

**EMERGENCY NURSES ASSOCIATION
CALIFORNIA STATE COUNCIL
STANDARD PROCEDURE: CHAPTER ELECTIONS**

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I. PURPOSE

- A. To provide guidelines for the Chapter election process
- B. To ensure continuity of Chapter leadership
- C. To identify Chapter officers prior to the State Council Leadership Symposium

II. PROCEDURE

- A. According to National ENA Council/Chapter Operating Procedures:
 - 1. The officers must be elected by a majority vote of the active chapter members
 - 2. Each chapter will hold elections for its officers at a business meeting to be scheduled prior to the end of each calendar year or through a mail ballot.
- B. In order to ensure identification of Chapter leadership prior to the State Council Leadership symposium, the following guidelines are established for Chapters:
 - 1. Nominations for office should be made prior to September
 - 2. The election should take place prior to October 15 in order that elected leaders may attend the State Council Leadership Symposium in November
 - 3. Results of the Chapter election shall be reported to the State Council Secretary as soon as results are known.

III. CHAPTER ELECTED OFFICERS

- A. According to the ENA Council/Chapter Operating Procedures, the following qualifications are set forth for Chapter leadership:
 - 1. Current active ENA membership
 - 2. Current professional nurse licensure in California
 - 3. Active participation at the state or local level
- B. Officers required for Chapter leadership
 - 1. President
 - 2. President-Elect
 - 3. Secretary/Treasurer
 - a. one person may exercise both positions or the chapter may opt to elect one individual to each position
 - 4. Chapter Representative to State Council
 - a. it is not necessary that this be a separate elected position
 - b. many Chapters delegate this responsibility either to their President or President-Elect
- C. Qualifications are as set forth in ENA's State Council/Chapter Operating Procedures, unless otherwise stated in Chapter Standard Procedures, if any.

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IV. TERMS OF OFFICE

- A. Elected officers shall serve for a term of one calendar year, January 1 through December 31 or until a successor is elected according to ARTICLE VII of the State Council *Bylaws*.

**ORIGINAL APPROVED BY STATE COUNCIL: October 1999
EFFECTIVE DATE: January 2000
REVIEW / REVISION DATE: August 2005**