

The 2020 PNAVA ELECTION TIMELINE

Election Dates: September 5 - 29, 2020

Phase 1 Pre- Timeline	Date	Activity
PNAVA 2020 Election (25 Days)	September 5-29,2020	Electronic voting via email managed by PNAVA NOMELEC
1. Calling for Nominations	April 1 to June 5	Send out email, Facebook, PNAVA Website PNAVA Election 2020 Candidate Nomination Form
2. Positions	April 1 to June 5	President Elect (To sit as PNAA President for 2021-2022) Secretary Treasurer Auditor Bus. Manager PRO Board Members (5)
3. Forms to Fill-Up	April 1 to June 5	Candidate Profile (First page personal profile and Sections A-D) Narrative Statement of Philosophy and Goals Affirmation of Intent to Serve Office Chapters President's Attestation of Candidate in Good Standing Permission to Use Photograph Conflict of Interest Disclosure Statement
Phase 2 Timeline	Date	Activity
PNAVA 2020 Election (26 days)	September 5, 2020-September 29, 2020	Electronic voting via email managed by -PNAVA NOMELEC
1. Voter Eligibility: Paid PNAA members Ninety (90) days before first day of election	<ul style="list-style-type: none"> June 5, 2020 	<ul style="list-style-type: none"> Deadline for payment of chapter membership dues submitted to PNAA Treasurer
2. Candidate Filing: Ninety (90) Days before first day of Election	<ul style="list-style-type: none"> June 5, 2020 	<ul style="list-style-type: none"> Deadline for filing candidacy via electronic /e-mail application to PNAVA NOMELEC
3. Candidate Roster to EB: Four (4) days after deadline of candidacy filing	<ul style="list-style-type: none"> June 9, 2020 	<ul style="list-style-type: none"> NOMELEC Chairperson will send list of candidates to PNAVA President and Executive Board.
4. Membership Verification: Day after deadline of chapter submission of membership dues to PNAA and for a period of 20 days.	<ul style="list-style-type: none"> June 6- June 25 	<ul style="list-style-type: none"> PNAVA Treasurer and Membership Chair will verify and reconcile PNAA Membership List Prepare official PNAVA Membership List with members' email and mailing addresses

5. Submission of Verified Membership List	<ul style="list-style-type: none"> June 26, 2020 (or earlier) 	<ul style="list-style-type: none"> PNAVA Membership Chair will submit Membership List to NOMELEC Chairperson, PNAVA President, & Executive Board including email and postal mailing addresses and other pertinent information for final reconciliation.
6. Verified Membership List as Official Voter List: Sixty (60) Days Before first day of election	<ul style="list-style-type: none"> July 5, 2020 	<ul style="list-style-type: none"> Deadline for Official Voter LIST PNAVA Membership Chairperson will transmit verified PNAVA Membership list as the official voter to NOMELEC Chairperson.
7. Candidates' Background and Qualifications: 45 Days before first day of election	<ul style="list-style-type: none"> July 21, 2020 	<ul style="list-style-type: none"> NOMELEC will email list of qualified candidates with bio-data and election dates to the verified voters NOMELEC will post candidates in PNAVA FB NOMELEC will submit candidates to be posted in website PNAVA..org
8. Presentation of Candidates	August 8, 2020	<ul style="list-style-type: none"> All Candidates will be presented at the General Meeting.
9. Preparatory work with PNAVA NOMELEC	May 5- September 4, 2020	<ul style="list-style-type: none"> PNAVA NOMELEC Chair will work with Election Committee members in the preparation and management of the election process NOMELEC will Test email addresses and identify emails that bounce NOMELEC will test the election system before final launching

Phase 3 Timeline	DATE	ACTIVITY
10. Election begins	<ul style="list-style-type: none"> September 5, 2020 	<ul style="list-style-type: none"> NOMELEC will send blast email to qualified voters with valid emails; limited postal notices to voters with invalid emails. Voters will cast votes via email, Send email pnavanomelec@outlook.com
11. Election Reminders	<ul style="list-style-type: none"> September 12, September 19, September 26 September 20, 2020	<ul style="list-style-type: none"> NOMELEC will send 3 reminders to those with emails and have not voted, once a week. NOMELEC will attempt to call for reminders
12. Election ends	<ul style="list-style-type: none"> September 29, 2020 	<ul style="list-style-type: none"> NOMELEC will close election at 12:00AM Eastern Standard Time. NOMELEC will not include emailed votes received at 12:00 AM
Phase 4 Timeline	Date	Activity
13. Electronic voting results	<ul style="list-style-type: none"> September 30, 2020 	<ul style="list-style-type: none"> NOMELEC members final election results to NOMELEC Chair

14. Verification of voting results	<ul style="list-style-type: none"> October 1, 2020 	<ul style="list-style-type: none"> NOMELEC will verify election results
15. Report of election results	<ul style="list-style-type: none"> October 2, 2020 October 2, 2020 	<ul style="list-style-type: none"> NOMELEC Chairperson will report the official election results to the PNAVA President. NOMELEC will email the official election results to the candidates and PNAVA EB the day after informing the PNAVA President. All candidates will be notified at the same time
16. Presentation of election results	<ul style="list-style-type: none"> October 3, 2020 	<ul style="list-style-type: none"> NOMELEC Chairperson will present the official election results at the General meeting
17. Archive electronic ballots	<ul style="list-style-type: none"> November 3, 2020 	<ul style="list-style-type: none"> Email ballots will be archived in database for 30 days after the official announcement at the annual PNAVA General Assembly, and then electronically deleted if there are no appeals. If there are appeals, electronic ballots will remain archived until all appeals are resolved.

INDUCTION OF CATHERINE PALER AND THE NEW PNAVA OFFICERS 2021-2022

Date & Place: NOVEMBER 21, 2020 WESTIN HOTEL

Nomelec Chairwoman Hi-lo Donato Laxa
January 11, 2020
January General Meeting
Sentara Princess Anne Hospital