

2018 DSC Annual Conference Elections Procedures

GENERAL & JURISDICTIONAL ELECTIONS

We are to elect one clergy delegate and one lay delegate in addition to one reserve clergy delegate and one reserve lay delegate to General Conference, who will all serve as delegates to Jurisdictional Conference.

Then, we will elect an additional 3 clergy delegates and 3 lay delegates to Jurisdictional Conference, who will also serve—by order of election—as additional reserve delegates to General Conference. Additional clergy and lay reserve delegates may be elected if a motion to do so is made and passed at the Annual Conference. (Discipline, ¶34)

Election of Clergy Delegates for General and Jurisdictional Conference. In order to avoid confusion, the following is a summary of who is eligible to be elected and/or to vote in the clergy ballot:

	May be elected	May vote	Reference
Deacons & Elders in full connection	✓	✓	<u>Discipline</u> ¶35
Clergy in extension ministry or in cross-conference appts outside DSC (as long as membership still held in DSC)	✓	✓	
Clergy on Voluntary Leave of Absence (Personal, Family or Transitional Leave)	✓	✓	<u>Discipline</u> ¶354.7
Clergy on Sabbatical leave, Disability Leave, or Leave of Absence	✓	✓	Judicial Council #473
Retired Clergy	✓	✓	Judicial Council #531
Associate Members	No	✓	<u>Discipline</u> ¶35, ¶321.2
Provisional Members approved for ordination (following affirmative vote in clergy session) (ordination not required)	✓	✓	<u>Discipline</u> ¶35 <u>Discipline</u> ¶327.2-3 Judicial Council #1181
Provisional Members who have completed educational requirements (according to DSC BOOM)	No	✓	
Certified Candidates who have both (a) completed educational requirements (according to DSC BOOM) and (b) been approved for provisional membership (following affirmative vote in clergy session)	No	✓	
Provisional Members, not yet finished education	No	No	
Local Pastors who have both (a) completed course of study or MDiv and (b) served under appointment for two consecutive years immediately preceding this election	No	✓	<u>Discipline</u> ¶35 <u>Discipline</u> ¶316.6 Judicial Council #1181
Local Pastors not fulfilling both of the two above conditions	No	No	
Clergy under suspension	No	No	Judicial Council #534
Clergy on administrative location	No	No	<u>Discipline</u> ¶360.3
Affiliate Members	No	No	<u>Discipline</u> ¶334.5
Members of other ACs appointed in DSC	No	No	<u>Discipline</u> ¶346.1
Members of other denominations appointed in DSC	No	No	<u>Discipline</u> ¶346.2
Lay members to AC, including Certified Lay Ministers and Lay Persons Assigned	No	No	<u>Discipline</u> ¶35

The Revised Clergy Ballot List will be reviewed by the Annual Conference for completeness, all eligible clergy are automatically included on the Ballot List and assigned a candidate number.

Clergy who wish to submit a photo and statement of no more than 300 words to explain their desire to be a delegate from the Desert Southwest Conference may do so by April 30th, 2018. To do so, visit: <https://dscumc.org/secure/clergy-nomination-general-jurisdictional-delegate/>. *This is not required as all eligible clergy persons will automatically be added to the ballot and assigned a candidate number.*

Two test questions will be given to the clergy before the official vote to ensure delegates know how to cast their votes and use the electronic keypads. Voters will use their assigned electronic keypads to vote for one candidate per ballot. Keypads are specific to one user and may not be shared. If the voter leaves the plenary, the keypad must be turned in.

The Conference Secretary will announce the results of each ballot and publish them electronically and/or through appropriate communication channels.

A candidate is elected when she or he receives 50%+1 of the vote. At that time the elected delegate's name will be removed from the subsequent ballots and the process will be repeated for other available delegate positions.

Election of Lay Delegates for General and Jurisdictional Conference.

In order to be elected as a delegate to General and/or Jurisdictional Conference, lay persons, regardless of age, must fulfill the following as indicated in *Discipline* ¶36:

- shall have been professing members of the UMC for at least two years next preceding their election,
- shall have been active participants in the UMC for at least four years next preceding their election, and
- are members thereof within the Annual Conference electing them at the time of holding the General and Jurisdictional Conferences.

In order to vote, lay voters must be lay members of the 2018 Annual Conference. For more information, please see the *Discipline* ¶32 and our 2017 Conference Rules, Policies and Guidelines in the 2017 Journal https://dscumc.org/wp-content/uploads/2016/05/2017_DSC_Journal.pdf, page 186, section K.

For clarification, Certified Lay Ministers (and/or Lay Persons Assigned) may not vote in the lay election unless either (a) they have been elected by their church/charge conference to be lay delegates to Annual Conference or (b) they fulfill a role listed in the *Discipline* or Conference Rules that makes them a lay member of the Annual Conference. In addition, all clergy persons (i.e., pastors) are ineligible to vote in the lay election even if they are ineligible to vote in the clergy election. *Discipline* ¶602.1.a.

A lay person or group of lay persons who want to nominate self or someone else may submit

to the Conference Secretary, the name, address, district and local church and a statement of no more than 50 words describing his/her abilities, interest and involvement in the Church and a statement of not more than 300 words describing their desire to run to the Conference Secretary by April 30th. To do so, visit: <https://dscumc.org/secure/laity-nomination-general-jurisdictional-delegate/>. This is not required nor does it preclude nominations including self nominations from the floor of Annual Conference.

Lay candidates will be given time to introduce themselves and be identified during the elections. Due to the nature of electronic voting, *write-in* candidates (i.e., new candidates not previously recognized in prior ballots) must be submitted to the Conference Secretary to be included in an upcoming ballot.

Two test questions will be given to the laity before the official vote to ensure delegates know how to cast their votes and use the electronic keypads. Voters will use their assigned electronic keypads to vote for one candidate per ballot. Keypads are specific to one user and may not be shared unless a delegate removes him/herself from the voting process and hands the keypad to the designated/elected alternate; still, only one vote per ballot will be accepted from each keypad. If the voter leaves the plenary and there is no elected alternate available, the keypad must be turned in.

The Conference Secretary will announce the results of each ballot and publish them electronically and/or through appropriate communication channels. A candidate is elected when she or he receives 50%+1 of the vote. At that time the elected delegate's name will be removed from the subsequent ballots and the process will be repeated for other available delegate positions.

Elected Delegate Responsibilities

To General Conference (GC) (the legislative branch of The United Methodist Church), the Desert Southwest Conference will send the following delegates:

Clergy: The first elect clergy (1), and the first reserve clergy (2).

Laity: The first elect lay person (1), and the first reserve lay person (2).

To the Western Jurisdiction (WJ) Conference as following 10 delegates:

Laity: The first elect lay person (1), the first reserve lay person (i.e. second elect 2) delegate to GC and the three lay persons (3,4,5) elected immediately following the first and second lay elected to GC.

Clergy: The first elect clergy person (1), the first reserve clergy person (i.e. second elect 2) delegate to GC and the three clergy persons (3,4,5) elected immediately following the first and second clergy elected to GC.

If the Annual Conference should so move, it may elect one clergy and one lay alternative to the WJ Conference who would only serve if called upon.

- All elected delegates shall be considered part of the reading team and are responsible for reading and preparing the first elect delegates for their legislative responsibilities prior to GC and will participate in all delegation meetings. This is a 10 hour a week commitment from January-May of 2020.

First Elect Delegate Responsibilities

First Elect General Conference Responsibilities

- The Pre-Conference Briefing for GC will likely be held for two days in January 2020. First Elects should plan on being in attendance. Your registration, hotel room, flight, meals and related travel expenses will be paid. It may be helpful for the First Reserve delegates to attend, but there will have to be conversation about budget and appropriateness.
- The First Elect Clergy person and the First Elect Lay person usually alternate who is the *Head of the Delegation*. In 2020, it will be the First Elect Clergy person who will be the Head of the Delegation. The Head of the Delegation has the responsibility for leading the delegation, securing housing, and communicating information from the GC planning committee to the rest of the delegation. The Head of the Delegation also has responsibility for gathering members of the DSC delegation for preparation, collaboration and training. During GC, the Head of the Delegation also approves all alternate substitutions.
- You are responsible for reading and preparing for legislation prior to GC. All of the material will be mailed to you.
- You are responsible for collaborating with other members of the WJ delegation in preparation for GC. For example, Heads of Delegation (and perhaps additional delegates) of the WJ will meet at least once in person.
- General Conference is May 5-15, 2020 in Minneapolis, Minnesota. Expect to participate in the Conference for the entire time. General Conference will pay for your registration, hotel room, flight, meals and related travel expenses.
- At GC, the First Elect Clergy and First Elect Layperson will each serve on a selected Legislative Committee. The Legislative Committees will focus on a specialized sub-set of resolutions to determine which resolutions will come to the floor of GC. Each Legislative Committee will be opened by a Presiding Bishop who will serve as a Parliamentarian, but will first begin by voting for a Chair, a Vice-Chair, and a Secretary from among the member delegates. The Chair is a powerful position that determines the order of the agenda and (therefore) what gets discussed and what does not get discussed. In order to get elected to the Chair, collaboration ahead of time is absolutely necessary. The Pre-Conference meeting and other opportunities to meet and engage other delegates will be important moments of collaboration.
- NOTE: On most mornings of GC, the WJ delegates will meet at **7am**.

First Elect Western Jurisdiction Conference Responsibilities

- WJ Conference is July 2020 in Montana, location and dates to be determined. Expect to participate at the Conference for the entire time. The WJ will pay for your registration, transportation, meals and related travel expenses, including a shared room, but not a sole room unless you pay the difference.

- As a delegate to the WJ Conference, you become a voting member. In 2020, there will be at least two episcopal elections, to determine who among the candidates coming from across the WJ will be elected to become the next bishop of our WJ, which is a lifetime appointment.
- You will choose to serve on either the WJ Episcopacy Committee or WJ Nominations Committee. Tradition is that First Elect serves on the WJ Episcopacy Committee.
 - WJ Nominations Committee will meet for one or two days (at least 12 hours) immediately prior to the WJ Conference and will complete its work at that time. WJ Nominations determines some of the volunteers who will serve on General Boards and Agencies as well as some WJ committees. The WJ Nominations Committee members must collect nominations and recommendations from the 2020 Annual Conference who are eligible to serve for the following Quadrennium.
 - WJ Episcopacy Committee meets once per year in person (usually in January) at a location that rotates between the different Episcopal areas of the WJ. Attendance is required. In addition, there is usually on-line work through the year. This work is focused on supporting, evaluating, and collaborating with the five bishops of the WJ. At the **end** of the four-year period (i.e., 2024), the members of the WJ Episcopacy Committee determine which bishops are assigned to which Episcopal areas within the WJ.
- You may be called upon to volunteer in other WJ Conference committees.

First Elect Additional Responsibilities

- You are responsible for guiding the team in sharing information with the Annual Conference about General and WJ Conference issues.

Second Elect Delegate Responsibilities

Second Elect General Conference Responsibilities

- You are responsible for reading and preparing for legislation prior to GC. All of the material will be mailed to you.
- You are responsible for collaborating with other members of the WJ delegation in preparation for GC. Ahead of GC, you may be invited to opportunities to meet other delegates. These may become important moments of collaboration.
- General Conference is **May 5-15, 2020** in Minneapolis, Minnesota. Expect to participate at GC for the entire time. Your registration, hotel room, flight, meals and related travel expenses are paid for.
- You must be ready to sub in for the first elect at any and all times during GC.
- On most mornings of GC, the WJ delegates **will meet at 7am.**
- As a second elect, you will not serve on a Legislative Committee at GC unless the first elect lets you sub in, but should plan on attending and observing one.

Second Elect Western Jurisdiction Conference Responsibilities

- WJ Conference is **July 2020** in Montana, location and dates to be determined. Expect to participate at the WJ Conference for the entire time. The WJ will pay for your registration, transportation, meals and related travel expenses, including a shared

room, but not a sole room unless you pay the difference.

- As a delegate to the WJ Conference, you become a voting member. In 2020, there will be at least two episcopal elections to determine who among the candidates coming from across the WJ will be elected to become the next bishop of our WJ, which is a lifetime appointment.
- You will serve on either the WJ Episcopacy Committee or the WJ Nominations Committee, depending on the choice of the First Elect. Tradition is that Second Elect serves on the WJ Nominations Committee.
 - WJ Nominations Committee will meet for one or two days immediately prior to the WJ Conference (probably July 2020) and will complete its work at that time. WJ Nominations determines some of the volunteers who will serve on General Boards and Agencies as well as some WJ committees. The WJ Nominations Committee members must collect nominations and recommendations from the 2020 Annual Conference who are eligible to serve for the following Quadrennium.
 - WJ Episcopacy Committee meets once per year in person (usually in January) at a location that rotates between the different Episcopal areas of the WJ. Attendance is required. In addition, there is usually on-line work through the year. This work is focused on supporting, evaluating, and collaborating with the five bishops of the WJ. At the end of the four year period (i.e., 2024), the members of the WJ Episcopacy Committee determine which bishops are assigned to which Episcopal areas within the WJ.
- You may be called upon to volunteer in other WJ Conference committees.

Second Elect Additional Responsibilities

- You are responsible for working with your team to share information with the Annual Conference about General and WJ Conference issues.

Jurisdictional Delegate Responsibilities

Jurisdictional Delegates' General Conference Responsibilities:

- If for any reason, GC delegates become unable to fulfill their duties, you may be called upon to attend GC and participate by order of election. Please be aware of the GC delegate job descriptions in case this becomes necessary.
- All jurisdictional delegates are considered members of the Desert Southwest Conference reading team and will be required to assist the first and second elect delegates in their preparation. Plan on a time commitment of 10 hours a week from January of 2020 to May of 2020.

Jurisdictional Delegate Responsibilities:

- WJ Conference is July 2020 in Montana, location and dates to be determined.. You are expected to participate at the Conference for the entire time. The WJ will pay for your registration, transportation, meals and related travel expenses, including a shared room, but not a sole room unless you pay the difference.
- As a delegate to WJ Conference, you become a voting member. In 2020, there will be at least two episcopal elections to determine who among the candidates coming from

across the WJ will be elected to become the next bishop of our WJ, which is a lifetime appointment.

- You are responsible for collaborating with other members of the WJ delegations.
- You may be asked to serve on a WJ Committee. Some committees never meet except when called to address special issues. Some committees meet yearly or regularly around the Western United States. Transportation, hotel and meals are paid.
- You are responsible for working with the team to share information with the Annual Conference about WJ Conference issues.

