

Elections Policy

1. District Elections

1.1. District Election Committee

1.1.1. Responsibilities

1.1.1.1. The district election committee is responsible for overseeing the election process and tallying the votes submitted.

1.1.1.2. If the candidate is unable to be sworn in, the committee will be called on to supervise a special district election.

1.1.2. Appointment and Composition

1.1.2.1. The District Director in each district holding an election shall appoint three members to the district election committee, with one member designated as the chairperson.

1.1.2.2. One alternate member shall be appointed to the district election committee.

1.1.3. District Election Committee Eligibility

1.1.3.1. Any FCCMA member who is not running for an open board seat or currently serving on the board is eligible to serve on the district election committee.

1.2. District Election Process

1.2.1. Staff will send a sample self-nomination email to the district election committee, along with the list of eligible Board members.

1.2.2. The district election committee will email those eligible to serve on the Board, inviting self-nominations for the office of district director.

1.2.2.1. Election of District Director

1.2.2.1.1. An email to vote will be sent to all members within the district.

1.2.2.2. Vote Tally and Outcome

1.2.2.2.1. The district election committee shall tally the received votes and finalize the election outcome.

1.2.2.2.2. The election results will be submitted to the FCCMA staff, the current District Director and the members of the district.

1.2.2.2.3. The District Election must be completed by February 15th.

1.2.2.3. Run-off Election

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1.2.2.3.1. In case of a tie in the election, a run-off election will be conducted as soon as feasible.

1.2.2.3.2. The candidate with the plurality of votes will be considered elected.

1.2.2.4. Alternating Districts

1.2.2.4.1. District V (Dade and Broward counties) will alternate every two years between the two counties.

1.2.2.4.2. District VIII (Polk and Lake/Sumter counties) will alternate every two years, between Polk County and then Lake and Sumter counties.

1.2.2.4.3. If no one from the eligible jurisdiction applies by the deadline, self-nominations will be accepted from all members of the district.

1.3. District Director Nominations

1.3.1. Candidate Eligibility

1.3.1.1. District Director eligibility requirements are stated in Article IV, Section 2.1 of the Bylaws.

1.3.2. Self-Nomination Process

1.3.2.1. Self-nominations require a completed board application. For applicants who are not the Chief Administrative Officer, a completed application must be accompanied by a signed letter of support from their Chief Administrative Officer.

2. Officer and At-Large Director Elections

2.1. Nominating Committee

2.1.1. Responsibilities

2.1.1.1. The nominating committee is responsible for overseeing the election of Officers and At-Large directors.

2.1.2. Appointment and Composition

2.1.2.1. Each District Director will choose a representative and an alternate to represent their district on the Nominating Committee.

2.1.2.2. The Nominating Committee is approved by the Board of Directors at the first Board meeting of the fiscal year.

2.1.2.3. Committee composition is stated in Article V, Section 1.2.1. of the Bylaws.

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2.1.3. Nominating Committee Eligibility

2.1.3.1. Any FCCMA Full member who is not a current member of the Board or a candidate for any officer or director seat.

2.2. Officer and At-Large Director Election Process

2.2.1. Canvassing

2.2.1.1. Staff will identify those eligible to serve on the Board and begin canvassing eligible members for the open Officer position and the open At-Large director positions.

2.2.1.2. The members must be noticed no later than 120 calendar days before the Annual Business Meeting.

2.2.2. Candidate Review

2.2.2.1. Candidate Review requirements are stated in Article V, Section 1.2.2. of the Bylaws.

2.2.3. Notifications

2.2.3.1. Following candidate interviews and the selection of the slate, the President will contact the candidates with the interview results.

2.2.3.2. After all candidates have been notified, staff will notice the membership with the slate of officers.

2.3. Officer and At-Large Director Nominations

2.3.1. Candidate Eligibility

2.3.1.1. Officer eligibility requirements are stated in Article III, Section 2 of the Bylaws.

2.3.1.2. At-Large eligibility requirements are stated in Article IV, Section 2.1. of the Bylaws.

2.3.2. Self-Nomination Process

2.3.2.1. Self-nominations require a completed board application. For applicants who are not the Chief Administrative Officer, a completed application must be accompanied by a signed letter of support from their Chief Administrative Officer.

2.3.2.2. Nominations must be received by the deadline.