

SCHEDULE, FORMAT & GROUND RULES



COOK COUNTY STATE'S ATTORNEY CANDIDATE FORUM



MONDAY, FEBRUARY 24TH, 2020 | 7:00 PM

CORTELYOU COMMONS AT DEPAUL UNIVERSITY
2324 N. FREMONT STREET

HOSTED BY



INTRODUCTION

As a public service to residents of the neighborhoods we serve, Wrightwood Neighbors Association, Lincoln Central Association, Park West Community Association and Gold Coast Neighbors Association have joined together with the Lincoln Park Chamber of Commerce and DePaul University to host a candidate forum for the Cook County State's Attorney race. Each host organization is non-partisan politically and does not endorse or support any candidate for any elected office including that of Cook County State's Attorney.

The forum has been organized by a committee comprised of representatives of the host organizations ("the Committee") and is scheduled for Monday evening, February 24th at Cortelyou Commons on the campus of DePaul University at 7:00 PM (2324 N. Fremont Street). Doors will open to the public at 6:30 PM.

The candidate forum will be moderated by Kenneth Dotson. He has previously moderated three 43rd Ward Aldermanic debates including run-off debate during both the 2015 and 2019 election cycles.

The role of the timekeeper at this forum will be to signal both the candidates and the moderator when the then speaking candidate's remaining allotted time is running out. The timekeeper will raise a yellow sign when 15 seconds remain and a red sign when the allotted time is up. Prior to the start of the forum, each candidate will be asked to confirm that the timekeeper is located easily within their sight and that they can distinguish between the two signals. *

*The Committee may modify the specific method of signaling and the specific time interval at which signaling occurs, but all candidates will be advised of any such changes and such changes will not invalidate a candidate's agreement to the forum rules. Specifically, the Committee may use an audio signal to signify the expiration of time.

GROUND RULES

1. No campaign signs, literature or other paraphernalia will be allowed into the room where the forum is taking place. Candidates and supporters will not be allowed to wear any campaign badges, buttons, caps, etc. Representatives of the host organizations will be on hand to enforce these rules.
2. Candidates will not be allowed to bring prepared materials into the forum room but once in the room may use the pad and writing instrument provided for them to prepare notes, etc.
3. Candidates may not text or otherwise receive communications from staffers and supporters during the event.
4. After the forum, candidates will be allowed to display and distribute campaign materials outside of the room where the forum is being held.

5. Invited candidates must appear in person. If a candidate is unable to attend, a surrogate will not be allowed to represent them.
6. Candidates will be made aware of any planned audio or video recording, broadcasting, or live streaming of the forum.
7. Upon the expiration of the time limit for a question or statement, the speaking candidate must relinquish the floor. The candidate will be allowed to finish any sentence they have started, but the moderator will strictly enforce time limits otherwise. If a candidate does not utilize all of the allotted time, the unused time cannot be applied to any other purpose or question.
8. Candidates will not interrupt other candidates or the moderator while they are speaking.
9. Members of the audience will be asked to treat all candidates as well as other audience members with respect and to refrain from boos, jeers and any other forms of negative feedback. Audience members will not be permitted to direct any comment to any candidate at any time during the forum.
10. The host organizations reserve the right to ask any audience member who is disruptive to other audience members or to any candidates to leave the room. Further, they reserve the right to have any audience member removed if their conduct is disruptive and they are unwilling to leave when asked.
11. Due to the number of candidates and the limited amount of time, members of the audience will be asked to refrain from applause until the conclusion of the forum.

FORUM SCHEDULE

6:30 — Doors Open to the Public.

6:45 to 7:00 PM — During this time period, candidates should seek clarification on any uncertainty that have concerning the forum's format or rules. Members of the host organizations will be available to provide such clarification. Candidates will draw for speaking order in opening statements. The moderator will consult with each candidate to learn how they would like to be addressed.

7:00 to 7:03 PM — Welcome and introductory remarks by Faraz Sardharia, President of Wrightwood Neighbors. Faraz will introduce Alderman Smith

7:03 to 7:08 PM — 43rd Ward Alderman Michele Smith will introduce the candidates and then she will introduce the moderator

7:08 to 7:10 — Moderator Kenneth Dotson will give audience brief overview of rules

7:10 to 7:18 — Candidate opening statements

7:18 to 8:18 — Questions from moderator (See Forum Format for additional detail.)

8:18 to 8:22 — While candidates prepare closing statements, Kim Schilf, CEO of the Lincoln Park Chamber of Commerce will make closing acknowledgements on behalf of the host organizations.

8:22 to 8:33 — Candidate closing statements

8:33 to 8:34 — Moderator calls forum to an end and requests that audience clear the room.

FORUM FORMAT

All candidates will be seated at a table with a name plate, drinking water, pad & writing instrument. An individual microphone will be placed in front of each candidate. Candidates or their representatives should make a final test on their microphones and alert a member of the Committee if they believe their microphone is not working properly.

Candidates must remain seated at all times during the forum. The moderator will speak from a podium but may stray from podium on occasion and/or use a stool from time to time.

The candidate speaking order will be determined by a drawing of numbers prior to the forum and will rotate. Time limits will be strictly enforced by the moderator to ensure that all candidates will each receive equal time.

Prior to the start of the forum, each candidate will be asked how they wish to be referred to by the moderator, e.g., first name vs Mr./Ms. followed by surname. The moderator will use best efforts to address candidates in accordance with their wishes.

The forum will include 3 rounds during which each candidate will be given equal time to speak. All questions submitted to the Committee will be screened and ultimately selected on the basis of appropriateness, relevance to the role of Cook County State's Attorney, and fairness. No candidate will receive advance knowledge of any questions prior to the forum or have access to any other information which would provide any candidate an advantage over any others.

ROUND 1 — OPENING STATEMENTS

Each candidate will give an opening statement of up to ninety (90) seconds with statements. The order of statements will be determined by a random draw prior to the forum.

ROUND 2 — CANDIDATE QUESTIONS

Candidates should expect to answer questions with response lengths varying from 30 seconds to 90 seconds. Prior to each question, the moderator will announce the response time allotted to each candidate. Candidates should also be prepared for at least one, and possibly more, lightning round questions in which each candidate will be asked to answer with either "yes," "no," or "maybe" or, in other cases, to give a one sentence answer. Word limits, like time limits, will be strictly enforced. Candidates wishing to elaborate on or clarify their answer to such questions may use a portion of their closing statements to do so.

Question asked during Round 2 of the forum will be selected by the Committee from those submitted by members of the community in advance of the forum and from members of the audience while the forum is underway.

The Committee reserves the right make one challenge question available for each candidate. A challenge question series will allow each candidate to ask any one of the other candidates on stage a question. The recipient of the question will have up to 90 seconds to respond.

ROUND 3 — CLOSING STATEMENTS

After the Round 2, candidates will be given approximately three (3) minutes to work on a closing statement while a representative of the host organizations makes closing announcements. After closing announcements by the host organization, each candidate will give a closing statement of up to two (2) minutes. Closing statements will be given in reverse order of the opening statements.

CANDIDATE ACCEPTANCE OF THE GROUND RULES

Accepted by: _____ Date: _____