

WFCA POLICY: Candidate Endorsements

PURPOSE: To standardize and thus ensure an appropriate, consistent, and inclusive process for the consideration and granting of candidate endorsements.

SCOPE: This policy establishes the parameters for and procedures by which the Western Fire Chiefs Association (WFCA) Board of Directors will consider and grant candidate endorsements for elected International Association of Fire Chiefs (IAFC) positions within the IAFC leadership structure as well as for elected positions within other allied professional associations.

POLICY: It shall be the policy of the WFCA to require adherence to the following provisions:

Format, Announcement, and Use of Endorsements (Relative to All Candidates)

1. The WFCA will provide all endorsements in writing on WFCA letterhead only. The candidate will be notified if he/she has been endorsed via the Letter of Endorsement that will specify to what the candidate will be entitled (e.g., use of Division logo, ads or announcements on WFCA communications, permission to speak at WFCA events, presence on the web site, campaign donations, other forms of candidate support, etc.), which will be determined by the WFCA Board of Directors at the time of endorsement. If granted, procedures for placing an ad or announcement on the WFCA web site will be available by request from the WFCA staff.
2. The WFCA will announce its endorsements to the membership as soon as practical.
3. The candidate will limit their characterization of the WFCA's support to that which is provided within the written endorsement. The endorsement will only apply to and be used by the candidate to campaign for the identified position and none subsequent.
4. The WFCA reserves the right to request pre-approval of campaign materials that will feature the WFCA logo.

Candidates Seeking Endorsement for Elected Positions of the IAFC Board

5. The WFCA Board of Directors may choose to endorse one candidate each for elected IAFC Board positions. The WFCA Board of Directors will only consider requests for endorsement for IAFC Board positions from official candidates who have completed the requisite filings with the IAFC Elections Committee Liaison and been approved by the IAFC Elections Chair in a manner consistent with the policies of the IAFC Elections Committee.
6. WFCA's endorsement for an IAFC Board position will be decided and announced no sooner than 90 days prior to the annual Fire-Rescue International (FRI) conference one year prior to the targeted election. In order to receive an endorsement in time to campaign at the annual

FRI conference on year prior to the election, the candidate shall follow the procedures outlined in provisions #7 and #8 below.

7. To adequately inform the WFCFA Board members, the candidate will provide written notification of the intent to seek an endorsement, a candidate profile, and candidate platform to the Division Secretary/Executive Director at any point within the following period, specifically: No sooner than two years prior to the targeted election and at least 60 days in advance of the annual WFCFA Presidents' Forum that precedes the FRI conference in the year prior to the targeted election (the specific date of the President's Forum can be obtained from the Division Secretary/Executive Director). Candidates may be asked to provide a list of other endorsements received.
8. Each and all candidates for IAFC board positions who have complied with provisions #5 and #7, may opt and will be allowed to make a five (5) minute presentation to the WFCFA Board during the following period, specifically: No sooner than two years prior to the targeted election and no later than at the board meeting held in conjunction with the annual WFCFA President's Forum that precedes the FRI conference in the year prior to the targeted election. A proxy may appear if the candidate is unable. The candidate will contact the Division Secretary/Executive Director to request and schedule an appearance. The candidate will work with the WFCFA staff to confirm their or their proxy's attendance at the targeted meeting at least 30 days prior.

Candidates Seeking Endorsement for Elected Positions of IAFC Sections and Divisions or Other Professional Association (e.g., NFPA, IFSTA, etc.)

9. The WFCFA Board of Directors will consider requests to endorse candidates for elected positions/offices for IAFC Sections and Divisions and positions/offices for allied professional associations other than the IAFC when approached and on a case-by-case basis. Only the requests of candidates that have been approved by the electing association and who have adhered to that association's applicable policies will be considered for endorsement. An endorsement will not be considered nor granted sooner than two years prior to the targeted election. An endorsement will only be decided and announced after the Board has had an opportunity to consider the materials provided and presentations made by all candidates that comply with provisions #10 and #11 below.
10. To ensure adequate time to inform the WFCFA Board of Directors about the candidate and their platform in advance, the candidates seeking endorsement should notify the Division Secretary/Executive Director in writing of their intent to seek endorsement no sooner than two years prior to the election and will work with staff to provide their written profile and candidate platform to the WFCFA Board Members at least 30 days prior to a scheduled WFCFA Board meeting. Candidates may be asked to provide a list of other endorsements received.
11. Each and all candidates for elected positions who have complied with the provisions #9 and #10 above, or their proxy, may opt and will be allowed to make a five (5) minute presentation to the WFCFA Board (no sooner than two years prior to the targeted election) specifically and

only at a regularly scheduled WFCB Board meeting. The candidate will contact the Division Secretary/Executive Director to request, schedule, and confirm an appearance at that meeting at least 30 days prior. A proxy may appear if a candidate is unable.

Candidates Seeking Endorsement for the WFCB Board of Directors

12. No sitting member of the WFCB Board of Directors will endorse, advocate, or campaign for a candidate for the WFCB Board of Directors. No candidate for the WFCB Board of Directors should seek endorsement by a sitting member of the WFCB Board of Directors.

Individual Endorsements by Board Members

13. Any endorsements an individual WFCB Board Member may choose to make outside of the scope and capacity of their role for the WFCB should be clarified as such and will not represent an endorsement by the WFCB.

Exceptions to the Stated Provisions

14. Exceptions to the stated provisions will only be considered in extreme circumstances and will only be made as a result of a majority vote of the WFCB Board of Directors.

Adopted: December 28, 2006
Revised: