

REDDING RANCHERIA TRIBAL GOVERNMENT POLICIES

Chapter TP 3-100

ELECTION COMMITTEE



June 23, 2026

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Election Committee

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SECTION 1: PURPOSE

The purpose of this policy is to carry out the duties and responsibilities of the Redding Rancheria Tribal Election Committee as set forth in the Election Ordinance and Article VI of the Constitution.

SECTION 2: BACKGROUND AND INTENT

Tribal Council has authorized the establishment of the Redding Rancheria Tribal Election Committee pursuant to section VI (4) of the Constitution. This committee is established to carry out the duties set forth in the Constitution and the Election Ordinance. The primary role of this committee is to provide for membership participation and involvement in Tribal Government through the Election of Tribal Council members.

SECTION 3: DEFINITIONS

- (a) Eligible Voter: All members of the Redding Rancheria who are 18 years of age or older per Article VI of the Redding Rancheria Constitution.
- (b) Absentee Voter: Is an Eligible Voter who is unable to appear at the polling station on election day. Each eligible voting member will receive an Absentee Ballot in the mail.
- (c) Absentee Ballot: Is a postal ballot that Tribal Council has approved and is mailed out by the Election Committee to Absentee Voters that must be returned by postal mail to be counted. All Absentee Ballots must contain a mark, seal, symbol or other means to distinguish it from an "In-Person Ballot".
- (d) Walk-In Ballot: Is an Absentee Ballot that was mailed to an eligible voter but is brought to the polling station on election day. Walk-In ballots are not permitted but such ballot shall be replaced with an "In-Person Ballot"
- (e) In-Person Ballots: A ballot cast by an eligible voter on election day who is physically present to vote at the polling location.
- (f) Proxy voting: Proxy Voting is a process by which one eligible voter delegates his/her power to vote to another voter and is prohibited in all Redding Rancheria Tribal Council elections.
- (g) Tribal Council: The governing body of the Redding Rancheria.
- (h) General Membership: All enrolled tribal members of The Redding Rancheria.

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- (i) Election: The Redding Rancheria Tribal Election begins when the polls open on the first Saturday in October and concludes when the ballots are counted, all Election contests are resolved, any run-off elections are concluded and final results are certified.
- (j) Election Day: Held annually on the first Saturday in October.
- (k) Election Meeting: The Election Meeting is the General Membership Meeting held in June of each year at which the Election Committee shall provide the list of eligible candidates and accepts nominations for Tribal Council.
- (l) Election Committee: The members of the Redding Rancheria Election Committee are selected by the General Membership at the last regular General Membership meeting prior to the Election Meeting and consists of three voting members, four alternates and as many Substitute Alternates as the General Membership deems necessary. The Election Committee shall select a Chairperson and Vice Chairperson from the three voting members. The Chairperson shall preside over the meetings and shall make sure that only Election Committee members who attend an entire meeting receive a stipend. The Vice-Chairperson shall serve as Chairperson whenever the Chairperson is unavailable.
- (m) Substitute Alternate: A Substitute Alternate is a Redding Rancheria Tribal Member who is eligible to serve on the Election Committee and is appointed by the General Membership if there are insufficient voting members and alternates to conduct a meeting of the Election Committee or perform any of the duties thereof.
- (n) Election Committee Training: The Election Committee Training is mandatory training for all Election Committee Members, organized and facilitated by the Lead Staff assigned to the Election Committee by the CEO. The Election Committee Training shall educate all members on the duties and responsibilities of the Election Committee.
- (o) Lead Staff: The Lead Staff is a tribal employee assigned by the CEO to train and assist the Election Committee, usually the Members Benefits Coordinator, unless that position is held by a tribal member, or that employee is otherwise conflicted.
- (p) Constitution: The Constitution of the Redding Rancheria adopted by the membership on December 30, 1989.

SECTION 4: DELEGATED AUTHORITY

The Election Committee has delegated certain duties under Article VI Section (4) of the Constitution and is granted all authority necessary to carry out those duties by Chapter 3, Section 3002 of the Redding Rancheria Election Ordinance.

SECTION 5: AUTHORIZED PROGRAMS AND SERVICES (Reserved)

SECTION 6: COMMITTEE SCOPE AND PURPOSE

The Redding Rancheria Election Committee oversees all aspects of the Tribal Council election process. The Election Committee regulates and administers elections, and advises the Tribal Council on election procedures and standards for inclusion in Tribal Policy or Ordinance. The Election Committee is responsible for overseeing nominations, counting ballots, resolving election contests and safeguarding the overall integrity of the election process.

The Election Committee oversees all aspects of the Tribal Council Election process, including:

- (a) Overseeing nominations at the General Membership meeting in June of each year;
- (b) Recommending Election dates, plans and improvements to the process to the Tribal Council;
- (c) Recommending to the Tribal Council the wording and appearance of ballots to be used for voting;
- (d) Mailing ballots to absentee voters.
- (e) Staffing of the voting location on Election Day;
- (f) Verifying the eligibility of all voters;
- (g) Creates formal list of eligible members.
- (h) Collecting ballots from in-person voters and Absentee Mail-In Ballots; no Walk-In Ballots are to be accepted.
- (i) Counting votes; in accordance with procedures established by the tribal government and conducted in compliance with operating procedures.
- (j) Posting results of the vote count at the conclusion of voting; and

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- (k) Staffing the process for election of positions on Tribal Council.
- (l) The Election Committee shall also undertake any other duties and responsibilities as developed and approved by the Tribal Council through Policy and Ordinance.

SECTION 7: COMMITTEE MEMBERSHIP

- (a) Composition

The committee is composed of three members and four alternates as set forth in Article VI of the Constitution. All Redding Rancheria Tribal Members who are 18 years of age or older are eligible to serve on the Election Committee. The General Membership may choose as many Substitute Alternate Members as deemed necessary to ensure that the business of the Election Committee is efficiently carried out.

- (b) Selection and Seating Process

- (1) Nomination and Selection by General Membership:

The General Membership of the Redding Rancheria shall select the members of the Election Committee through nominations held at the last regular General Membership Meeting before the June Election Meeting. The General Membership may nominate and select as many Election Committee Members as deemed necessary, but no fewer than seven members.

- (2) Tribal Staff Led Drawing

On the Monday following the General Membership Meeting, or as soon thereafter as practicable, Member Benefits staff, through the assigned Lead Staff, shall call a meeting of all persons selected to serve on the Election Committee. Lead Staff shall conduct a random drawing, such as drawing names from a container, to determine the order of service for the Election Committee members.

- (3) Seating Order

The first three names drawn shall serve as voting members. The next four names drawn shall serve as Alternates, in the order selected. All remaining names drawn shall serve as Substitute Alternates and shall advance in the order drawn.

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(4) Vacancy Progression

If a voting member position becomes vacant, the next available Alternate shall fill the vacancy in the order selected. If an Alternate becomes a voting member, the next available Substitute Alternate shall fill the Alternate position in the order selected.

(5) Staff Assistance and Conflict Safeguards

Lead Staff may request assistance from other Members Benefits staff members to conduct or document the random drawing, provided that the assisting employee is not running for Tribal Council and does not otherwise have a conflict of interest that could call into question the integrity of the process.

(6) Chair and Vice Chair

After the three voting members are seated, they shall convene and select a Chairperson and Vice Chairperson from among themselves.

(7) Selection Process and Family Representation

In conducting the random selection process, Lead Staff shall make reasonable efforts to ensure diversity of family representation among voting members and alternates, to an extent practicable. Those reasonable efforts shall include identifying, prior to any selection of names for the Committee, the family that each prospective committee member has been enrolled under. When the first three names are drawn, if someone from the same family was already drawn then that name will be set aside until all three voting members have been selected from three different families. Any names that were set aside will be added to the pool. The next four names will be selected as alternates using the same process, making sure the first three alternates come from three different families. Any names set aside during the selection of the Alternates shall be added in for the selection of the Substitute Alternates. Substitute Alternates shall be selected without regard for family and will be placed on a list in the order their name was selected.

SECTION 8: TERM

Members are appointed at the last regular General Membership meeting prior to the June Election Meeting. Their term shall expire at the next regular General Membership meeting after the Election is fully concluded with all ballots counted, any contests, run-offs, or disputes are resolved and results are certified.

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SECTION 9: COMMITTEE REQUIREMENTS

- (a) Complete Election Committee Training
- (b) Attend all meetings.
- (c) Carry out duties of Election procedures, policy and the Redding Rancheria Election Ordinance.
- (d) To perform all the duties and responsibilities of the Election Committee as set forth in the constitution, Ordinance, this Policy and associated Operating Procedures.

SECTION 10: QUORUM

For the purpose of conducting Election Committee business, a quorum shall consist of three or more committee members, including alternates.

SECTION 11: VACANCIES

In the event of a vacancy on the Committee, an alternate shall be selected by the Committee to fill the remaining period of the term.

SECTION 12: MEETINGS

- (a) The annual cycle of Election Committee meetings begins with the nomination of Tribal Council candidates, continues through the election cycle and concludes with the seating of Tribal Council members.
- (b) All Election Committee members are required to attend the Election Committee Training.

SECTION 13: ASSIGNMENT OF LEAD STAFF

- (a) The Tribal Member Benefits Coordinator shall operate as lead staff for the Redding Rancheria Election Committee.
- (b) In the event that the Tribal Member Benefits Coordinator is a Tribal Member, or otherwise conflicted from serving as Lead Staff, a non-Tribal Member will be designated or appointed by the CEO as Lead Staff for election purposes.

SECTION 14: COMPENSATION

Unless otherwise provided by the Tribal Council, the compensation of committee members for attending meetings shall be as established by Section 15 of TP 3-000 entitled "Advisory Committee Authorization and Organization".

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SECTION 15: SEVERABILITY

If a court of competent jurisdiction finds any provision of this policy to be invalid or illegal under applicable Tribal and/or federal law, such provision shall be severed from this policy and the remainder of this policy shall remain in full force and effect.

Legislative History:

Originally Adopted by Tribal Council Resolution #036-05-14-08, dated May 14, 2008.

Amended by Tribal Council Resolution #059-06-16-09 dated June 16, 2009.

Amended by Tribal Council Resolution #051-6-23-26 dated June 23, 2026.