



The PRLC Handbook (revised 4/27/2019)

Description

Platform, Resolution and Legislative Committee (PRLC)

The **Platform, Resolutions and Legislation Committee** shall:

1. Plan and host the biennial county platform convention;
2. Submit a proposed platform of Planks and Legislative Action Items for the County platform convention;
3. Draft, review, make recommendations, and report on Resolutions to be considered by the Central Committee, as per Article IX of these Bylaws;
4. Monitor and review proposed local, state and federal legislation, including ballot measures; and, in conjunction with the Campaign and Candidate Liaison Committee, propose appropriate actions;
5. Work with elected Democrats to coordinate and encourage support for and implementation of the Party's Platform Planks, Legislative Action Items, and Resolutions.

The **PRLC Chair** will be appointed by the MCDCC Chair with the approval of the Executive Committee. The Committee is comprised of the Chair, who coordinates the Committee's efforts and the Members. The Members are organized into Study and Organizational Groups with Leads to coordinate activities. Each House District Leader appoints Members.

The **LAI Study Groups** are organized around the Articles of the MCDCC Platform. Articles of the 2018 MCDCC Platform are Basic Needs and Human Rights; Education; Economy; Social Security and Health; Environment, Energy and Transportation; Election Integrity and Legislative Accountability; Equality; Justice; Immigration; Labor and Workers' Rights.

The **Organizational Groups** are tasked with developing the structure and strategy to carry out the work of the Committee. These are the Convention, the Legislative Liaison, and the Accountability Groups.

The **Legislative Action Items (LAI) Study Groups** are formed to expand on the Legislative Agenda Items for each Article identified and approved at the Platform Convention. Each group will be guided by members of the PRLC. The Group will review and prioritize the items for study. They will identify legislation already drafted and that proposed, legislators and candidates willing to support it and write a Study Group Report. The groups will draft resolutions and report their



findings to the PRLC and then the Central Committee. They will review the Planks and LAI and draft a new Platform for the biennial Convention.

The **Convention Group** plans the Convention, coordinates registration, notification, logistics and online review and updates, hosts the convention, conducts a survey of the Legislative Action Items to determine the legislative agenda of preferred LAIs.

The purpose of the **Legislative Liaison Group** is to organize and plan the strategy for interactions between the Legislators and constituents through the House District Leaders and Study Group Members, provide training for PCPs interested in effective interactions with legislators and develop a legislator spreadsheet with contact information, committee membership, legislative interests, and PCP contacts.

The **Accountability Group** will evaluate the work of the legislators in developing and passing legislation in accordance with the Platform. This can be accomplished through surveys of the LAIs by the legislators and evaluation of performance throughout the legislative sessions. The Group is laying out a Plan of Action and developing research protocols for an Accountability Report.

PRLC Action

The Committee meets every 4th Monday at the Mult Dems Office 3551 NE Sandy Blvd from 7 to 9 PM. Committee members are expected to attend these meetings. Group Leaders are expected to meet with the group members at least once a month and to report to the Committee on actions taken at the monthly meeting. All Democrats are welcome to come to the meetings and join the Platform, Resolution and Legislation Committee. The Legislative Liaison Group meets the 1st Saturday from 10AM to 1PM at the Mult Dems Office.

Platform, Resolution, and Legislation Committee

Faith E Ruffing, Chair platform@multdems.org

Beth Woodward, Bobbi Yambasu, Bill Harris, David O Bryant, Deb Meyer, Debbie Gordon, Eric Paulsen, Ethan Scarl, Gary Lietke, Gloria Berquist, Jil Heimensen, John Adams, John Knight, Rachelle Dixon, Michael Neff, Coy Lay, Dave Porter, Lurelle Robbins, Margi Brown, Mary Thamann, Mike Rees, Mitch Rofsky, Neil H Goodman, Hillari Willison, Michelle Risher, Pina Bello, Robert Reynolds, Sally Joughin, Sam Kahl, Sharon Nasset, Tracy Farwell, Ron Rhew, Lori Hymowitz, Jeff Anderson, Austen Lethbridge-Scarl, Mark Nerys, Ali Krasnow, James Davis



Group Leaders	Name
I Basic Needs	Faith Ruffing
II Education	Mary Thamann
III Economy	Mitch Rofsky
IV Social Security Health	Faith E Ruffing
V Environment, Energy and Transportation	Tracy Farwell Debbie Gordon
VI Election Integrity Legislative Accountability	Bill Harris
VII Equality	Michelle Risher Ali Krasnow
VIII Justice	Sally Joughin
IX Immigration	Beth Woodward
X Labor	John Adams
Platform Convention	Jil Heimensen
Legislative Liaison	Bobbi Yambasu
Accountability	Robert Reynolds

PRLC Bylaws

F. The Platform, Resolutions and Legislation Committee will:

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Resolution Bylaws

Article IX - Resolutions

Section 1 – Definition

A Resolution supports or opposes a concept, proposed or existing legislation, ballot initiative or petition, or a government policy which affects or might affect the citizens of Multnomah County.

Section 2 – Bringing a Resolution to the Central Committee for a vote

- A. A Resolution may be proposed by the Platform, Resolution, and Legislation Committee (PRLC) or by 5 PCPs.
- B. Resolutions will include a substantive action plan in support of the resolution.
- C. A Resolution proposed by PCPs will be submitted to the PRLC for assistance with formatting.
- D. If the timing of a PRLC meeting does not coincide with the need to present the Resolution to the Central Committee before relevant legislation is considered, then the submission of the PCP Resolution can be made instead to the PRLC Chair, for assistance with formatting.
- E. PCP proposers may present their resolutions to the Central Committee regardless of PRLC actions.
- F. All proposed resolutions to be considered by the Central Committee must be posted on the Party website and a notice with a link to them sent to all PCPs via email at least 6 days prior to the meeting.
- G. Resolutions submitted with proper notice are adopted by majority vote.
- H. Without 6-days' notice, a Resolution presented at a Central Committee meeting is adopted by a 4/5 vote.

Section 3. - Eligibility to Debate Resolutions

- A. The proposers of the Resolution may invite any experts on the topic to participate.
- B. Non-PCPs may request permission to participate, at the discretion of the Party Chair or by majority vote of the Central Committee.



Resolution Guidelines (09/22/15)

- Resolutions should be rare, actionable and regarding issues we feel strongly about.
- Resolutions should pertain to legislation.
- Resolutions should reflect research on both the pro and con.
- Resolution whereas justify the resolves.
- Resolutions should refer back to the DPO and MCD Platforms.
- Resolutions should contain references.
- Resolutions should contain the name(s) of person(s) that initiated the resolution.
- Resolutions should contain the names of those to whom the resolution should be directed.
- Resolutions do not support other groups, although they may support the issue.
- Resolutions should not be redundant of resolutions passed by the MCDCC or the DPO.
- Resolutions should be posted on the Mult Dems Website.

Approved by Committee 09/22/15

Resolution Standard Form

(Front page)

<p>Multnomah County Democratic Central Committee</p> <p>Resolution: 2019 – (Title)</p> <p>Whereas,</p> <p>Whereas DPO and Mult Dems Platform citing/references,</p> <p>Now therefore the Democratic Party of Multnomah County resolves that:</p> <p>Adopted on (date)</p> <p>Resolution submitted by</p> <p>Send to the following Legislators:</p>
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(Back page)

Short Summary of the purpose of the Resolution and what it will resolve.

Identify the legislators proposing it, legislation this Resolution pertains to, the timeline in the legislative process.

Identify other organizations

Links to background information

Names and addresses, emails of those to receive the resolution



Templates

Resolution Cover letter

Dear Legislator,

The Democratic Party of Multnomah County Central Committee passed the attached **Resolution** (number, Title) on (date)

The resolution calls for a (short summary of the purpose of the resolution and what you hope to accomplish)

We ask that you consider this resolution in your development of legislation. We would be happy to meet with you to discuss our thoughts.

Yours truly,

Lurelle Robbins, Chair, Democratic Party of Multnomah County

Faith E Ruffing, Chair, Platform, Resolution and Legislative Committee

Send to the Names and emails of those named in the resolution



Opposition/support letters

To: Name(s) of Chief Sponsor(s)

From: Democratic Party of Multnomah County

Re: (Bill Number & short title – Ex.: SB 1520 Omnibus Education Bill)

The Democratic Party of Multnomah County supports/opposes (Bill number). [If there are conditions – such as specific amendments, list them here – see sample]. This measure supports the adopted 2018 Democratic Party of Multnomah County Platform, Article #, Plank # and related Legislative Action Item(s) #.

List Article and Plank(s) – quote them -- see sample

List Article and LAs – quote them – see sample

Briefly explain why the Party specifically finds benefit to the measure.

Please feel free to contact us for further input on the measure or to request assistance from us.

Sincerely,

Lurrelle Robbins, Chair, Democratic Party of Multnomah County

Faith Ruffing, Chair, Platform, Resolutions and Legislative Committee



Resolution Development Protocols (03/05/19)

Resolutions developed by the Study Groups will be presented to the PRLC for consideration of approval to send to the Central Committee for consideration.

Ideas for Resolutions can be submitted by any PCP through the Study Groups, the District Leaders the PCLC and the Chair or directly to the Central Committee after giving to the Chair of the PRLC.

To maintain order and provide inclusive and efficient dialogue in the development of the resolutions the following steps are recommended:

- The Chair directs the Study Group or appoints a team, a person is delegated to be the lead for the resolution development. This could be the lead of the study group or someone appointed by the Chair. Assigns number and title.
- The Lead coordinates the work of the team of interested persons to review submitted resolutions or work together to develop the purpose of the resolution and the action to be taken.
- The Lead identifies contact info from team and sets up meeting time with team through Doodle poll ASAP (within 48 hours).
- Team reviews proposal, researches issues and identifies information to be included in the Resolution using the form as a guide and in preparation for the meeting, sends to Lead.
- Lead conducts meeting with team, discusses elements of the resolution and drafts or refines resolution. Lead sends out draft to team members for review or comment (24 hour limit)
- Lead incorporates review and comment into the updated document (new date) and sends it to the PRLC Chair, The Chair sends it to the PRLC for review and comment (24 hour limit).
- The PRLC Chair submits the final document to the MCD Chair in time for inclusion in the CC announcement.
- Resolutions not completed by the deadline may be posted on website but require 4/5th vote.



Schedule

Monthly Schedule Time

Study Group meetings are throughout the month determined by the Group.

First Saturday of the Month - Legislative Liaison Strategy Sessions 10-1 PM Mult Dems Office

Third Monday of the Month - Date to submit resolution proposals to be included in PRLC meeting announcement

Fourth Monday of the Month - PRLC Meeting 7-9 PM Mult Dems Office

First Friday following the First Thursday of the Month - Date to submit Resolutions for inclusion in the CC meeting announcement.

Biennial Schedule

January to June, odd years (2019)

Follow the Legislative Sessions, identify legislation at all levels related to platform, develop relations with the legislators to promote or oppose legislation, testify at hearings and evaluate the Platform. Develop resolutions to highlight issues.

July to December, odd years (2019)

Review results of Legislation and make recommendations for the **2020 Platform**, hold pre platform meetings with the Legislators and the PCPs to identify issues to be addressed, prepare several drafts for review and input by Multnomah County Democrats. Submit Final draft of 2020 Platform to the November Platform Convention for approval.

January to June, even years (2020)

Identify with the Primary Candidates and work the Platform to get legislators to support our ideas. Continue to follow all legislation and the 2020 Platform during short session.

June to December, even years (2020)

Elect Democrats, continue to liaison with legislators to get legislation to match the planks and legislative agenda items of the Platform.