

**RESOLUTION NO. R18-1477**

*Official Resolution of the Board of Commissioners  
Macomb County, Michigan Resolution*

**A RESOLUTION TO AMEND R17-500  
RESOLUTION ESTABLISHING MACOMB COUNTY OLDER ADULT ADVISORY COMMITTEE**

Chair Bob Smith, on Behalf of the Board of Commissioners,  
Offers the Following Resolution:

**WHEREAS**, the Macomb County (the "County") Board of Commissioners (the "Commission") is authorized under sections 4.1, 4.4(b), 4.4(j) and 4.5 of the Macomb County Charter to establish advisory committees to assist it in the conduct of the Commission's business; and

**WHEREAS**, the Commission, wishing to learn more about issues of interest to older adults in the County, established the Older Adult Advisory Committee with Resolution 2017-500 on August 30, 2017; and

**WHEREAS**, in the interest of clarity and efficiency, the Commission is making amendments to Resolution 2017-500 which will improve understanding and implementation of procedures.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. Sections 4, 5 and 6 are amended as follows so that Resolution 2017-500 (Older Adult Advisory Committee) will read as stated in Exhibit A:

**4. Members.**

A. The Committee shall consist of 17 members selected as follows:

1. One member shall be nominated by each of the 13 Commissioners from persons residing in each Commissioner's district. The Commission may approve or disapprove the nomination. Each nominee shall be at least 60 years of age. Members shall serve 2-year terms ending on December 31 of odd-numbered years. Those appointed during 2017 shall serve until 2019.

2. Four at-large members shall be appointed by the Commission Chairperson without a minimum age. In making such appointments, the Chairperson shall seek to provide balance on the Committee in addressing issues undertaken by the Committee, to better ensure representation of older adults not represented in the district selection process, or to fill in for a member unable to regularly attend due to a prolonged illness. The at-large members shall serve 2-year terms ending on December 31 of ~~even-odd~~-numbered years. Those appointed in 2017 shall serve until December 31, 2018 2019.

**5. Officers.**

A. ~~At its initial meeting and at the first meeting of each even-numbered year, the Committee shall elect a Chairperson, Vice-Chairperson and Recording Secretary who shall serve 2-year terms and may be re-elected. The Committee Chairperson and Vice-Chairperson shall be members of the Commission; the Recording Secretary shall be a member of the Commission's staff.~~

B. The Chairperson shall preside at all Committee meetings; appoint ad hoc committee members, preside over or delegate leadership of community activities or forums, offer information or testimony to hearing bodies or officials, and attend conferences or meetings on aging.

C. The Vice-Chairperson, in the absence of the Chairperson, shall perform all duties of the Chairperson, preside over committees as assigned by the Chairperson and attend other duties to represent the Committee.

D. The Recording Secretary will prepare meeting documents, including, but not limited to, notices, agendas, minutes of regular and special meetings, reports, etc., utilizing the Commission's agenda management system and will serve as liaison to the Commission. ~~A Commission staff liaison will provide technical support and assistance.~~

E. An officer of the Committee, or Committee Members as assigned, will attend appropriate Commission meetings as necessary and as requested by the Commission or others to report and discuss the activities of the Committee.

#### **6. Meetings.**

A. The Committee shall meet at least monthly, unless a meeting is canceled or rescheduled, at the times, days and places set each year by the Committee at its first meeting of the calendar year.

B. Notice of changed or cancelled meetings will be provided via the Commission's agenda management system and the designated contact method provided by Committee Members upon appointment.

C. Additional meetings may be called on the discretion of the Chairperson or at the request of a minimum of 8 members.

D. ~~Robert's Rules of Order~~ The current Commission Rules of Procedure shall guide proceedings, except where superseded by this Resolution or by special rules or suspension of rules adopted by a two-thirds vote of the members in attendance.

E. Committee and ad hoc subcommittee meetings shall be subject to Michigan's Open Meetings Act.

## EXHIBIT A

### RESOLUTION NO. R17-500

Official Resolution of the Board of Commissioners Macomb County, Michigan  
(As amended at the Full Board Meeting held April 25, 2018)

#### RESOLUTION ESTABLISHING MACOMB COUNTY OLDER ADULT ADVISORY COMMITTEE

WHEREAS, the Macomb County (the "County") Board of Commissioners (the "Commission") is authorized under sections 4.1, 4.4(b), 4.4(j) and 4.5 of the Macomb County Charter to establish advisory committees to assist it in the conduct of the Commission's business; and

WHEREAS, the Commission wishes to learn more about issues of interest to older adults in the County and those within the County who serve older adults in the County; and

WHEREAS, the Commission finds that it may learn more about those issues by forming a committee that includes, as members, older adults not serving in County government.

#### **NOW, THEREFORE, BE IT RESOLVED that:**

1. Establishment. There is hereby established an advisory committee to be known as the "Macomb County Older Adult Advisory Committee" (the "Committee").

2. Purpose. The primary purpose of the Committee shall be to inquire of older adults residing in Commission districts in the County and other interested persons about challenges, trends, concerns and opportunities affecting older adults in the County and to communicate with the Commission what is learned from that inquiry.

3. Function.

##### A. The Committee shall:

1. Review and be aware of local, state and federal agencies, their programs or documents, and their impact on older adults.

2. Study and research, by means of meetings, conferences, public comment gatherings, forums and other appropriate means necessary, information regarding challenges, trends, concerns and opportunities affecting older adults in the County and report that information to the Commission.

3. Maintain a knowledge of pending and recently enacted state and federal legislation affecting older adults and the ways that legislation will or may affect older adults, County agencies and County budgeting, and advise the Commission about that legislation and its effects.

4. Report to the Commission ideas or plans for changes in federal, state or local policies that may improve circumstances for older adults in the County.

B. The Committee may appoint ad hoc subcommittees to inquire about and report on particular issues or matters of importance to older adults in the County.

C. As an advisory body, the Committee's function is to gather and report input and information. The Committee has no oversight or investigative role or authority. The Committee is to refrain from involvement in County administrative operations or disputes.

D. The Commission will provide monthly updates to the Committee concerning any Commission actions that may affect senior adults in the County.

E. The Committee's Chairperson, or other officer designated by the Committee, shall submit a written report to the Commission quarterly, and make a presentation at a Commission meeting twice annually, regarding the Committee's activities.

#### 4. Members.

A. The Committee shall consist of 17 members selected as follows:

1. One member shall be nominated by each of the 13 Commissioners from persons residing in each Commissioner's district. The Commission may approve or disapprove the nomination. Each nominee shall be at least 60 years of age. Members shall serve 2-year terms ending on December 31 of odd-numbered years. Those appointed during 2017 shall serve until 2019.

2. Four at-large members shall be appointed by the Commission Chairperson without a minimum age. In making such appointments, the Chairperson shall seek to provide balance on the Committee in addressing issues undertaken by the Committee, to better ensure representation of older adults not represented in the district selection process, or to fill in for a member unable to regularly attend due to a prolonged illness. The at-large members shall serve 2-year terms ending on December 31 of odd-numbered years. Those appointed in 2017 shall serve until December 31, 2019.

B. Applications for membership shall be submitted through the established process for appointments to boards and commissions. Appointees will be notified of their appointment to the Committee.

C. Committee members shall serve at the pleasure of the Commission. Unethical behavior, misconduct or 3 or more unexcused absences within a 12 month period shall be grounds for immediate consideration of removal.

D. Committee members must be committed to attending regular and special Committee and ad hoc subcommittee meetings.

E. Vacancies shall be filled as provided in subsection A and persons appointed to fill a vacancy shall serve until the expiration of the term of the member whose vacancy is filled.

#### 5. Officers.

A. The Committee Chairperson and Vice-Chairperson shall be members of the Commission; the Recording Secretary shall be a member of the Commission's staff.

B. The Chairperson shall preside at all Committee meetings; appoint ad hoc committee members, preside over or delegate leadership of community activities or forums, offer information or testimony to hearing bodies or officials, and attend conferences or meetings on aging.

C. The Vice-Chairperson, in the absence of the Chairperson, shall perform all duties of the Chairperson, preside over committees as assigned by the Chairperson and attend other duties to represent the Committee.

D. The Recording Secretary will prepare meeting documents, including, but not limited to, notices, agendas, minutes of regular and special meetings, reports, etc., utilizing the Commission's agenda management system and will serve as liaison to the Commission.

E. An officer of the Committee, or Committee members as assigned, will attend appropriate Commission meetings as necessary and as requested by the Commission or others to report and discuss the activities of the Committee.

6. Meetings.

A. The Committee shall meet at least monthly, unless a meeting is canceled or rescheduled, at the times, days and places set each year by the Committee at its first meeting of the calendar year.

B. Notice of changed or cancelled meetings will be provided via the Commission's agenda management system and the designated contact method provided by Committee Members upon appointment.

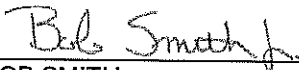
C. Additional meetings may be called on the discretion of the Chairperson or at the request of a minimum of 8 members.

D. The current Commission Rules of Procedure shall guide proceedings, except where superseded by this Resolution or by special rules or suspension of rules adopted by a two-thirds vote of the members in attendance.

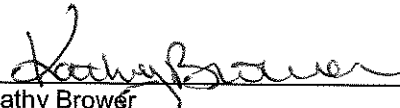
E. Committee and ad hoc subcommittee meetings shall be subject to Michigan's Open Meetings Act.

7. Conflicts. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

8. Effective Date. This resolution shall have immediate effect.



BOB SMITH  
Chair, Board of Commissioners



Kathy Brower  
Interim Acting County Clerk/Register of Deeds

*Adopted: April 25, 2018*