



California State Council

POLICY AND PROCEDURE

Title: Election of Officers	Number:
Cross Reference:	
Approved by: California ENA Board of Directors	Origination Date: 07/1991
Review Date(s): 03/1999, 01/2003, 08/2005, 02/2007	Approval Date: 01/12/2017
05/2009, 03/2014	Revision Date: 08/13/2016

I. POLICY PURPOSE:

The purpose of this policy is to describe the procedure for the election of officers to the California State Council Board of Directors.

II. POLICY BACKGROUND:

This policy should be reviewed so that it reflects the nomination, application and election schedule of the national Emergency Nurses Association; the timeframe may change from one year to the next. This policy does not dictate whether ballots must be paper or electronic; the needs of the membership should guide that choice.

III. PROTOCOL:

1. The process for the election of officers to the California State Council Board of Directors will be overseen and coordinated by the State Council Immediate Past President.
2. Written applications for the office President-Elect, Secretary, Treasurer-Elect and Director-at-Large will be accepted until the deadline as determined by the Board of Directors.
3. All candidate qualifications, according to ARTICLE VII of the State Council Bylaws, will be verified by the State Council Immediate Past President.
4. Official Ballots will be sent to members of record according to the most currently available national Emergency Nurses Association membership list.
5. Online voting can be conducted in conjunction with notification in the newsletter and e-mail in accordance. The ballot will include each candidate's statement and a voting ballot (or link to the voting website).
6. All potential candidates shall submit their candidate statements within the designated deadline.
7. Ballots will be counted by the Immediate Past-President (or designee) and two (2) or more Chapter Representatives or their designees prior to the Annual Business Meeting. Members running for office will be excluded from counting the Ballots.



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8. Election results will be announced fourteen (14) days after the close of voting.
9. The terms of office are for one (1) year or until a successor is elected according to ARTICLE VII of the Bylaws. Term of office will begin on the 1st of January and terminate on the 31st of December.