



**BY-LAWS OF THE  
EL PASO COUNTY REPUBLICAN PARTY**

**Adopted by the County Executive Committee**

**on 15th day of August, 2020.**



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(As adopted by the County Executive Committee on August 15, 2020)

**ARTICLE I**

**Section 1.** The name of the organization shall be the El Paso County Republican Party County Executive Committee, hereinafter referred to as the CEC.

**ARTICLE II**

**Section 1.** Organizational Purpose (Why The El Paso Republican Party Exists)...

The El Paso Republican Party, also referred to as GOP, represents our community, of individuals, families, and businesses, and seeks to unite El Pasoans, through a constitutional and conservative approach, in order to provide candidates to win elections and have greater opportunities to fulfill the American Dream while building a strong and prosperous future.

**Section 2.** Organizational Vision (What we want to accomplish for El Paso)...

El Paso will be, a free, just and thriving community for all.

**Section 3.** Organizational Mission (How we will fulfill our Purpose and Vision)...

We will elect individuals who represent our constitutional principles of: life, individual freedoms, family, lower taxes, growth opportunities, ethical governance, and will hold our government leaders accountable to fiscally sound and transparent governance to improve the quality of life for all El Paso.

**Section 4.** Organizational Values (Standards for our behavior and relating with one another)...

Our CEC will provide leadership for El Paso's Future with leaders who are:

- F**aithful
- U**nited and Promote Unity
- T**ruthful and Transparent
- U**nderstanding
- R**esponsible and Respectful
- E**ducating Others

**ACTICLE III  
ROLES AND RESPONSIBILITIES**

**Section 1. Roles of the CEC**

- A. The CEC is charged with the responsibility of observing all laws of the State of Texas and these United States in fulfilling these Bylaws. It is also agreed that all decisions will be bound by the Texas Election Code and the Rules of the Republican Party of Texas (RPT) when applicable;



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- B. Establish the platform and general policy of the Republican Party of El Paso County, subject to the direction of the biennial County and State Conventions;
- C. Represent the Republican Party at City, County, State, and National levels, articulating and publicizing the Party's positions and candidates;
- D. Function as a cooperative body with the focus of building the Republican Party and trust with constituents within El Paso County;
- E. Be an example to other CEC's within the State of Texas and our Nation.

**Section 2. Responsibilities of the CEC**

- A. Support and promote the Party's candidates;
- B. Represent the stated principles, virtues, values, and beliefs of the Republican Party for El Paso County at all times;
- C. Cooperate in carrying out programs initiated by the Republican Party of Texas (hereinafter RPT), including but not limited to:
  - a. conducting a Republican Primary in as many election precincts within the county as practicable and holding a Republican Primary in at minimum 50% of the precincts in each County Commissioner's precinct in the county;
  - b. organizing coordinated efforts within each precinct preceding each general election to publicize and support the Party's candidates;
- D. Ensure Precinct Chairs and Republican Candidates adhere to the Texas State Election Code of Ethics;
- E. Provide an opportunity for all Texans, who subscribe to and participate in the beliefs, ethics, and principles advocated by the Party;
- F. Prepare the Party's annual Strategic Game Plan, approve an annual budget, and adopt changes to the Bylaws whenever appropriate and/or needed.

**Section 3.** The El Paso County CEC shall not endorse any candidate appearing in a contested race on the Republican Primary, Primary Runoff or Special Election ballot; nor shall the CEC endorse or oppose any candidate(s) appearing on any non-partisan ballot. Notwithstanding, individual Precinct Chairs may support candidates of their choice.

**Section 4.** The El Paso County CEC shall decide whether or not to support any candidate on the Republican Primary, Primary Runoff or Special Election ballot, should a candidate willfully violate the CEC Values and Texas State Election Code of Ethics.



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## **ARTICLE IV RULES**

**Section 5.** The rules adopted by this political party must be consistent with State law, the Texas Election Code (hereinafter “TEC”), and the rules adopted by the Republican Party of Texas (hereinafter “RPT”).

## **ARTICLE V MEMBERS**

**Section 1.** In accordance with TEC Sections 171.021, 171.022, 171.0221, 171.023, 171.0231 and In accordance with RPT Rule 1(d), this County Executive Committee is established and members defined.

**Section 2.** The CEC shall be composed of the County Chair, his/her Executive Cabinet, Officers, the Parliamentarian, and the Precinct Chair of the respective election precincts in the county. However, the County Chair and the Precinct Chair of the respective election precincts in the county, all of whom are elected biennially as provided in the appropriate section(s) of the Texas Election Code, and as such, shall be the only voting members of the CEC.

**Section 3.** To qualify to hold the office of Precinct Chair or County Chair, a candidate must be a qualified voter residing within the bounds of the entity represented and, during the voting year in which primary elections are held, must have voted in the Republican Primary.

**Section 4.** The term of office shall be for two (2) years commencing on the twentieth (20th) day after the Primary Runoff Election day as provided for in the appropriate section(s) of the Texas Election Code.

**Section 5.** The Chair, or the CEC, individually or as a body, shall not make any decisions which commit the Party to financial or contractual obligations which may extend beyond the term of their office.

**Section 6.** The CEC must approve all contractual obligations for the Party.

**Section 7.** Vacancies within the CEC are filled in accordance with TEC Sections 171.024, 171.025, 171.0251.

Any vacancy in the office of County Chair or Precinct Chair shall be filled by the CEC. In accordance with RPT Rule 9(a) and TEC Section 171.024(c) a quorum for conduct of non-statutory business and filling vacancies shall constitute one-fourth (25%) of the total membership, excluding vacancies, of the CEC.

**Section 8.** If any member of the CEC misses three (3) consecutive meetings the Chair and/or remaining CEC members may ask for the member’s resignation.



## ARTICLE VI OFFICERS

**Section 1.** Officers of the CEC shall be the County Chair, the County Vice-Chair(s), Treasurer, Recording Secretary, Parliamentarian and Sergeant-at-Arms. The Chair shall appoint the Treasurer immediately upon assuming office. The County Vice-Chair(s), Secretary (if appointed), Parliamentarian and Sergeant-at-Arms shall be appointed by the County Chair, and in no case shall the office of Vice-Chair be vacant more than ninety (90) days. Any additional appointment(s) of an officer(s) may be made by the County Chairman as needed.

**Section 2.** Officer terms shall be concurrent with that of the CEC, except that in the event of a vacancy in the office of County Chair, appointed officers shall serve only until election of a new County Chair.

**Section 3.** Vacancies of the Chair or Officers

A vacancy in the office of County Chair shall be filled in accordance with Section 171.025 of the Texas Election Code. Votes by mail, email, or fax are not allowed to fill a vacancy in the office of County Chair. A proxy vote by a member of the CEC not in attendance is not allowed.

A vacancy in the office of the Recording Secretary may be filled by the Chair following notice of the vacancy, or at a special meeting called for that purpose.

**Section 4.** Duties of officers shall be those prescribed by the parliamentary authority adopted by the CEC and by these Bylaws as listed below:

**A. COUNTY CHAIR.** The County Chair shall be the CEC's presiding officer and official spokesman. The County Chair shall perform duties required by statute, these Bylaws and by the Rules of the Republican Party of Texas. The County Chairman shall be an ex-officio member of all county Standing and Special Committees. The County Chair may be a member of the Texas Republican County Chair's Association and any assessments or dues may be paid by the CEC as authorized by the CEC. The County Chair may as necessary appoint assistants to any of the officers.

**B. COUNTY VICE-CHAIR(S).** A County Vice-Chair shall assist the Chair as requested in performance of duties of the office and, in the event of his/her absence, resignation, death or inability or unwillingness to serve, one Vice-Chair, selected by the CEC, shall serve as Acting Chair until the Chair resumes duties or until the election of a new Chair.

**C. TREASURER.** The Treasurer shall be responsible for keeping accurate and timely records and for complying with any applicable state and federal statute with regard to reporting contributions and expenditures. The Treasurer shall prepare a quarterly report of financial condition for presentation to the CEC. The Treasurer shall be an ex-officio member of the Finance and Fundraising Committees.



**D. SECRETARY.** The Secretary, if appointed, shall carry out the usual duties of that office, keeping an up-to-date roll of the CEC's members and insuring that each member receives timely notices of meetings. In the event of a vacancy in the office of County Chair, if a Secretary exists, or one Vice Chair, shall call a meeting of the CEC for the purpose of electing a new Chair as provided for in the appropriate section(s) of the Texas Election Code. The Secretary or Vice Chair is authorized to receive applications for a place on the Primary Ballot as provided for in the appropriate section(s) of the TEC.

**E. RECORDING SECRETARY.** The Recording Secretary shall be responsible for recording the minutes of the CEC Meetings, sending a draft of the minutes by email to the CEC members within seven (7) days of the CEC meeting, receive changes from CEC members, and after approved posting said minutes to the party website. The Recording Secretary will not have any statutory duties. A permanent video file plus a hand scribed record containing minutes of the CEC meetings shall be maintained.

**F. PARLIAMENTARIAN.** The Parliamentarian shall be responsible for ensuring that all meetings of the CEC shall be governed by Robert's Rules of Order Newly Revised Version where applicable and not inconsistent with these bylaws or any state or federal statute. The Parliamentarian may assist such other Boards or Committees of the CEC as may from time to time be directed by the County Chair or requested by the presiding officer or Chair of such other Board or Committee.

**G. SERGEANT-AT-ARMS.** The Sergeant-at-Arms shall assist the Chair and/or Vice Chair, presiding over the meeting, in maintaining a proper decorum at all meetings of the CEC and to ensure that all business to come before such meeting may be disposed of in an orderly, non-disruptive and professional manner. The Sergeant-at-Arms shall be the officer responsible for the removal of any person deemed by the Chair or Vice Chair, presiding over the meeting, to be so disruptive or abusive of a privilege during a meeting of the CEC that to allow such person to remain would seriously impede the Committee from conducting and completing the business for which the Committee was called to order.

## **ARTICLE VII MEETINGS**

**Section 1.** The CEC shall meet at such times as required by the Texas Election Code and in no event shall there be less than one meeting held each quarter. The Chair will decide the frequency and agenda for non-statutory or regulatory scheduled meetings of the CEC.

**Section 2.** In the year in which the CEC is elected, the first regular quarterly meeting shall be an organizational meeting, to be held within forty-five (45) days following the date of the Primary Runoff Election, for the purpose of adopting Bylaws, electing the Executive Committee Secretary,



constituting Standing Committees, and other business pertinent to organizing the CEC.

**Section 3.** The CEC shall meet at the call of the Chair, except that meetings may also be called by petition of twenty-five (25%) per cent of its membership to the responsible officer.

**Section 4.** Not less than seven (7) days written, email or manual notice shall be required for all regular meetings, except in the event of a stated emergency, in which case the two (2) day notice by personal contact of each member shall be deemed sufficient. In accordance with the RPT rules, no CEC meeting shall be held two (2) days prior, during, or two (2) days after the week of the biennial State Convention or the quadrennial National Convention.

**Section 5. NON-STATUTORY BUSINESS AND FILLING VACANCIES.** In accordance with RPT Rule 9(a) and TEC Section 171.024(c) a quorum for conduct of non-statutory business and filling vacancies shall constitute of one-fourth (25%) of the total membership, excluding vacancies, of the CEC. If the quorum provided is not present at any executive committee meeting, then only statutory business (called for by the TEC) may be transacted at a meeting.

**Section 6. STATUTORY BUSINESS.** A quorum for conduct of statutory business (called for by the TEC) shall consist of those members present.

**Section 7.** Voting shall be by personal attendance only – no proxies allowed. In the case of a health emergency declared by a local, state, or national government entity, the CEC may conduct business required by the TEC.

**Section 8.** Voting members of the CEC shall consist of: the County Chair and Precinct Chairs only.

**Section 9.** In accordance with RPT Rule 7(a), at all CEC meetings, votes shall be cast and counted in manner prescribed by the current edition of Robert's Rules of Order Newly Revised version; and except as provided in this rule, the vote of each member shall have equal weight. A CEC may authorize voting to fill precinct chair vacancies via U.S. mail or email.

## **ARTICLE VIII ADVISORY BOARD**

**Section 1.** Officers of the CEC, appointive and elective, plus one (1) member of the CEC to be selected by the CEC at the organizational meeting of the newly constituted CEC, shall compose the Advisory Board of the Republican Party of El Paso County.

**Section 2.** The Advisory Board shall provide general guidance to the county Party between meetings of the CEC and shall be authorized to inform necessary business on behalf of the CEC, subject to provisions of the Texas Election Code and these Bylaws.

**Section 3.** The Advisory Board shall meet at the call of the County Chair, who shall be the presiding officer, or at the petition of three (3) members of the Board to the responsible officer. Five (5) days written notice of meeting shall be given each Board member, except in case of an emergency in which event notice by personal contact of each Board member is permissible.





**Section 4.** Five members shall constitute a quorum for transaction of business at all meetings of the Advisory Board.

## **ARTICLE IX COMMITTEES**

**Section 1.** In accordance with RPT Rule 8(a) there shall be Standing Committees. This CEC can have the following: Rules, Nominations, Outreach/Events, The Republican Club, Finance, Fundraising, Candidates & Campaign, Elections, Headquarters & Volunteers, Training, and Strategic Implementation committees.

**Section 2.** Each Standing Committee shall be composed of no less than three (3) members who shall be appointed, including the committee chair, by the County Chair.

**Section 3.** Each committee is authorized to develop procedures for conducting the business within the committee's jurisdiction, subject to review and amendment by the full CEC.

**Section 4.** A committee member or members may be removed from a committee upon request of the Committee Chair or County Chair subject to approval of the CEC unless such member was appointed by the County Chair in which event such approval shall not be required.

**Section 5.** The duties of the Standing Committees shall be as follows:

A. **RULES COMMITTEE.** The Rules Committee shall periodically review the bylaws governing the CEC and may recommend amendments thereto which have been approved by a majority of all members of the Rules Committee to the CEC for consideration. The Committee shall meet at the call of the Committee chair.

B. **NOMINATIONS COMMITTEE.** The Nominations Committee shall endeavor to find & vet precinct chairs, candidates, others who participate with the Party. Additionally, the Committee will vet and recommend nominees for the El Paso Republican Hall of Fame. The Committee shall meet at the call of the Committee chair.

C. **FINANCE COMMITTEE.** The Finance Committee shall be responsible for planning and directing fundraising activities for the County Party. The Committee shall also prepare a budget, either annually or biennially as determined by the CEC, to submit to the CEC. The Treasurer shall be an ex-officio member of the Finance Committee and associate members, serving in an advisory capacity, may be appointed by the County Chair. The Committee shall meet at the call of the Committee chair.

D. **HEADQUARTERS & VOLUNTEERS COMMITTEE.** The Headquarters & Volunteers Committee shall develop and maintain a list of volunteer workers to support Republican Party activities and shall keep, maintain and operate the Headquarters of the El Paso County Republican Party. The Committee shall meet at the call of the Committee Chair.





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E. **OUTREACH/EVENTS COMMITTEE.** The Outreach/Events Committee shall develop a calendar of events in the county, including but not limited to, the scheduling of events, arranging keynote speakers and publicity for each event. The Committee shall meet at the call of the Committee chair.

F. **REPUBLICAN CLUB.** The Republican Club shall be tasked with community outreach and education as prescribed by the CEC. The Committee shall meet at the call of the Committee chair.

G. **ELECTIONS COMMITTEE.** The Elections Committee shall organize, train, equip and staff volunteers for all elections and provides a detailed analysis of each election. The Committee shall meet at the call of the Committee chair.

H. **TRAINING COMMITTEE.** The Training Committee shall develop and implement training for leaders at all levels in the Party and ensuring that training is provided to the community which promotes Republican Values. The Committee shall meet at the call of the Committee chair.

I. **STRATEGIC IMPLEMENTATION COMMITTEE.** The Strategic Implementation Committee shall ensure the Party stays on track with its Strategic Game Plan and makes specific recommendations should one or more planned initiatives not remain on track. The Committee shall meet at the call of the Committee chair.

J. **CANDIDATE DEVELOPMENT COMMITTEE.** The Candidate Development Committee shall develop individuals who have been recommended by the Nominations Committee as a candidate for office. The Committee shall meet at the call of the Committee chair.

K. **CAMPAIGN COORDINATION COMMITTEE.** The Campaign Coordination committee shall reach out to Republican candidates who have been vetted by the Nominations Committee and trained by the Candidate Development Committee to run successful campaigns. The Committee shall meet at the call of the Committee chair.

**Section 6.** The County Chair may appoint such special committees as he/she deems necessary to assist in carrying out duties not specifically assigned to a Standing Committee.

**Section 7.** Each Standing Committee shall maintain minutes of its meetings and shall file such minutes with the Secretary of the CEC within a reasonable time after any meeting of such Standing Committee. A permanent file containing minutes of each Standing Committee meeting shall be maintained by the Secretary in the same manner as the Secretary maintains minutes of the CEC meetings.

**Section 8.** For purposes of these Bylaws, an ex-officio member of a committee shall serve in such position only in an advisory capacity and shall not be allowed to vote on any matter pending before such committee nor shall be included for purposes of establishing a quorum. An ex-officio member of a committee shall not be counted as a member of a committee for purposes of committee membership under subsections A-K of Section 5, Article IX.



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**Section 9.** Auxiliaries; An auxiliary is defined as a group, not a part of the statutory party structure, which as a group, subscribes to the beliefs and principles advocated by the Party, which offers opportunities for the growth and development of the Party, the primary purpose of which is to promote the El Paso County Republican Party, Republican nominees and causes, and which is granted auxiliary status by the El Paso County Executive Committee.

**ARTICLE X  
PARLIAMENTARY AUTHORITY**

**Section 1.** The rules contained in the latest edition of Robert's Rules of Order Newly Revised Version shall govern the CEC in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules promulgated by the Republican Party of Texas, or any State or Federal statutes.

**ARTICLE XI  
AMENDMENT OF BYLAWS**

**Section 1.** In accordance with RPT Rules 1(a), 8(a) and 8(b), these Bylaws and Supplemental Rules may be amended by a majority vote of the members of the CEC present and voting at a properly called meeting of the CEC by giving notice at the previous regular meeting, or by mailing written notice to each CEC member at least seven (7) days in advance of a regular or special meeting called for that purpose.

**ARTICLE XII  
SEVERABILITY CLAUSE**

**Section 1.** If any provision or provisions of these By-laws shall be held to be invalid, illegal, unenforceable or in conflict with the law of any jurisdiction, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

Executed By:

\_\_\_\_\_  
County Chairman Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
CEC Secretary Signature

\_\_\_\_\_  
Date