced, a point of order related to a violation of a bylaw has no such time limitation. *[p. 251 line 9]*

C: A 2/3 vote cannot even be taken with a voice vote. It must be taken with a rising vote or a show of hands. *[p. 401 line 29]*

Ch: Does anyone else want to show how little she understands my role as your president?

Ch: I will close debate by reminding you that when you elected me your president, you delegated to me the authority to make these difficult decisions. *[p. 255 line 26]*

Ch: We are going to vote now. The question before you is “**Shall the decision of the chair be sustained?**” This means that a tie will not defeat my decision. Only a majority in the negative will defeat my decision. Also, I can vote to cause a tie, if I want to. *[p. 258 line 16]*

Ch: **As many as are in favor of sustaining the decision of the chair** say, “Aye”.

[Few vote] Those opposed say , “No”. *[Most vote]*

Ch: The “Ayes” have it. **The decision of the chair is sustained.** Thank you all. We will now continue listening to the committee’s explanation.

D: Division. Division. *[p. 280 line 10]*

Ch: A division of the assembly has been demanded.

All in favor of sustaining the decision of the chair, please rise. *[Few rise]* Thank you. Please be seated. All opposed, please rise. *[Almost everyone rises]* Thank you, please be seated.

It appears to be very close, but I will show you how noble and magnanimous I am. I will yield. The amendment of the agenda failed. We will return to the President’s Report.



Script E: Reconsider the Vote (Composed of Move and Call)

[We join the monthly meeting of Region X. [6 speakers – CH, A, B, C, D, Z]]

CH: The motion before you is “to support Legislation AB 123.”

All in favor of the motion indicate by saying, ‘Aye’. *[Everyone says, ‘Aye’.]*

All opposed to the motion indicate by saying, ‘No’. *[Silence]*

The ‘Ayes’ have it. The motion is adopted.

The chair of the Legislative Committee will draft a letter for the chair’s signature.

The next item on the agenda is Legislation AB 456.

A: Madam Chair *[Rises and is recognized]*

I move we “support” Legislation AB 456.

Z: Second

CH: It is moved and seconded that we “support” Legislation AB 456.

Are you ready for the question?

A: Madam Chair *[Rises and is recognized]*

I have researched this legislation and I know it is good for us. Trust me.

CH: Are you ready for the question?

B: Madam Chair *[Rises and is recognized]*

I move to reconsider the vote on Legislation AB123. I voted on the prevailing side.

Z: Second

CH: The secretary will make a note that it was moved and seconded to reconsider the vote on Legislation AB123.

B: Let me explain why it is critical that we ...

CH: Member B, we are in the middle of another motion. Though you may **move to** reconsider a vote now, you cannot **call it up** until there is no motion pending.

Please continue Member A.

B: I knew that.

A: I was just saying, ...perhaps,... maybe, ...I guess I am done.

C: Madam Chair *[Rises and is recognized]*

I have researched this legislation and I know Legislation AB 456 is terrible for us. Trust me.

CH: Are you ready for the question?

CH: The motion before you is “to support Legislation AB 456.”

All in favor of the motion indicate by saying, ‘Aye’. *[Everyone says, ‘Aye’.]*

All opposed to the motion indicate by saying, ‘No’. *[Silence]*

The ‘Ayes’ have it. The motion is adopted.



[We have disposed of the pending motion and can now take up the motion to reconsider the vote of a different motion.]

B: Madam Chair *[Rises and is recognized]*

I **call up** the motion to reconsider the vote on Legislation AB 123.

CH: The motion to reconsider the vote is called up.

B: Let me explain why it is critical that we not support Legislation AB 123.

D: Point of Order

CH: What is your Point of Order?

D: Member B is debating a motion that has not yet been seconded.

CH: Your point is not well taken.

The motion to reconsider a vote has 2 parts, **to move** and **to call**. Only the move part requires a second. And, it was seconded when it was moved. Please continue Member B.

B: During the debate of the last motion I was bored with the discussion so I was catching up with my Facebook page. I came across a posting that all of you need to hear about.

[After much mindless and pompous bickering by Member A and Member B...]

CH: Are you ready for the question?

CH: The motion before you is whether or not to reconsider the vote on AB 123.

All in favor of reconsidering the vote indicate by saying, 'Aye'. *[Everyone says, 'Aye'.]*

All opposed to reconsidering the vote indicate by saying, 'No'. *[Silence]*

The 'Ayes' have it. The motion to reconsider the vote is adopted.

CH: Member B, you may debate the original motion in support of AB 123.

B: Oh, no thanks. I have said enough.

CH: Are you ready for the question?

CH: The motion before you is "to support legislation AB 123."

All in favor of the motion indicate by saying, 'Aye'. *[Silence]*

All opposed to the motion indicate by saying, 'No'. *[Everyone says, 'No'.]*

The 'Noes' have it. The motion is defeated.

The chair of the Legislative Committee will not draft a letter for the chair's signature.



Suspend the Rules (not 'Suspend the Orders of the Day')

When an assembly wishes to do something it cannot do without violating its regular rules, it can adopt to '**Suspend the Rules**' that interfere with the proposed action.

This motion cannot be debated or amended, however it does have other restrictions.

- I. A Standing Rule may be suspended with a majority vote.
- II. Rules of Order (Robert's) may be suspended with a 2/3 vote (except FPPL).**
- III. The following may not be suspended even with unanimous consent.
 - A. Bylaws or Constitution unless they provide for their own suspension.
 - B. Federal, State, or local laws
 - C. Fundamental Principles of Parliamentary Law (FPPL):
 - 1. Rule that allows only one question at a time
 - 2. Rule that allows only members to vote
 - 3. Rule that prohibits absentee or cumulative voting
 - 4. Rule that protects absentees or basic rights of individuals
 - a. Rule requiring presence of a quorum
 - b. Rule requiring a notice
 - c. Rule protecting the right to attend meeting, make motion, speak in debate, and vote

Drill

"I move to suspend the rules that interfere with listening to the committee's report."

For each of the following,

1. Move a motion to **suspend the rules that prohibit** the action;
2. State if the rule can be suspended; and
3. State what the necessary vote for adoption would be.

You want to **suspend the rules that prohibit** the following actions. Make the motion:

- a. To allow delegates to sit wherever they wish
- b. To allow a speaker to debate an additional 2 minutes
- c. To allow smoking in the assembly room
- d. To allow voting by mail
- e. To allow election of officers by a show of hands
- f. To take up 2 motions at one time
- g. To allow the voting in the absence of a quorum
- h. To allow members at the convention without their required name tags
- i. To dispense with the listening to the Treasurer's Report
- j. To not require a resolution in writing at the convention



Purpose and Form for Each Motion (Beware of Order of Precedence)	
Purpose	The Motion and its Form
Propose some action	Main Motion I move to donate \$50 to preserve the habitat of the Clay Pigeon.
Improve a proposal	Amend I move to amend the motion by adding '\$75'.
Improve an improvement	Amend an Amendment I move to amend the motion by striking '\$75' and inserting '\$100'.
Stop discussion and vote now	Close Debate I call the previous question.
Delay a decision	Refer I move to refer the motion to the bylaws committee Postpone to a Certain Time I move to postpone the motion until after the break. Recess I move to recess for 5 minutes.
Kill a motion	Postpone Indefinitely I move to postpone the motion indefinitely.
Deal with an emergency	Call for the Orders of the Day I call for the orders of the day. Suspend the Rules (Not Suspend the Orders of the Day) I move to suspend the rules that prohibit us from taking up the new business now.
Obtain information	Parliamentary Inquiry Mr. Chair, if we adopt this motion can we rescind it tomorrow? Request for Information Mr. Chair, can the treasurer tell us if we have enough money for this motion?
Challenge the ruling of the chair	Point of Order Point of Order. We cannot vote on this motion. There is already another motion on the floor. Appeal I appeal from the decision of the chair.
Assure the accuracy of the voice vote	Division Division. Division.
Close the meeting	Adjourn I move to adjourn.

Parliamentary Workshop

CAL Fire Local 2881 -- November 30, 2015



Section 1270.03 - CDF Firefighters Parliamentary Rules

	Second	Debate	Amend	Vote
PRIVILEGED MOTIONS				
Call for the Orders of the Day				C**
Raise a Question of Privilege				C
Take a Recess	S		A	M
<u>Reconsider the Vote</u>	S	D		<u>2/3</u> **
<u>Rescind</u>	S	D**	A	2/3
SUBSIDIARY MOTIONS				
Lay on the Table (<u>Not in order</u>)	<u>S</u>			<u>M</u>
Previous Question	S			2/3**
Postpone to a Certain Time	S	D	A	M**
Commit (Refer)	S	D	A	M
Amend an Amendment	S	D**		M
Amend (<u>Substitute not in order</u>)	S	D	A	M
Postpone Indefinitely	S	D		M
MAIN MOTION	S	D	A	M
INCIDENTAL MOTIONS (No Ranking)				
Suspend the Rules (that prohibit)	S			2/3
Withdraw a Motion (by the maker)				M
Division of Assembly				**
Point of Order				C**
Request Information/Parliamentary Question				C
Appeal	S	<u>D</u> **		M

** See Section 1270.03
C Chair Decides

S Requires a Second
A, D May be Amended, Debated
V Vote Required to Adopt