

Protocol for FDA Elections & Campaigning

*taken from the FDA's House of Delegates Manual

Protocol for election of Florida Dental Association's President-elect, Secretary, at-large Trustee, Speaker of the House, Editor and Treasurer:

- A call for nominations for all open positions will go out to the membership at the close of business of the HOD immediately preceding the election.
- The Search Committee shall vet all submitted nominations to ensure that each nominee meets the requirements for the positions for which they have been nominated. The committee will announce all the names of those who meet the qualifications no later than 60 days prior to the election.
- Members wishing to add names to the published list of nominees will have the opportunity to enter those names in nomination (including self-nominations) no later than 30 days prior to the election.
- The Search Committee will review the qualifications of the additional names submitted and publish a final list of all nominees who meet the qualifications for their respective office no later than 14 days prior to the election.
- Once this final list is submitted, NO ADDITIONAL names shall be added to the list.
- Limited campaigning will be allowed before the HOD. Candidates may contact individual delegates but are not allowed to give speeches at pre-HOD caucus meetings. FDA staff will provide lists of delegates to candidates.
- A virtual forum will be held before the HOD for all those running for elected positions. It will be open to all FDA members. Each candidate will give up to a five (5) minute speech. Questions will be allowed after all candidates have spoken but will be limited based on time. However, each candidate will answer the same number of questions.
- Each candidate will address the HOD for up to five (5) minutes. After the speeches, each candidate will answer one question from each component. Each candidate will remain in the room while the other is addressing the HOD.
- Each component may invite the candidates to their breakfast caucus during the HOD. Current BOT members are asked to refrain from walking with candidates into caucus but should rather remain neutral in caucus proceedings in districts that are not their own.
- The election is conducted via a written or electronic, anonymous ballot containing the names of all nominees for that individual office. A valid ballot for President-elect,

Secretary, and Speaker shall contain only one vote for each of these positions. A valid ballot for the at-large positions shall contain the exact number (i.e., no fewer or no more) than the number of open positions.

- For example, if there are two open positions for the At-Large positions and four candidates on the ballot, the ballot must contain 2 votes. Ballots with less than or more than 2 votes shall be rejected.
- The credentials committee is responsible for collecting the ballots and counting the votes. The credentials committee disregards ballots that are invalid. For example, voting for more than one candidate, voting for someone who is ineligible to serve, or ballots that are unreadable.
- The ballots are counted by the credentials committee in a private room with supervision by FDA general counsel and other appropriate FDA staff.
- After the ballots are counted, the chair of the credentials committee reports the results to the Speaker of the House who announces the winner for each office. The number of votes each candidate receives is kept confidential.
- To be elected, a candidate must receive a majority of all legal votes cast. For example, if three candidates are nominated for an office, all 103 delegates get to vote. If one of the three candidates gets a majority (50 percent plus one of valid ballots) then the election is over. If no one wins a majority, then we go to a run-off election between the two highest vote getters.