

# **UTAH REPUBLICAN PARTY CAUCUS**

**March 8, 2022**

**\*TO BE READ BY PRECINCT CHAIR/CAUCUS HOST\***

# **WELCOME LETTER**

Dear Caucus Attendees,

Welcome to your local 2022 Utah Republican Party Caucus Meeting. Your attendance tonight speaks volumes about your commitment to your community, our state, and our treasured style of representative democracy. The important work that you take part in and complete tonight will have a broad and lasting effect on your community, our state, and our nation. Congratulations for getting involved and making a difference.

The delegates that you elect tonight will commit to be your voice and represent you at county and state conventions. They will vet candidates, they will do their research, and they will be your voice in choosing conservative candidates who align with the Utah Republican Party Platform. Please share your thoughts and concerns with your delegates so that they can best represent you as they cast votes to decide the future of our state and country. Elected delegates at both the county and state level should be open to receiving your feedback.

We are grateful for your service to the Utah Republican Party. We appreciate your support and your willingness to show up and take part in the caucus and convention system. We know it is a system that is most representative, where you can truly make a difference. Utah is a great place to live because of the caucus system and your willingness to participate in the political process. We thank you again for being here tonight and we wish you a happy and successful caucus experience.

Thank you for your service,

Carson Jorgensen, Chair  
Jordan Hess, Vice Chair  
Olivia Horlacher, Secretary  
Mike Bird, Treasurer



## **Caucus 2022 Checklist & Preparation**

**Caucus Hosts are responsible for having the following printed materials at Caucus:**

1 per precinct:

Caucus Packet (provided by County Party)

Enough for all delegates:

County/State Delegate Responsibilities sheets (from Caucus packet)

Enough for all attendees:

Sign-in Sheets for attendees (1 per credentialing volunteer-1 copy provided in Caucus packet)

Small ballot sheets (one ballot per attendee, for each position)

**To do before Caucus (March 8th):**

- Study County Bylaws & Constitution pertaining to Caucus
- Recruit volunteers to credential, serve as election clerks, help with data entry, etc
- Recruit and encourage candidates and attendees - It is recommended that you call the registered Republicans within your precinct to invite them to Caucus
- Post Caucus night location, date, and time in at least 3 physical locations (signs provided by County Party)
- Optional: Hold a pre-Caucus meeting or training to prepare your team
- Items to bring to Caucus: Pens, Extra blank paper for ballots, Scissors, Ballot box with lid, Laptops or other tools to submit Election results electronically

**To do during Caucus:**

- During registration, ensure that each attendee is a registered Republican, signs in, and receives a credential card with the precinct number written on the back
- Follow the Caucus script provided in the Caucus packet to conduct precinct elections
- Ensure that each elected Precinct Officer and County/State Delegate receives a Responsibilities sheet and provides their contact info before the end of the meeting

**To do directly after Caucus (IMMEDIATELY):**

- Report your precinct's Caucus Election Results via the Google form, and by filling out the paper form included in the Caucus packet. Return the Caucus packet, with the Donations envelope, to your District Chair.



## **Caucus 2022 Checklist & Preparation (continued)**

Please do not use any materials (pens, papers, etc) from the classroom. We must leave the classroom in the condition it was before our meeting.

Please arrive at your Caucus location by 5:30 pm. You will need to set up for the registration and meet & greet period from 6:00-7:00 pm, make sure the WiFi is working, and get volunteers ready for credentialing your precinct members.

District Chairs and/or Vice Chairs will be at the main locations by 5:30 pm. Please contact your District Chair or Vice Chair with any questions or last minute needs.

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Encourage Caucus attendees to follow Cache GOP on social media:

 <https://www.facebook.com/cacherepublicans>

 <https://www.instagram.com/cacherepublicans/>

 <https://twitter.com/cachegop>

The Cache GOP website is updated frequently:

 <https://cachegop.com/>



## **Caucus Script**

Good evening everyone, my name is \_\_\_\_\_, and I will be tonight's Caucus Host.

The Utah Republican Party has set our agenda for tonight. We do not need to adopt this agenda and our meeting tonight will be as indicated on the board behind me.

Welcome

Prayer

Pledge

Reading of the County Platform

Review of Rules & Procedures

Nominations and Elections

Other Business as directed by State and/or County Parties

Adjournment of Meeting

We will begin with a prayer offered by \_\_\_\_\_. We will then recite the Pledge of Allegiance led by \_\_\_\_\_, followed by the reading of the Cache GOP Platform by \_\_\_\_\_.

Throughout this meeting, we will be passing around a donation envelope to collect donations for the county party. These funds will be used to help county and state candidates, cover costs of building rentals, printing materials, candy for parades, and events.

### **Let's now review the rules and procedures.**

Anyone may attend and observe the neighborhood caucus election as long as they do not commit a breach of decorum. In the event one or more such instances occur, the individual may be asked to leave by the caucus host.

The official policy of Utah's Republican Party regarding this states: "Any person at a mass meeting who, after being advised, persists in an obvious attempt to divert the meeting to a different purpose from that for which it was called, or who otherwise tries to disrupt the proceedings, becomes subject to the disciplinary procedure."

Voter registration is available at this meeting for those who wish to affiliate tonight as Republicans. Participants must be Utah citizens who reside in the precinct boundaries, who are registered Republicans (including any residents affiliating tonight), who will be at least 18 years of age by the time of this year's general election, and who are properly credentialed. Only credentialed Republicans will be allowed to address the caucus, run for precinct offices or delegate positions, or cast a vote in tonight's meeting.

Everyone has an opportunity to speak to an issue once before anyone can speak twice. If time limits on debate/speaking become necessary they can be imposed by a majority vote of the participants.

Utah's political process begins every two years in neighborhood caucuses, where members of each precinct vote for delegates to represent them at county and state party conventions.

These conventions are a vital part of Utah's political system. It is very important that delegates make every effort to attend conventions and cast a vote on behalf of their neighbors. Please make sure you are committed to this process before you accept the nomination for a position tonight. Delegates then attend the conventions to vote for candidates who will represent the Republican Party on the general election ballot. If one candidate does not receive at least 60% of delegate votes at the state nominating convention, there will be a primary election where voters will directly choose the candidate. For Cache county offices that threshold is 70%.

The next County Nominating Convention will be held on March 26, 2022 at 4 PM at Green Canyon High School. (write on board)

The next State Nominating Convention will be held on April 23, 2022 8 AM at Mountain America Expo Center 9575 State St. Sandy, UT 84070 (write on board)

### **We will now go over the duties of Precinct Officers and Delegates.**

All Precinct Officers are expected to attend County Central Committee meetings (at least two each year of the two year term), assist in representing the Cache GOP in parades and events, and attend all trainings.

Precinct Chairs are responsible for delivering election results to the Executive Committee before the end of caucus day. They will notify the delegates and alternate delegates in their precinct about the county and/or state conventions. They will serve as ex-officio county delegates at the county conventions. They will assist the County Party leadership in the next cycle's caucus preparation and post notice of the date, time, and place. They are responsible for hosting the next caucus, and running the meeting. They will appoint a new Vice-Chair, Secretary, and/or Treasurer if those positions become available in between caucus cycles.

Precinct Vice-Chairs will assist the Chair in the above listed responsibilities.

Precinct Secretaries will assist the Chair as needed. They will maintain an updated contact list of officers, delegates, and alternates for their precinct. They will assist the Chair in contacting the officers and delegates for meetings and conventions.

Precinct Treasurers will assist the Chair as needed. They will collect precinct donations and deliver them to the County Party Treasurer.

Our Precinct has the following delegates to elect. (refer to Caucus packet for delegate allocation for your precinct) One alternate for every state and county delegate will be elected.

#### State Delegates

#### Alternate State Delegates

State Delegates will represent their precinct at the state conventions. In the even year of their term, they will vet state and federal candidates and attend the state nominating convention. In the odd year of their term, they will vet candidates for the state party leadership and attend the state organizing convention. If they are unable to attend, they will notify their precinct chair in a timely manner.

#### County Delegates

#### Alternate County Delegates

County Delegates will represent their precinct at the county conventions. During the even year of their term, they will vet candidates for county offices and the state legislature and attend the county nominating convention. During the odd year of their term, they will vet candidates for the county party leadership and attend the county organizing convention. If they are unable to attend, they will notify their precinct chair in a timely manner.

All elected precinct representatives must provide updated contact information to be made available to the county and state party.

**Nominations** for each precinct office and delegate position will be taken from the floor. Seconds are not necessary. Only credentialed participants may make a nomination, be considered for a precinct position, or cast a vote. A participant may nominate themselves if they wish. A nominee need not be in attendance to be considered for a position. Our precinct allows for absentee balloting and write-in candidates for persons who reside in our precinct boundaries and wish to participate in our caucus but could not attend in person. These requests need to be received at least 72 hours before the caucus begins. We **did/did not** receive any requests. I will close the nominations for a precinct office or delegate position only when no further nominations are offered.

**Voting** will be by secret ballot in all races. One ballot shall be made available to each caucus participant for each race. Election results can be declared by acclamation if only one nominee is submitted for any given office or position.

In the event that three or more candidates are nominated for the same precinct office or the same delegate position we will need to determine which system of voting to use in these races.

If we vote to use a **plurality** system, each person will write the name, or names (if more than one delegate will be chosen) of their choice for each officer or delegate position on a separate ballot. The votes will all be tallied and those nominees with the highest number of votes will win the position/positions. If we vote to use a **majority** system, we will have to narrow the field by voting as many times as it takes until one nominee wins more than 50% of the votes for each position. In the event of a tie, outcomes shall be determined by a coin toss.

At this time, can I get a motion to use either a majority or plurality voting system? Is there a second? Is there any discussion? All in favor of \_\_\_\_\_ please hold up your credential card. All opposed to \_\_\_\_\_ please hold up your credential card. The motion to use \_\_\_\_\_ passes/failed. Repeat.

After we have nominations and speeches, we will need two or more non-candidate ballot counters. Each candidate may provide a poll watcher if desired. At the conclusion of voting, I will announce the vote counts. Nominee speeches for each office and position shall be limited to two minutes. Our official timer for the evening will be \_\_\_\_\_.

We will now accept nominations for the office of Precinct Chair. (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

We will now accept nominations for the office of Vice Chair. (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

We will now accept nominations for the office of Secretary. (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

We will now accept nominations for the office of Treasurer. (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

We will now accept nominations for the office of State Delegate. Remember we need to nominate \_\_\_ delegates and \_\_\_ alternates (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

We will now accept nominations for the office of County Delegate. Remember we need to nominate \_\_\_ delegates and \_\_\_ alternates. (Write nominations on the board. When a person is nominated, ensure they are credentialed and ask them to accept the nomination. Determine which voting method applies. Candidates may all speak. Vote. Announce vote totals.)

Thank you for participating in this important process. Each newly elected precinct member will need to come forward after the meeting to verify that we have correct contact information, and receive a description of the duties for each position.

We **do/do not** have any other business as directed by the State or County parties. Thank you again for your attendance and participation. This meeting is now adjourned.

**End of Caucus Script**





## CACHE GOP PLATFORM

We, the Republican Party of Cache County, affirm our belief in a Divine Providence and recognize the importance of the moral and spiritual foundations upon which this State and Nation are built. We affirm our support for individual freedom as expressed in the Declaration of Independence and protected in the Constitution. We applaud the efforts of people in all parts of the world to obtain the freedoms which we enjoy in this land. Republicans in Cache County, and our candidates for office, subscribe to this Platform and will work to implement its principles.

We support the Platform of the National Republican Party. Republican principles are consistent. Our candidates do not espouse one position while in Utah and another while in Washington. The Republican Party accepts its responsibility to nominate candidates of high character and vision and to maintain nomination and election procedures which are open and fair.

**1. LOCAL GOVERNMENT.** We applaud Republican efforts to return authority from the Federal government to the citizens and to our local governments. We encourage more citizen involvement with local governments and in elections. Governing bodies should conduct all business in open and well publicized forums, except for matters specifically excluded by law. Government employees are accountable to the citizens and should be held to the highest ethical and moral standards. Campaign finance sources should be promptly disclosed.

**2. TAXATION.** The combined burden and complexity of Federal, state, and local taxes are too severe. Republicans support tax reforms at each level, including reducing tax rates, simplifying tax rules and reports, shifting taxing authority from the Federal to state and local governments, fully disclosing all taxes imposed indirectly through businesses, and limiting taxes by popular vote and constitutional law.

**3. PUBLIC SPENDING.** Governments should live within their means. All budget items should be reviewed regularly and made subject to sunset laws, with unnecessary functions eliminated rather than reduced. We support increased privatization of government operations and we propose a review of all local and state operations to determine which can be done as well or better by competitive enterprises.

**4. EDUCATION.** We declare excellence as our standard in education. We applaud Utah's families, along with our teachers, schools, churches, and other organizations, for achieving nationally recognized success in spite of limited resources. We encourage systematic changes in the funding and administration of education in Utah as necessary to further promote excellence, parental involvement, more choices and competition, and better opportunities for our best teachers and administrators. We affirm the continuing need for strong public schools with adequate funding. We support increased equalization of school funding state wide. Public schools should support community laws, morals, and ethical values.

**5. ECONOMIC DEVELOPMENT.** We support the expansion and diversification of our local economy to improve employment, business opportunities, and family income. We support Utah's Right-To-Work Law. We favor open and competitive enterprise and oppose legally protected monopolies, whether private or governmental. We support only those development incentives which are in the public interest and are cost-effective.



**6. PROPERTY RIGHTS & LAND USE.** Ownership and control of private property are essential to individual liberty and the rights of property owners should be vigorously preserved. Owners should be compensated for any public taking of their rights or control of property. Public officials should wisely plan for and manage public properties and utilities.

**7. NATURAL ENVIRONMENT.** We should maintain a balance between resource use and conservation, with consideration for community values and economic analysis. We value the natural beauty and resources of our local canyons, and we support responsible roadway improvements in those areas for public access, while preserving the natural beauty. Almost 40 percent of Cache County is owned and managed by the federal government. Cache County is well equipped to manage public lands and has demonstrated its ability to balance conservation, recreation and economic interests. We believe that the government closest to the people governs best and managing our public lands is no exception. Cache County should manage the vast majority of its public lands, putting them to multiple, complementary uses. This governing model will help ensure that local voices are not only heard, but integrated into the management of our public lands.

**8. WATER.** Our local water resources should be controlled locally, when possible, and should be efficiently allocated to their best uses. We support efforts in Cache County to improve our water use practices and to utilize all of the water that we have been allocated by the State of Utah. We support water planning that includes adequate storage in Cache Valley for our needs.

**9. FAMILIES.** The family is the fundamental institution and strength of our society. We support legislation which recognizes the rights and the responsibilities of parents for their minor children. We believe in the right to life for both the born and unborn, and we strongly oppose legalizing abortion except to preserve the life or health of the mother or in cases of rape or incest. We believe that men and women should be responsible in their sexual relationships and that parents should teach that responsibility to their children. We urge the strengthening and enforcement of laws protecting against pornography, prostitution, abuse within families, and the abdication of parental responsibility.

**10. PUBLIC SAFETY.** The primary role of government is to protect its citizens. We applaud the dedication, sacrifices, and bravery of law enforcement personnel. Crimes should be thoroughly investigated and the accused promptly tried with due process. Sentences, including the death penalty, should be appropriate to the crime, should be imposed without undue delay or repetitive appeals, and should include restitution when possible. Legislation should not interfere with a citizen's right to keep and bear arms, but the use of a firearm in any criminal act should be severely punished.

**11. SOCIAL SERVICES.** Social service programs should emphasize rehabilitation and self-sufficiency, and control over them should shift to local and state government. Recipients should be required to provide dignifying service or work, when they are able, in exchange for the assistance received. Fraud and abuse, which reduce public support and resources available for worthy recipients, should be combated by program reforms, investigation, prosecution, and recovery. The timely payment of child support payments should likewise be enforced.







**\*\*\* To be given to newly elected Precinct Chair after elections are held on Caucus night\*\*\***

## Precinct Chair Responsibilities

### At the end of 2022 Caucus night:

- Certify and deliver election results to the County Party, electronically using this form <https://forms.gle/BtMmKxQPYN7J5JVKA> (or by scanning the QR code).
- Turn in the entire Caucus packet with paper results (see Drop Off Location sheet) to the District Chair immediately following the close of the Caucus meeting. Bylaw 6B3



### During 2-year term as Precinct Chair:

- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
- **Represent precinct as ex-officio county delegate at County Nominating /Organizing Conventions** Bylaw 6B5
- **Attend County Central Committee (CCC) Meetings held in Spring and Fall.** Bylaw A1
- Research and understand, vote for issues raised at CCC. Vet County Convention candidates.
- Assist in representing Cache GOP in parades, event booths, candidate events, service projects, fundraising events, and voter registration drives.
- Notify delegates or alternates about County and State Conventions, deliver names of those attending to County Party Officers. Bylaw 8A
- Appoint a new Precinct Vice Chair, Secretary, or Treasurer if vacant. Bylaw 8E, 8F

### In preparation for 2024 Caucus:

- Attend Caucus training sessions.
- Assist County District Chair in designating caucus locations. Post notice of the time and place of the party Caucus in at least three public places in the voting precinct at least five days before the date of the Caucus.
- Chair the Caucus meeting.
- Conduct Caucus voting. Bylaws 6B1, 6B2, 6B3, 9A

See Cache GOP Bylaws for more information: <https://cachegop.com/documents/>

Follow Cache GOP on social media:

<https://www.facebook.com/cacherepublicans>

<https://www.instagram.com/cacherepublicans/>

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**County Nominating Convention will be held on March 26, 2022 at 4 PM at Green Canyon High School.**

County and Ex-Officio delegates will be nominating candidates for the following offices:

- County Executive (*all precincts*)
- County Attorney (*all precincts*)
- County Clerk/Auditor (*all precincts*)
- County Sheriff (*all precincts*)
- County Council Logan Seat #3 (*precincts LOG 05,06,07,08,10,11,14,19,20*)
- County Council Northeast (*precincts SMI 04,05,08; HYD 01,02,03; NLG 01,02,03,04,05,06*)
- County Council Southeast (*precincts CY; MIL 01,02; NIB 01,02,03,04; PRO 01,02,03,04,05,06; RVH 01,02*)
- State House #2 – previously HD3 – (*precincts AMA; BEN; HYD 01,02,03; LEW; LOG 01,02,09; MEN 01; NLG 01,02,03,04,05,06; SMI 01,02,03,04,05,06,07,08; TRE*)
- State House #3 – previously HD4 – (*precincts COV; LOG 03,04,05,06,07,08,10,11,12,13,14,15,16,17,18,19,20,21,23; RCH 01,02; RVH01*)
- State House #5 (*precincts CY; HYR 01,02,03,04,05; LOG 22,24,25; MEN 02; MIL 01,02; NIB 01,02,03,04; PAR; PRO 01,02,03,04,05,06; RVH 02; WEL 01,02,03*)

**County Organizing Convention will be held in April 2023** for the purpose of electing new County Party Leadership and State Central Committee members. Please plan to attend both conventions to fulfill your duties of representing your precinct.



**\*\*\* To be given to newly elected Precinct Vice Chair after elections are held on Caucus night\*\*\***

## Precinct Vice Chair Responsibilities

- Assist Chair in all responsibilities.
- Assume responsibilities of Precinct Chair if the position is vacant. 8E
- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
- **Represent precinct as ex-officio county delegate at County Organizing Convention (Bylaw 6B5) County Organizing Convention will be held in April 2023** for the purpose of electing new County Party Leadership and State Central Committee members.
- **Attend County Central Committee (CCC) Meetings held in Spring and Fall.** Bylaw A1
- Research and understand, vote for issues raised at CCC.
- Assist in representing Cache GOP in parades, event booths, candidate events, service projects, fundraising events, and voter registration drives.

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*(For Reference Only – to inform of responsibilities to assist with)* Precinct Chair Responsibilities:

- Notify delegates or alternates about County and State Conventions, deliver names of those attending to County Party Officers. Bylaw 8A
- Appoint a new Precinct Vice Chair, Secretary, or Treasurer if vacant. Bylaw 8E, 8F (Appointments can only be performed by Precinct Chair)
- Attend Caucus training sessions.
- Assist County District Chair in designating caucus locations. Post notice of the time and place of the party Caucus in at least three public places in the voting precinct at least five days before the date of the Caucus.
- Chair the Caucus meeting.
- Conduct Caucus voting. Bylaws 6B1, 6B2, 6B3, 9A







**\*\*\* To be given to newly elected Precinct Secretary after elections are held on Caucus night\*\*\***

## Precinct Secretary Responsibilities

- Maintain Precinct contact list of officers, delegates, and alternates. *(Copy or take a picture of paper results immediately following caucus before they are turned in to the County Party by the Precinct Chair)*
- Assist Chair in contacting officers and delegates for committee meetings and conventions.
- Assist Chair in all responsibilities.
- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
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**\*\*\* To be given to newly elected Precinct Treasurer after elections are held on Caucus night\*\*\***

## Precinct Treasurer Responsibilities

- Collect precinct donations and deliver them to the County Party Treasurer (*Send with Caucus packet immediately following Caucus – see Drop Off Location sheet*)
- Assist Chair in all responsibilities.
- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
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- Chair the Caucus meeting.
- Conduct Caucus voting. Bylaws 6B1, 6B2, 6B3, 9A





**\*\*\* Prior to Caucus, please make enough copies to give to each elected County Delegate & Alternate County Delegate in your precinct\*\*\***

## County Delegate and Alternate Responsibilities

- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
- Represent precinct at County Conventions, notify Precinct Chair of ability to attend in a timely manner. Alternates will only attend if a County Delegate cannot.
- Vet all candidates by researching them and attending Meet the Candidate nights. You will be contacted by candidates, so please expect email/phone communication.
- Attend and participate in the annual County Conventions for the party (see below for details and check the County Party website and/or social media for updates). Cast ballots and choose the party's nominees for elected positions. Prepare to represent the precinct by voting on issues important to Cache County, and attend county party events.

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- County Sheriff (*all precincts*)
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- County Council Northeast (*precincts SMI 04,05,08; HYD 01,02,03; NLG 01,02,03,04,05,06*)
- County Council Southeast (*precincts CY; MIL 01,02; NIB 01,02,03,04; PRO 01,02,03,04,05,06; RVH 01,02*)
- State House #2 – previously HD3 – (*precincts AMA; BEN; HYD 01,02,03; LEW; LOG 01,02,09; MEN 01; NLG 01,02,03,04,05,06; SMI 01,02,03,04,05,06,07,08; TRE*)
- State House #3 – previously HD4 – (*precincts COV; LOG 03,04,05,06,07,08,10,11,12,13,14,15,16,17,18,19,20,21,23; RCH 01,02; RVH01*)
- State House #5 (*precincts CY; HYR 01,02,03,04,05; LOG 22,24,25; MEN 02; MIL 01,02; NIB 01,02,03,04; PAR; PRO 01,02,03,04,05,06; RVH 02; WEL 01,02,03*)

**County Organizing Convention will be held in April 2023** for the purpose of electing new County Party Leadership and State Central Committee members. Please plan to attend both conventions to fulfill your duties of representing your precinct.

## **How to be an Informed and Successful Delegate**

We're all busy and doing the best we can, from the chair of your county or state party down to the everyday caucus attendee and voting citizen. Even with the best of intentions and organization, communications may not always flow as you'd like.

### **Don't rely on others. Educate and empower yourself!**

Here are some best practices, ideas, and resources to help you be an effective delegate:

**Where applicable, become familiar with your party's constitution, platform, and bylaws. Understanding these documents will help you know the party's purpose, how it functions, and why your role is essential.**

<https://cachegop.com/>

You can find the UT Republican Party's constitution, platform, and bylaws here:

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**Make it a habit to check your party's calendar of events. Most of the main event and meeting dates are determined well in advance to aid you with your planning and scheduling.**

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### **Reach out to your Precinct Chair.**

Make sure you have your Precinct Chair's contact info if you don't already. Update your Precinct Chair if you change your email or phone number.

Where possible, cultivate a working relationship. Your Precinct Chair is a good resource when you have questions that a black and white document cannot answer.

### **Check your email inbox and spam folders regularly during the election and convention seasons.**

Make sure you know how to navigate your email folders.

Keep an eye out for campaign emails and invitations to Candidate "meet and greets" during election season and ATTEND THEM.

Keep an eye out for your call to the Organizing and Nominating Conventions. Make it a habit to check your emails periodically to keep up with updates and news sent from the party.

**Talk with your neighbors. Take note of their concerns. Encourage them to be involved and invite them to help keep you informed. Ultimately, you're elected to represent them through the caucus system.**

**ENJOY THE PROCESS AND HAVE FUN!!!**



**\*\*\* Prior to Caucus, please make enough copies to give to each elected State Delegate & Alternate State Delegate in your precinct\*\*\***

## State Delegate and Alternate Responsibilities

- Provide updated contact info to County Party (If you, or any precinct officers/delegates, move during the 2-year term, please notify the County Party Secretary – find info: <https://cachegop.com/leadership/>)
- Represent precinct at State Conventions, notify Precinct Chair of ability to attend in a timely manner. Alternates will only attend if a State Delegate cannot.
- Vet all candidates by researching them and attending Meet the Candidate nights. You will be contacted by candidates, so please expect email/phone communication.
- Attend and participate in the annual State Conventions for the party (see below for details and check the County Party website and/or social media for updates). Cast ballots and choose the party's nominees for elected positions. Prepare to represent precinct by voting on issues important to Cache County, and attend county party events.

See Cache GOP Bylaws for more information: <https://cachegop.com/documents/>

Follow Cache GOP on social media:

<https://www.facebook.com/cacherepublicans>

<https://www.instagram.com/cacherepublicans/>

<https://twitter.com/cachegop>

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**State Nominating Convention will be held on April 23, 2022 8 AM at Mountain America Expo Center 9575 State St. Sandy, UT 84070.** State and Ex-Officio delegates will be nominating candidates for the following offices:

- U.S. Senate (all precincts)
- U.S. Congressional District #1 (all precincts)
- State Treasurer (all precincts)
- State School Board District #1 (all precincts)
- State Senate District #1 – multi-county district – previously SD17 (precincts HYR 01,02,03,04,05; MIL 02; NIB 01,02,03,04; PAR; WEL 01,02,03)
- State House District #1 – multi-county district (precincts CLK, COR, NEW)

**State Organizing Convention will be held in 2023** for the purpose of electing new State Party Leadership. Please plan to attend both conventions to fulfill your duties of representing your precinct.

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## Drop-off Locations for Caucus Packets

Caucus packets will need to be turned in to your District Chair at the end of Caucus night. The most important paperwork included in the packet that will need to be returned is: the Attendance Sheet and the Caucus Election Results. Please make copies or take pictures of any info you would like to keep for your own reference. Any donations collected during Caucus will need to be counted by the newly elected Precinct Treasurer, sealed in the envelope, and returned with the Caucus packet. Please make sure your room is tidy and put back like it was before the meeting. Thank you for your service to the Cache Republican Party!

- North District (*precincts AMA, BEN, CLK, COR, COV, LEW, NEW, RCH01, RCH02, SMI01, SMI02, SMI03, SMI06, SMI07, TRE*):
  - **Drop Off Location: Birch Creek Elementary 675 W 220 N, Smithfield**
    - North District Chair: Jon-David Jorgensen 435-535-1776
- Northeast District (*precincts HYD01, HYD02, HYD03, NLG01, NLG02, NLG03, NLG04, NLG05, NLG06*):
  - **Drop Off Location: Green Canyon High School 2960 Wolf Pack Wy N, North Logan**
    - Northeast District Vice Chair: Leslie Carpenter 435-764-2225
- Logan Districts 1, 2, 3 (*all Logan precincts*):
  - **Drop off Location: Mount Logan Middle School 875 N 200 E, Logan**
    - Logan District 1 Chair (*precincts LOG 15,16,17,18,21,22,23,24,25*):  
Tim Lindsay 435-994-0502
    - Logan District 2 Chair (*precincts LOG 01,02,03,04,09,12,13*):  
Matilyn Mortensen 801-696-4477
    - Logan District 3 Chair (*precincts LOG 05,06,07,08,10,11,14,19,20*):  
Debbie Van Noy 435-770-7095
- Southeast District (*precincts CY, MIL01, MIL02, NIB01, NIB02, NIB03, NIB04, PRO01, PRO02, PRO03, PRO04, PRO05, PRO06, RVH01, RVH02*):
  - **Drop Off Location: Ridgeline High School 180 N 300 W, Millville**
    - Southeast District Chair: Charlotte McConkie 435-764-7429
    - Southeast District Vice Chair: Tim Ramirez
- South District #1 (*HYR01, HYR02, HYR03, HYR04, HYR05, PAR*):
  - **Drop Off Location: Mountain Crest High School 255 S 800 E, Hyrum**
    - South District Vice Chair: NaLyn Nelson 435-770-9783
- South District #2 (*MEN01, MEN02, WEL01, WEL02, WEL03*):
  - **Drop Off Location: Mountainside Elementary 235 E 125 N Mendon**
    - South District Chair: Mike Porter 435-881-0806



# Find Your Precinct

**Visit: [precinctportal.org](https://precinctportal.org)**

**Click: Caucus Locator**

**Enter Address**



**Caucus Hosts:** Please place this at the Help Desk for people to use if they do not know their precinct.

- The 2022 Caucus Affiliation Role will also need to be at the Help Desk to keep track of those who register to vote the night of Caucus.
- All those who do not show up on the registered republican list at the Credentialing Desk will need to be sent to the Help Desk to verify that they are registered as a Republican.

**Help Desk volunteers:**

- Help those who do not know which precinct they are in to find it by scanning the QR code above, or by going to [precinctlocator.org](https://precinctlocator.org)
- Help people register to vote by using [vote.utah.gov](https://vote.utah.gov) (click "Register to Vote or Update Registration"), they will enter their info & then show you the confirmation page. Help Desk volunteers MUST verify that a person affiliating on caucus night has registered as a Republican. Once they have shown proof of registration, enter their info on the 2022 Caucus Affiliation Role & give them a credential card with their precinct written on the back.
- Help those who did not show up on the registered republican list verify that they are registered as a Republican by visiting [vote.utah.gov](https://vote.utah.gov) (click "Find My Voter Registration Info"). Once they have shown proof of registration, write down their name, precinct, & voter ID, give them a credential card with their precinct written on the back.



<b>Position</b>	<b>Name</b>	<b>Phone #</b>	<b>Email</b>	<b>Home Address</b>	<b>City / Zip</b>
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
Alternate County Delegate					
State Delegate					
State Delegate					
State Delegate					
State Delegate					
Alternate State Delegate					
Alternate State Delegate					
Alternate State Delegate					
Alternate State Delegate					

