

Policies Regarding Nominations & Elections for Texas Nurses Association District 7 Offices

Adapted from Texas Nurses Association Policies Regarding Nominations & Elections for TNA Offices

I. Background – Relating to Election Policies

Nominations and elections for Texas Nurses Association (TNA) District 7 offices shall be conducted in accordance with policies developed and approved by the TNA District 7 Board of Directors. These policies shall, at a minimum, provide for:

1. Submission of names of potential candidates by District 7 members and committees
 2. Nominating at least two candidates for each office whenever possible
 3. Placement of candidates on the ballot by random selection
 4. Publication of the proposed ballot
 5. Publication of candidate qualifications and biographical information
 6. Timelines for distributing, collecting, and counting ballots
 7. Procedures for write-in candidates
 8. Procedures for challenging the ballot or election
 9. Maintenance of ballot secrecy and confidentiality
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II. Compliance with Law and Governing Documents

A.

These policies shall comply with applicable state and federal laws and with the governing documents of the Texas Nurses Association.

B.

Any amendment to the TNA District 7 Bylaws affecting nominations and elections shall automatically be incorporated into these policies. The District 7 Board of Directors should revise these policies accordingly to reflect the intent of such amendments.

III. Implementation

The TNA District 7 Nominations and Elections Committee (hereafter referred to as “the Committee”) and designated District leadership shall implement these policies and any Board-adopted election procedures.

IV. Timelines

The Committee shall establish an annual election timeline that complies with the following minimum standards:

1. At least 14 days shall be allowed between the call for nominations and the submission deadline for potential candidates.
 2. At least 7 days shall be allowed between a call for additional nominees and the submission deadline.
 3. At least 14 days shall be allowed between publication of the proposed ballot and the deadline for ballot challenges.
 4. At least 14 days shall be allowed between the distribution of the official ballot and the voting deadline.
 5. The voting period shall allow sufficient time for tabulation of results and notification of candidates prior to the District Annual Meeting.
 6. Challenges to election results must be submitted to the membership no later than 14 days after the announcement.
 7. Election results shall be communicated to the District Secretary within 48 hours of the close of voting for inclusion in official meeting minutes.
 8. District leadership will notify elected candidates of the election outcome.
 9. All candidates shall receive official notification of election results within 48 hours of the close of voting.
 10. At least 5 days shall be allowed for an elected write-in candidate to consent to serve.
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V. Members Eligible to Vote

Members eligible to vote shall be active TNA members assigned to TNA District 7 and listed on the official membership roster by the eligibility date established by the District 7 Board of Directors.

VI. Call for Nominations / Submission of Potential Candidates / Proposed Ballot

A.

The Committee shall issue an Official Call for Nominations to the entire District 7 membership in accordance with the established election timeline.

B.

Nominations may be made through:

- Self-nomination
- Committee nomination
- Individual member nomination

C.

Names of potential candidates may be submitted following the annual call for nominations and up to the final Committee meeting for ballot selection.

D.

The Official Call for Nominations shall include:

- A list of offices to be filled
- The election timeline for the current cycle
- Information on how to access:
 - District 7 Policies Regarding Nominations & Elections, if applicable
 - Appropriate nomination and consent forms, and guidelines regarding fiduciary responsibilities and conflicts of interest, if applicable
 - Other information relevant to the election cycle

VII. Selection of Candidates for the Ballot

A.

The Committee shall establish criteria for candidate selection that include consideration of:

- Previous service and engagement within TNA and District 7
- Leadership experience
- Ability to fulfill the responsibilities of the office sought

B.

The Committee should strive to develop a ballot that reflects diversity and representation across:

- Nursing practice settings and specialties
- Educational preparation
- Geographic representation across Bell, Falls, Lampasas, and Milam counties
- Diverse backgrounds reflective of the nursing workforce and communities served

C.

The Committee shall prepare a slate of candidates who meet eligibility requirements for each office.

D.

No candidate shall be placed on the ballot without documented consent to serve.

E.

If two eligible candidates cannot reasonably be identified for an office, the Committee may nominate a single candidate, provided that membership receives:

1. Notice that only one eligible candidate was identified
2. An opportunity to submit additional qualified nominees within the established timeline

F.

The Committee shall distribute the proposed ballot to District membership.

G.

Candidate placement on the ballot shall be determined through random selection.

VIII. Distribution, Tabulation, Tie Votes, Runoffs, and Challenges

A.

The Committee shall establish procedures for ballot preparation, distribution, collection, and tallying in accordance with the election timeline.

B.

The final ballot shall include candidate biographical information and qualifications.

C.

The ballot shall provide space for write-in candidates for each elective office.

D.

Any elected write-in candidate must submit written consent to serve within the designated timeframe.

E.

If an elected write-in candidate declines or fails to consent to serve, a vacancy shall be declared.

F.

In the event of a tie vote, candidates (or their designee) shall draw lots in the presence of the District President (or designee) and Committee Chair (or designee). The selected individual shall be declared the winner.

G.

Election results shall be:

1. Communicated to the District Secretary
 2. Communicated to all candidates
 3. Announced at the TNA District 7 Annual Meeting
 4. Shared with District membership
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IX. Maintenance of Ballot Secrecy

The District 7 Board of Directors and Committee shall establish procedures to maintain confidentiality and secrecy of ballots appropriate to the voting method utilized, including electronic or paper balloting.

X. Challenges

A. Proposed Ballot

Any challenge to the proposed ballot must be submitted in writing in accordance with the established election timeline.

B. Election Results

Any challenge to election results must be submitted in writing within the timeframe established by these policies.