

H.O.  
3-1-17

To: Washoe County Commission  
From: Donna Clontz, Member Washoe County Senior Services Advisory Board  
Re: Washoe County code changes affecting the Senior Services Advisory Board  
Date: February 21, 2017

-----  
Attached are the changes Larry Weiss, Marsy Kupfersmith and I have proposed to Amber Howell, Director of Washoe County Human Services to the proposed county code changes amending Chapter 45, relating to the Senior Services Advisory Board currently set for first reading on your February 28 agenda.  
-----

SECTION 20: We suggest making the **size of the advisory board 9 permanent members, 5 to be appointed (1 each) from commission districts and 4 to be appointed at-large from any commission district, plus 2 at-large alternates** who serve in the absence of a permanent member. We also want to keep the 3 ex officio members who are appointed by the BCC, Reno City Council and Sparks City Council from among their members. *This reduces the size of the board by two and retains the excellent ideas, support and input we gain for senior programs from having elected officials attend our meetings on a regular basis.*

SECTION 22. Currently, the code reads that we report to the department or division director. However the county website says we "advise the Department and the Commission on meeting the current and future needs of seniors..." Since we're appointed by the BCC, we want to assist them and make recommendations to them as well as to the department/division. **We suggest adding the BCC to the list of who we report recommendations to.**

We'd also suggest **adding back section 2. "Recommending and evaluating programs and policies."** We think that as community members we can be a valuable asset to the department/division/county commission in proposing new programs and policies as well as evaluating and providing feedback on current programs and policies that may be do-able new ideas, but "outside the box" of current department/division resources or ideas.

And we added back the old 45.465 just in case it is still needed as a **statement of the age of 60 and over for eligibility for certain senior services.**

chapter 5 of this code regulating county personnel, a division director for each of the divisions of the department to perform the following duties and responsibilities: ~~The director shall be appointed by the board of county commissioners upon the recommendation of the county manager and serves at the pleasure of the board.~~

2. ~~A~~ **The division** director shall direct and supervise the operations of the **division to which he has been appointed** ~~department of senior services.~~

3. ~~A~~ **The division** director shall, with the approval of the **director of human services** and county manager, appoint such technical, clerical and operating staff as are determined to be necessary for proper operation of the ~~department~~ **division to which the division director has been appointed.**

4. ~~A~~ **The division** director shall adopt and enforce rules governing the use of the **division to which he has been appointed** ~~department of senior services.~~ Those rules must be consistent with the applicable County Facility Use Policy Statement, except that fee schedules may be established by the **division** director and approval for use of the ~~department of senior services~~ is within the discretion of the director **of the department of human services.**

5. ~~A~~ **The division** director shall act as the contract administrator for contracts which relate to the **division to which he has been appointed by the director** ~~department of senior services.~~

6. ~~A~~ **The division** director **of the division to which he has been appointed** shall submit to the director for his approval an annual budget, which will then be submitted to the board in the same manner as is required for other department heads.

## SECTION 20.

### Washoe County Senior Advisory Board

45.415 Senior Advisory board; membership; appointment; qualifications; terms. ~~compensation~~

1. An **senior** advisory board shall be created to consist of ~~not less than 7 nor more than 8-101 members~~ **9 members, 2 at-large alternate members and 3 non-voting ex officio members.** The board of county commissioners shall appoint ~~2-1 members~~ from each commission district and ~~4 at-large members from each commission district~~ who shall serve as permanent members and ~~2 at-large alternates~~ members who shall serve in the absence of a permanent member.

2. Except as otherwise provided herein, any person appointed

must be a resident of Washoe County and have an interest in civic affairs, including but not limited to an interest or experience in the fields of nutrition, geriatric social work, administration, finance, and law. The three non-voting ex officio appointments, who shall serve as liaisons to the advisory board, shall be made, one each, by the Reno City Council, Sparks City Council and Washoe County Commission from within their respective memberships.

~~3. Members of the **senior** advisory board shall be appointed by the board of county commissioners.~~

34. Senior Advisory board members shall be appointed for a four year term and may serve, with reappointment, a maximum of two consecutive terms.

45. An **senior** advisory board member may be removed by the board of county commissioners for cause. For purposes of this section, "cause" includes three consecutive unexcused absences from advisory board meetings and the engaging in activities contrary to the mission, goals or objectives of the department.

56. Appointed **senior** advisory board members serve at the pleasure of the board of county commissioners.

6. **The senior advisory board shall meet at least four times per year.**

#### SECTION 21.

45.420 Senior Advisory board: Unlawful disclosure of information.

No member of the **senior** advisory board shall use or publicly disclose information concerning individual applicants for or recipients of senior services. Such use or disclosure is a misdemeanor.

#### SECTION 22.

45.425 Senior Advisory board: Role. The **senior** advisory board shall provide assistance and make recommendations to **the board of county commissioners, the division director or director of the department of human services,** at minimum, in the following areas:

1. Development of long and short range departmental goals;
2. ~~Recommending and evaluating programs and policies;~~  
**Recommending and evaluating programs and policies;**
3. Reviewing the quality of departmental services provided;
4. ~~Providing input to county manager regarding performance of director.~~
5. Providing technical assistance, as applicable;
6. Reviewing and making recommendations regarding the

~~department's~~**division's** proposed budget;

7. Reviewing and providing input to director regarding community trends and needs.

### SECTION 23.

45.430 Adult day health services/daybreak program. The ~~department~~**division of senior services** shall provide a therapeutic activity program for disabled adults and the elderly, as licensed by the state board of licensure and certification, to include:

1. Needs assessments;
2. Nursing services;
3. Rehabilitation services;
4. Psycho-social intervention services;
5. Nutrition services; and
6. Special activities.

### SECTION 24.

45.435 Homemaker program. The ~~department~~**division of senior services** shall provide assistance to eligible seniors in the performance of housekeeping and daily living activities.

### SECTION 25.

45.445 Nutrition program. The ~~division~~**division of senior services** shall provide for the preparation, transport and provision of meals for eligible seniors at both the department facility and through home delivery.

### SECTION 26.

45.450 Representative payee program. The ~~department~~**division of senior services** shall serve as representative payee **and/or contract out for this service** for social security and social security disability benefits on behalf of eligible seniors. The ~~department~~**division of senior services** shall establish a trust fund for said purpose, receive and disburse funds, and account for said funds in accordance with federal regulations.

### SECTION 27.

45.455 Social~~Human~~ services program. The ~~department~~**division of senior services**, through social workers licensed by the

state, shall provide support services to assist seniors in accessing or facilitating access to needed services, programs and benefits including, but not limited to, assessment/screening, advocacy, case management, outreach, information/referral, counseling and education.

#### SECTION 28.

45.460 Wellness program. The ~~department~~**division of senior services** may, at the discretion of the board of county commissioners, provide a program to include active and passive recreational and exercise activities designed for seniors.

**Re-insert 45.465? Eligibility for senior services. Those residents of Washoe County who are 60 years of age and older, without sufficient resources or income and meet the limitations imposed by the county upon income, assets and other resources may be eligible for certain senior services programs.**

#### SECTION 29.

45.470 Facilities management. The ~~department~~**division of senior services** shall manage such senior facilities as needed to provide services to seniors and to serve as focal points for community resource information.

#### SECTION 30.

45.475 Regulations, guidelines and standards. The ~~department~~**division of senior services** may adopt regulations, guidelines and standards, and amend them as it may from time to time deem necessary, in order to effectuate the provisions of sections 45.400 to 45.490, inclusive. They shall be based upon the provisions of this ordinance, applicable local, state and federal laws, and the policies and standards as established and approved by the board of county commissioners.

#### SECTION 31.

45.485 Appeal of director or division director decision. An appeal of a director's **or division director's** decision denying a request for service or privilege of the ~~department~~**division of senior services** facilities or programs may be made to and heard by the senior advisory board in accordance with procedures established by the **division director or, if no division director is appointed, by the director of the department of human services.**