MEMO

To: Committee on Leadership Effectiveness and Development
From: George Lohmer
Re: Principles and Schedule for Direct MMA Elections
Date: February 20, 2013

The purpose of this memorandum to:
• Develop a set of principles for the development of direct elections for selected MMA officers, trustees and AMA delegates
• Propose a generic timetable for direct elections

Background

At the 2012 House of Delegates meeting a proposal was discussed regarding the direct election of the MMA President-Elect, Trustees and AMA delegates. While these specific proposals were not adopted prudent planning dictates study of this issue in the context of the larger discussion regarding the governance restructuring. The earliest MMA could have direct elections for any office would be in 2014 after approval of bylaws language by the 2013 House of Delegates.

Based on the 2012 governance proposal and the proposed implementing bylaws, the following MMA leadership positions would be directly elected by the membership:
• President-Elect
• Trustees (geographic or additional)\(^1\)
• AMA delegates or AMA alternate delegates

Identified Issues

The following is a list of issues that will need discussion and decision before a final proposal can be adopted by the MMA board.

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\(^1\) See language in Exhibit A regarding trustee direct elections. Clarity is necessary in the language as to whether only geographic trustees are directly elected or all trustees are directly elected. If only geographic trustees are directly elected than a process for other trustees needs to be specified.

5.2 Trustees

Geographic Trustee Election Process At each annual meeting, the House of Delegates will report to the membership a slate of candidates to serve as Trustee. Annually the membership shall elect a Trustee to fill the term of each Trustee representing a geographic Trustee District, as described in Section 8.2, whose term expires at the end of that Annual Meeting.
• Will the Nominating Committee, as a principle, list multiple candidates for each office or will a single slate of candidates (one candidate per office) or will a mixture be recommended?

• Will the nominating process be designed to allow for candidates to self-nominate and/or petition to be on the ballot?

• Will the balloting process be only by email, direct mail or a mixture?

**Proposed Principles**

Following are statements of principles regarding the direct MMA elections. These statements are based on the “Identified Issues” cited above and represent a set of responses to those issues. For some of the principle statements, in italics, are alternatives or questions which the committee can use to determine the final form of the principle.

• Voting is a crucial right and the MMA needs to assure that all members are notified of nominating and balloting processes so an informed membership can fully participate.

• The MMA will attempt, as much as possible, to nominate two or more candidates for each available office(s) (i.e., President-Elect, trustees and AMA delegation) regardless of incumbency. The Nominating committee has the option to submit a single candidate for any available position after making a good faith effort and failing to find additional candidates.

  ▪ **Alternative:** Develop a policy that the Nominating Committee only is required to submit a slate with one candidate per office

  ▪ **Alternative:** Develop a policy that the Nominating Committee may submit multiple candidates for selected offices (e.g., multiple candidates for President-Elect and only one nomination for trustee or AMA delegation) or a single candidate for other offices.

  ▪ **Alternative:** Develop a policy to nominate two or more candidates only when the office is vacant (no incumbent).

• The MMA will design and manage a candidate nomination process that:
  o Broadly publicizes to the membership the nominating and election process and schedule.
  o Encourages members to self-nominate for consideration by the Nominating Committee and/or petition to be on the ballot after an initial slate of candidates has been identified by the Nominating Committee.

  ▪ **Alternative:** Build a process which only allows for either self-nomination, petition or neither.

  ▪ **Question:** If self-nomination is allowed should the members who self-nominate be:

    • Automatically placed on the ballot
    • Assessed by the Nominating Committee and placed on the ballot if approved by the Nominating Committee
    • Automatically placed on the ballot but but labeled as self-nominated or endorsed by the Nominating Committee.

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2 Self-nomination is the ability of a member to submit their own name for consideration to the Nominating Committee for listing on the ballot. Petitioning is the ability of a member to place their name for on the ballot after they meet the requirements for a petition (usually a number of supporting signatures e.g., 25).
• **Question:** If a petition process is allowed a decision needs to be made on how many supporting signatures will be required to mandate that a member’s name will be placed on the ballot for a specified office.

• The Nominating Committee has the responsibility to vet and nominate President-Elect, trustee and AMA candidates based on MMA bylaws requirements and the competency criteria (see memorandum on board competency guidelines) developed and approved by the MMA board.

• The Nominating committee will develop campaign guidelines addressing:
  - Candidate distribution of information regarding their candidacy, credentials and reason(s) for running for office.
  - How candidates will be labeled on the ballot (e.g., incumbent, nominated, petitioned).
  - Distribution of email addresses for candidate use.

• The LED Committee/MMA management will evaluate options for management of balloting processes including:
  - Selecting with a vendor to manage the balloting process
  - Whether the balloting process will be only by email or email and paper ballots.

### Tentative Nomination and Direct Election Schedule

<table>
<thead>
<tr>
<th>Activity</th>
<th>Start Date (in days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notice of elections issued (Opening of nominations period) Includes:</td>
<td>Day 1</td>
</tr>
<tr>
<td>• Positions/offices available for elections</td>
<td></td>
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<tr>
<td>• Election dates</td>
<td></td>
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<tr>
<td>• Self-nomination process</td>
<td></td>
</tr>
<tr>
<td>Nominating committee solicits candidates</td>
<td>Previous to Day 1 through Day 30</td>
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<tr>
<td>End of self-nomination period and Nominating committee solicitation</td>
<td>Day 30</td>
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<tr>
<td>period.</td>
<td></td>
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<tr>
<td>Nominating committee determines initial slate of candidates</td>
<td>Day 45</td>
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<tr>
<td>Development and publication of initial slate of candidates. Includes:</td>
<td>Day 60</td>
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<tr>
<td>• Candidates nominated</td>
<td></td>
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<tr>
<td>• Election dates</td>
<td></td>
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<tr>
<td>• Petition process</td>
<td></td>
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<tr>
<td>Close of final nomination period/Slate of candidates finalized</td>
<td>Day 90</td>
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<tr>
<td>Nominating committee determines final slate of candidates</td>
<td>Day 100</td>
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<tr>
<td>Distribution of ballots</td>
<td>Day 110</td>
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<tr>
<td>Close of election</td>
<td>Day 140</td>
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<tr>
<td>Tally of ballots/announcement of winners</td>
<td>Day 150</td>
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<tr>
<td>Winning candidates take office at MMA Annual Meeting (assumes 30 day</td>
<td>Day 180</td>
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<td>time period, could be a lot less)</td>
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Direct Election Language in Proposed 2012 MMA Bylaws Revision
(Not Approved by MMA HOD)

5.1 Officers

A. Officers Officer Elected by the House Membership The Nominating Committee will report to the House of Delegates at each Annual Meeting membership a slate of candidate(s) for the office of Speaker, Vice-Speaker, President-Elect, and Secretary-Treasurer.

5.2 Trustees

Geographic Trustee Election Process At each annual meeting, the House of Delegates The Nominating Committee will report to the membership a slate of candidates to serve as Trustee. Annually the membership shall elect a Trustee to fill the term of each Trustee representing a geographic Trustee District, as described in Section 8.2, whose term expires at the end of that Annual Meeting.

5.3 AMA Delegates and Alternate Delegates

AMA Delegates and AMA Alternate Delegates shall be elected by the MMA House of Delegates membership. The Nominating Committee shall report annually to the Annual Meeting of the House of Delegates membership a slate of candidates from among the members of the MMA for AMA Delegates and AMA Alternate Delegates to the AMA. All nominees must be AMA and MMA members. No officer or trustee, except the President-Elect, President or Immediate Past President, shall also serve concurrently as an American Medical Association AMA Delegate or AMA Alternate Delegate.