

Memo

To: Town Council
From: Melody Harrison
Date: December 1, 2015
Re: Representative Appointment to Garfield County Senior Programs Board

Mayor Gordon and Town Councilors,

Garfield County Senior Programs asks their members to appoint a representative for the upcoming year.

New Castle has one seat on the board, and typically appoints one councilor as representative, and one councilor as an alternate.

The Senior Board meets at 9:00 a.m. on the fourth Friday of every month, and in 2015 met in the New Castle Community Center.

See the included letter from Garfield County Senior Programs for additional information about the board representative responsibilities.



Town Clerk Melody Harrison, CMC



Department Of Human Services

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October 30, 2015

Tom Baker
Town of New Castle
PO BOX 90
New Castle, CO 81647

RE: Garfield County Senior Programs Board Representatives for 2016

Dear Tom,

On behalf of the seniors in Garfield County and the Senior Programs Advisory Board, thank you for your continued involvement and participation in the Senior Nutrition, Transportation Programs and Well and Wise Education Classes.

It is time to choose your city/town representative to the Senior Programs Advisory Board for 2016. The Board meets at 9:00 a.m. on the fourth Friday of every month and the meetings generally last about two hours. In 2015 meetings were held in New Castle at the Community Center. Just a reminder that the bylaws state "The Senior Programs Board shall consist of twelve (12) members recommended by and representatives of the listed organizations, all of whom shall be appointed by the BOCC.

<u>Entity</u>	<u>Number of Representatives</u>
Garfield County	1
Colorado Mountain College	1 consumer advocate and 1 CMC
City of Glenwood Springs	1
City of Rifle	1
Roaring Fork Transportation Authority	1
Town of New Castle	1
Town of Parachute	1
Town of Carbondale	1
Town of Silt	1
Garfield County Council on Aging	2 consumer advocates

The term of membership shall be for the entire 2016 fiscal year (January – December). Membership shall be voluntary. The representatives designated as Senior Programs Board members are expected to participate and attend meetings. Alternate members may be designated but must be approved by the BOCC.

Each member organization may have its alternate representative attend Senior Programs Board meetings as an alternate non-voting member, or be designated as a voting member in the absence of the member. In the case that a member leaves his/her organization, the alternate, if any, or the agency which the member represented, shall be contacted regarding membership on Senior Programs Board.

Each member shall be advised of the confidential nature of his/her responsibilities in accordance with Sections 19-1-303 and 19-1-307, C.R.S., as amended, and shall be required to sign a confidentiality agreement.

In the event a member of this Board should miss three consecutive regularly scheduled meetings without just cause, that member's position may be declared vacant by the Senior Programs Board and the BOCC may appoint some qualified person for the remainder of that term from that organization.

A super majority of the membership (2/3 of the membership or 8 members) constitutes a quorum necessary to conduct business."

There are twelve members to the Board with eight members present to constitute a quorum. Therefore, I'd like to suggest that each organization designate an alternate member that can be presented to the Board of County Commissioners for appointment. Your current Senior Programs Advisory Board representatives are Mary Metzger with Bob Gordon as alternate.

I would appreciate your contacting me by December 5th with the name of your representative and their alternate so I can prepare the information for the Garfield County Board of County Commissioners December 21th meeting. Please contact me at (970) 945-9191 extension 3061 or by email at jumartin@garfield-county.com should you have any questions.

Sincerely,



Judy Martin,
Manager, Senior Programs