



2019 ELECTION MANUAL



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TMA Elections

I. Introduction

On July 13, 2002, the TMA Board of Trustees adopted TMA election rules to implement the bylaws changes related to TMA governance passed by the House of Delegates in April 2002. This election manual applies to the election of TMA officers and other delineated leadership positions. The deadlines are dates established by the TMA Board of Trustees.

The regions are divided as indicated below. Counties indicate in which region that TMA Direct members vote.

- Region 1 Shelby.

- Region 2 Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Hickman, Humphreys, Lake, Lauderdale, Lewis, Madison, McNairy, Obion, Perry, Tipton and Weakley.

- Region 3 Bedford, Cheatham, Coffee, Dickson, Franklin, Giles, Houston, Lawrence, Lincoln, Marshall, Maury, Montgomery, Moore, Robertson, Stewart, Wayne and Williamson.

- Region 4 Davidson.

- Region 5 Cannon, Clay, Cumberland, DeKalb, Fentress, Grundy, Jackson, Macon, Overton, Pickett, Putnam, Rutherford, Sequatchie, Smith, Sumner, Trousdale, Van Buren, Warren, White, , and Wilson.

- Region 6 Bledsoe, Bradley, Hamilton, Marion, McMinn, Meigs, Polk, and Rhea.

- Region 7 Anderson, Blount, Campbell, Claiborne, Cocke, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, and Union.

- Region 8 Carter, Grainger, Greene, Hamblen, Hancock, Hawkins, Jefferson, Johnson, Sullivan, Unicoi and Washington.

II. Election Procedure

The TMA election procedure is governed by the TMA Bylaws and the TMA Election Rules established by the Board of Trustees. Following those policies, annual elections of TMA leadership will proceed as follows:

September 1	Deadline for each region's elected trustee to certify the representatives on the Nominating Committee from each region
November	President calls the meeting of the Nominating Committee during month of November
December 1	Deadline for Nominating Committee to submit all nominations to the TMA Chief Executive Officer (CEO)
December 2	TMA will distribute candidate profiles forms to all nominees
December 10	Candidate profile forms are due at TMA headquarters by 5:00 p.m. CST.
January	Publication of candidate profiles in <i>Tennessee Medicine</i> .
February 1–28	TMA General Election. Ballots open
February 28	The Elections Committee will certify the elections If needed, runoff ballots will be prepared Election Committee will notify results to all candidates Election results will be posted on <i>TNMED.ORG</i> .
March 21-28	Runoff election (if needed). Runoff ballots due by 5:00 p.m. CST.

III. Open Positions 2019

A. Statewide Positions:

- 1) President-elect** (One-year term) – The President-elect is the member who will serve as president of the Association during the following year. The President is the head of the Association during his/her term of office. The President serves as official spokesperson on important medical issues with the media and meets as called upon with state and federal governmental officials regarding medical policy and the position of the TMA. The President-elect serves on the Board of Trustees for three years, one each as President-elect, President, and then Immediate Past-President. He/she also serves as chairman of the Board’s Executive Committee. The Board meets quarterly. The Executive Committee also meets quarterly.

Eligibility Requirement: To be eligible to serve as President-Elect, one must be a member in good standing of the TMA for the five years immediately preceding the election. [*Bylaw IV, Sec. 3*]

Term of Office: One year as President-elect, one year as President, one year as Immediate Past-President.

- 2) Speaker and Vice-Speaker of the TMA House of Delegates** - The Speaker’s official role is to preside over the TMA House of Delegates, moderate debate, make rulings on parliamentary procedures. The Speaker represents the House as the voice of the body in ceremonial and other situations. The Vice-Speaker is designated to fill in when the Speaker is not available or when he/she delegates.

Eligibility Requirement: To be eligible to be speaker or vice-speaker of the House of Delegates, one must have attended meetings of the House of Delegates as a delegate or alternate delegate for a minimum of five years. [*Bylaw IV.A.Sec.6*]

Term of service: One year; may serve up to three consecutive terms.

Nominations for Speaker and Vice-Speaker will be submitted to the House of Delegates and the election of those positions will be conducted by the House of Delegates not by vote of the membership at large

The following terms will expire:

- Speaker – Edward Capparelli, MD, Jacksboro, *is* eligible for re-election
- Vice-Speaker – Charles Leonard, MD, Talbott, *is* eligible for re-election

B. Regional Positions

- 1) Judicial Council**– Each region shall have one councilor to serve on TMA’s Judicial Council. The Judicial Council is required to meet once a year after the TMA Annual Meeting and at other times as deemed necessary, generally via conference call. The Judicial Council has the power to censure, expel, suspend or take other action against members or component medical societies via formal disciplinary action. Councilors investigate each matter of alleged improper conduct. Each regional Councilor also assists the component medical societies in maintaining their viability in the region.

Eligibility Requirement: TMA Bylaws specify that one must have been a TMA member for three years prior to election. [Bylaw IV, Sec. 2]

Term of Office: Two years. No Councilor may serve more than four consecutive years

Region	Current Officer	Eligible for Re-election	
		YES	NO
Region 2	Pamela Murray, MD		✓
Region 4	Richard Soper, MD		✓
Region 6	Shauna Lorenzo-Rivero, MD		✓
Region 8	Charles Leonard, MD		✓

- 2) **Trustee** – TMA members who serve on the TMA Board of Trustees. The Board of Trustees determines the policy and details of management of the Association between meetings of the House of Delegates. The Board makes decisions over the expenditure of the funds of TMA. The Board fulfills and carries out the responsibilities and directives given to it by the House of Delegates. Trustees are not compensated but are reimbursed for reasonable travel expenditures. The Board generally meets on a quarterly basis, usually during a weekend in January, July and October and also in conjunction with the Annual Meeting each Spring. The Executive Committee of the Board convenes quarterly between Board meetings.

Eligibility Requirement: Only members in good standing for two previous years prior to election are eligible to be a trustee. [Bylaw IV, Sec. 6]

Term of Office: Two years. A trustee shall be eligible to succeed himself or herself for a subsequent two year term if they have attended at least 50% of Board meetings and submitted self and board evaluations to the Board chairman in a timely manner during his/her term.

Region	Office	Current Officer	Eligible for Re-election	
			YES	NO
Region 1	One Trustee	James Ensor, Jr., MD		✓
Region 3	One Trustee	Peter Swarr, MD		✓
Region 6	One Trustee	John McCarley, MD	✓	
Region 8	One Trustee	Ted Taylor, MD		✓

Regional Board of Trustees Election Schedule 2019 - 2024

The following chart reflects the current membership of the Board of Trustees and shows the election schedule of each office:

Region	Current BOT Member	2019	2020	2021	2022	2023	2024
Region 1	James Ensor, MD	Elect		Elect		Elect	
Region 2	Wm. Kirk Stone, MD		Elect		Elect		Elect
Region 3	Peter Swarr, MD	Elect		Elect		Elect	
Region 4	Rodney Lewis, MD		Elect		Elect		Elect
Region 5	James H. Batson, MD		Elect		Elect		Elect
Region 6	John McCarley, MD	Elect*		Elect		Elect	
Region 7	Elise Denny, MD		Elect		Elect		Elect
Region 8	Ted Taylor, MD	Elect		Elect		Elect	
Elections		4	4	4	4	4	4

* Eligible for re-election

IV. TMA Election Rules and Procedures

Nomination Process

- A. The members of the Nominating Committee shall be certified by the elected board members from each of the appointed by the eight regional TMA regions no later than September 1.
- B. The Nominating Committee shall ensure that there are enough candidates to fill the slate of required numbers of open positions for all offices.
- C. The president will convene the Nominating Committee meeting during the month of November. The president is an ex-officio and non-voting member of the Nominating Committee.
- D. The Nominating Committee may convene any meeting by electronic means at the discretion of the President.
- E. Pursuant to the TMA Bylaws, the Nominating Committee shall report its list of candidates by December 1. Such report shall be in writing with the signature of the President and reported to the TMA Chief Executive Officer (CEO). The CEO will notify each nominee of his/her nomination.
- F. The CEO shall create and make available to all members the ballots of nominees.
- G. Balloting for statewide offices shall begin on February 1 and conclude on February 28 (or 29, if applicable) at 5:00 p.m. CST.
- H. The CEO must receive all completed ballots by the date indicated. Ballots received after the deadline will not be counted. "Receive" means electronically received at the TMA headquarters or such other place as may be designated.
- I. In the event that no nominee for President-elect obtains 51 percent of the total votes cast for that office, there shall be a runoff between the top two (2) vote recipients. In the event of a tie vote for, Councilor, or Board of Trustees, there shall be a runoff election in the same manner and within the same period as that which would be conducted for President-elect.
- J. All ballots shall be designed to allow members to indicate "write-in" votes for each office.
- K. In the event of a vacancy of any Trustee or Councilor with an unexpired term, the Nominating Committee shall convene and appoint a qualified member as defined in the TMA Bylaws to fill the balance of the term.

Adopted by the TMA Board of Trustees, April 29, 2016

V. General Election Rules

- A. Election rules shall be reviewed annually by the TMA Board of Trustees and amended as needed.
- B. Nothing in these rules shall preclude a nominee for any office or position, or component medical society, or any other person on the nominee's behalf, from contacting TMA members in support of such nominee's candidacy. However, no TMA funds shall be used for the purpose of such contact. This does not preclude the TMA from providing one set of mailing labels. Additional mailing labels would be provided by the TMA at cost. The TMA will provide e-mail addresses for leadership election purposes only.
- C. Any disputes in the election procedure shall be addressed by the TMA Constitution & Bylaws Committee. To resolve disputes, the Committee may convene electronically. The decision of the Bylaws Committee is final.
- D. All ballots will be conducted by electronic means only. In no event shall any vote be conducted or received by telephone, mail, fax or other means.
- E. The Nominating Committee's certifications shall be in writing on an official certification/election form developed by the TMA. It is permissible to fax or email certification forms to the TMA.
- F. Where needed and appropriate in order to provide for efficiency and balance, this election process may provide for staggered terms for Trustees.
- G. The President, President-elect, and Immediate Past-President shall comprise the Election Certification Committee to count the votes and notify all of the candidates and the membership of the results of each election. However, the number of votes and percentage of votes received by each candidate will not be released.
- H. Any reasonable expenses associated with Nominating Committee meetings will be paid by the TMA according to its established reimbursement policies.
- I. Any time a deadline or defined balloting period mentioned anywhere in these rules falls on February 28, it is the intent of these rules that in "leap" years such deadline will be end of business on February 29.
- J. Ballots for the 2019 TMA Leadership Elections will be available online beginning Thursday, February 1, 2019. All ballots and candidate profiles, as well as detailed voting instructions, can be found at tnmed.org/elections. Members can also access the online election center directly by clicking on the TMA Elections banner on our [homepage](#).
- K. Physicians are not required to log in to the website to vote but must supply a member number on their ballot. Any ballot that does not have a name and a member number that matches a valid TMA member voter will not be counted. The ballot will contain a hyperlink to each candidate's profile, allowing the voting member to view a brief bio. Voters can visit the ballot

and nominee profiles as many times as necessary during the election period before actually casting a vote. TMA members may only vote one time. Changes cannot be made once a vote has been cast. If there are any runoff elections, TMA membership will be notified. **The TMA will not accept paper ballots, nor will members be able to vote by e-mail.**

- L. Active dues-paying members and Veteran members are eligible to vote in the election if they are members of the TMA as of the date ballots are loaded into the system

VI. Nomination Work Sheet —please add additional pages for nominations if needed.

A. Enter the name of the nominee(s) for President-elect.

_____	_____
_____	_____

B. Enter the name of the nominee(s) for Speaker of the TMA House of Delegates:
(election held in House of Delegates)

_____	_____
_____	_____

C. Enter the names of the nominee(s) for Vice Speaker of the TMA House of Delegates:
(election held in House of Delegates)

_____	_____
_____	_____

D. Enter the names of nominee(s) for Judicial Councilor from the indicated regions.
Nominees must be from the regions indicated below.

Region 2:

_____	_____
_____	_____

Region 4:

_____	_____
_____	_____

Region 6:

_____	_____
_____	_____

Region 8:

_____	_____
_____	_____

E. Enter the names of the nominee(s) for Board of Trustees from the indicated regions.
Nominees must be from the regions indicated below.

Region 1:

_____	_____
_____	_____

Region 3:

_____	_____
_____	_____

Region 6:

_____	_____
_____	_____

Region 8:

_____	_____
_____	_____

VI. Nomination Work Sheet —please add additional pages for nominations if needed.

- F. TMA Bylaw Article III, Section 4 requires the nomination of 1 delegate for every 50 active, veteran, and intern and resident members who have joined the TMA directly.

Direct Member Delegates to the House of Delegates	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	