



## Legislation Text

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**File #:** 12-1250, **Version:** 1

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Health and Human Services Agency, Community Services Division, recommending the Board approve the establishment of Policies and Procedures for the El Dorado County Commission on Aging, which acts as an Advisory Council to the Board of Supervisors and the Area Agency on Aging.

**FUNDING:** State and Federal Grant Funds, Participant Donations, and General Fund.

### **Fiscal Impact/Change to Net County Cost**

No change. There is no direct cost associated with the establishment of the Commission on Aging Policies and Procedures.

### **Background**

The Commission on Aging (COA) is a fourteen- member advisory council to the Board of Supervisors, which is the designated Area Agency on Aging (AAA) for El Dorado County, and to the Health and Human Services Agency, Community Services Division, which is the County Department designated by the Board of Supervisors to administer AAA programs and activities. The COA is mandated by federal legislation relative to receipt of Area Plan funding, which provides services to elderly residents of El Dorado County. The COA is comprised of six commissioners appointed by the Board of Supervisors, six community representatives appointed by the Commission on Aging and one representative from each incorporated city within the County. The public is encouraged to attend monthly meetings, participate in discussions and express opinions or concerns.

### **Reason for Recommendation**

Per El Dorado County Ordinance Code Section 2.15.070, the Commission on Aging ("COA") is responsible for establishing rules and procedures, with Board of Supervisors approval, to govern the COA's activities. The COA currently operates under By-Laws that were amended and approved by the Board of Supervisors on December 20, 2011. The COA has established Policies and Procedures in addition to the By-Laws to address member expectations, member conduct and membership in COA- related committees not included in the By Laws. The Commission approved the Policies and Procedures at their July 23, 2012 meeting.

### **Action(s) to be taken following Board approval**

The Board Clerk to provide Health and Human Services, Community Services Division at Briw Road, with a certified minute order reflecting Board approval of the Policies and Procedures. HHSA staff to distribute the Policies and Procedures to members of the Commission on Aging.

### **Contact**

Daniel Nielson, M.P.A, Director

### **Concurrences**

County Counsel

