



## 66<sup>TH</sup> ASSEMBLY DISTRICT REPUBLICAN CENTRAL COMMITTEE

### Guiding Principles of Committee Service and Code of Conduct

**WHEREAS**, the 66<sup>th</sup> Assembly District Republican Central Committee deems it necessary to adopt the “Guiding Principles and Code of Conduct” for the purpose of establishing rules and conduct for the organization.

**NOW, THEREFORE, BE IT RESOLVED THAT** the 66<sup>th</sup> Assembly District Republican Central Committee adopts the “Guiding Principles and Code of Conduct” on July 20, 2020 to be effective immediately.

These Guiding Principles and Code of Conduct express the understandings and commitments that Committee Members (which mentioned throughout this document include Elected, Appointed, Ex-Officio and Alternate Members unless specifically noted) agree to make to each other and to the 66thAD as an organization. They are expressed as Guiding Principles and Code of Conduct to indicate that each Committee Member commits to serve within them to the best of his or her ability.

#### **Dedication:**

*The 66th Assembly District Republican Central Committee, through strong, active leaders and community involvement, strives to develop an electable network of candidates to run for State, Local, and Federal offices. The team supports the CORE values (Constitution, Opportunity, Responsibility, Exceptionalism) of the Republican Party.*

Each Committee Member should have an understanding and a commitment to the following Duties of the Central Committee, per the LAGOP Bylaws – Article XIV Section 3:

- Recruit future Elected, Appointed, Alternate and Associate Members
- Educate Voters
- Coordinate Campaigns

- Organize Precincts
- Conduct candidate research & development
- Operate local headquarters - When financially feasible
- Sponsor Independent Republican Clubs

## Meetings:

Each member's active participation and attendance at Committee meetings is vital to the Committee and to the success of the 66thAD and the Republican Party. A calendar of scheduled meetings will be published at the beginning of each year. The Committee members will meet every month (in-person, conference call or via teleconference medium) and make use of an Agenda; so as to devote more time to major issues that require full Committee discussion. At Committee meetings the Committee may rely on the work and recommendations of Sub-Committees (as presented by the Sub-Committee Chairs) so as not to redo Sub-Committee work at the Committee level.

Elected and Appointed Committee Members who miss four regularly scheduled meetings in a 12 - month period shall be removed from office unless excused as provided herein.

Per LAGOP Bylaws, absences by Elected and Appointed Members will be excused by the 66ADRCC Chair only for illness or for temporary absence from the County on the date of the meeting. Absences must be reported to the Chair in advance of the scheduled meeting for consideration.

Meeting Notice: The meetings of the County Central Committees are not open meetings to the Public. The Brown Act does not apply to political parties. This is a private meeting for Members of the Committee and invited guests.

## Sub-Committees:

All members commit to participate actively on at least one Sub-Committee or task force each year and are encouraged to participate on a second Sub-Committee. This assignment is to be mutually agreed upon based upon each member's interests, skills, and the needs of the 66thAD. It is our mutual goal to make Sub-Committee service meaningful and a source of personal and professional growth.

Sub-Committee members who are not Elected, Appointed, Ex-Officio or Alternate members of the Central Committee must attend a majority of the Central Committee meetings pertaining to the subject matter of their Sub-Committee.

## **Governance:**

Members should actively participate in policymaking decisions and initiate policy discussions when one identifies a need that should be addressed by the full Committee.

## **Advocacy:**

In business and social situations, Committee members serve as Ambassadors of the Republican Party and have the opportunity to express and promote our goals and mission. Through our advocacy roles, we can help the public understand the 66th AD role and mission in addressing the need for:

Identifying and recruiting Republican candidates for public office • Increasing Republican Voter Registration • Getting out the vote • Creating a positive image for the Republican Party

## **Fund Development:**

Each member of the Committee will be encouraged to participate in fund development programs and campaigns. Each member serves as an Ambassador to welcome and thank donors and is expected to assist in efforts to gain access to new areas of resource development through individuals, corporations, or other sources. Committee Members agree to financially support the 66thAD with personal contributions, personal attendance at sponsored events, solicitation of sponsorships and purchase of event tickets.

## **Recruitment:**

Participation in the identification and recruitment of qualified prospects for Committee membership is each member's duty.

## **Term of Service:**

Members will serve for the term of their election. Appointed members will serve for the remainder of the term of the Committee member they are replacing.

## **Officers:**

The Officers of the 66thAD shall be the Chair, Vice-Chair, Secretary and Treasurer. The Executive Sub-committee shall consist of these four officers.

## **Term of Officers:**

Officers serve a two-year term and are eligible for re-election to an additional two-year term. It is the expectation that the Chair and Vice-Chair will be re-elected to serve a second two-year term.

## **PERSONAL CODE OF CONDUCT**

The constituents of the 66th Assembly District are entitled to have fair, ethical and accountable representatives. Members shall:

- Comply with both the letter and the spirit of the CAGOP and LAGOP Bylaws.
- Be independent, impartial and fair in their judgment and actions.
- Use their public office for the public good, not for personal gain.
- Conduct deliberations in an atmosphere of respect and civility.

The 66th Assembly District Republican Central Committee has adopted this Code of Conduct:

### **1. Act in the Public Interest**

Recognizing that stewardship of the Republican Party's interest must be their principal concern, everyone shall work for the common good and not for any private or personal interest, and endeavor to treat all persons in a fair and equitable manner.

**2. Comply with the Law and Bylaws**

In the performance of their duties, everyone shall comply with the laws of the United States of America, the State of California, and all California cities and municipalities and with the Bylaws of the California Republican Party and of the Republican Party of Los Angeles County.

**3. Conduct of Members**

Everyone shall refrain from abusive conduct and from verbal attacks upon the character or motives of Volunteers, Speakers, Guests and Members of the CAGOP, LAGOP and the 66ADRCC.

**4. Respect for Process**

Duties shall be performed in accordance with the processes and rules of order established by the CAGOP, LAGOP and the 66ADRCC.

**5. Conduct of 66ADRCC Meetings**

Everyone shall inform themselves regarding 66ADRCC issues, listen attentively to discussions before the Committee and focus on the business at hand.

**6. Decisions Based on Merit**

Decisions shall be based upon the merits and substance of the matter at hand.

**7. Communication**

It is the responsibility of everyone to share substantive information that is relevant to a matter under consideration.

**8. Disclosure of Corruption**

Everyone shall take an oath upon assuming office, pledging to uphold the laws of the United States of America, the State of California, and all California cities and municipalities and to uphold the Bylaws of the California Republican Party, and the Bylaws of the Republican Party of Los Angeles County. As part of this oath, Members commit to disclosing to the appropriate authorities any behavior or action that may qualify as corruption, abuse, fraud, bribery and any other violations of the law.

**9. Conflict of Interest**

To assure their independence and impartiality on behalf of the Republican Party's good, everyone shall not use their official positions to influence decisions regarding matters in which they have a financial interest, or as to matters in which they have an organizational responsibility or a personal relationship that would present a conflict of interest. Everyone must disclose all conflicts of interest and abstain from rendering any decision regarding matters as to which he or she has a conflict of interest.

**10. Gifts and Favors**

Everyone shall not take advantage of services or opportunities for personal gain by virtue of their positions that are not available to the public in general. They shall refrain from accepting gifts, favors or promises of future benefits that might compromise their independent judgment or action or that might give the appearance of being compromised.

**11. Confidential Information**

Everyone shall respect and preserve the confidentiality of information provided or disclosed to them by virtue of their participation or membership with the 66ADRCC. They shall neither disclose confidential information without proper written legal authorization nor use such information to advance their personal, financial or private interests.

**12. Advocacy,**

To the best of their ability, everyone shall represent the official policies and positions of the 66ADRCC. When presenting their personal opinions or positions, members shall explicitly state that they do not represent the 66ADRCC.

**13. Positive Work Environment**

Everyone shall support and maintain a positive and constructive environment for Members, Volunteers, Speakers and Guests.

**66TH ASSEMBLY DISTRICT REPUBLICAN CENTRAL COMMITTEE**

South Bay of Los Angeles, including Gardena, Lomita, Torrance, the Beach cities (Hermosa, Manhattan, Redondo), cities of the Palos Verdes Peninsula, and parts of Los Angeles (Harbor City/Harbor Gateway) and unincorporated Los Angeles County (El Camino Village and West Carson).