

Aug. 26, 1976

RESOLUTION BY FREEHOLDER MOLLOZZI

BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Union that there is hereby created the Union County Labor Advisory Board whose functions and responsibilities shall be as follows:

1. To advise the Board of Chosen Freeholders on all matters connected with labor affecting the public interest;
2. to encourage and help initiate the creation and development of meaningful programs to further the welfare of working people, both in the public and private sectors of our County;
3. To promote greater public knowledge of the Labor movement;
4. To collect and disseminate information regarding the labor movement in Union County that will be beneficial to our citizens;
5. To report to the Board on a periodic basis.

BE IT FURTHER RESOLVED, that the Union County Labor Advisory Board shall be constituted as follows:

1. There shall be seven (7) members on the Board all of whom shall be residents of the County of Union and shall represent the following Unions:

- a. AFL-CIO - three (3) members
- b. UAW of Union County - one (1) member

(Continued)

c. Joint Council No. 73 of the Teamsters Union - one (1) member

d. Building and Construction Trades - one (1) member

2. The initial appointments shall be as follows:

Two (2) members to December 31, 1976

Two (2) members to December 31, 1977

Two (2) members to December 31, 1978,

thereafter, each member shall be appointed to a term of three (3) years. Upon the passage of this resolution, the Chairman shall appoint one (1) member of the Board to serve until December 31, 1976. Thereafter, at each annual reorganization meeting, the Chairman shall appoint one (1) member to serve for the ensuing year.

3. The Board may, with the approval of the Board of Chosen Freeholders, adopt by-laws to govern the conduct of their activities.

4. The members of the Union County ^{Labor} Advisory Board shall serve without compensation but may be paid for actual expenses incurred in the performance of their duties.

UNION COUNTY DIVISION ON AGING UNION COUNTY ADVISORY COUNCIL BY-LAWS

ARTICLE I – Name

The name of the organization shall be the union county Advisory council on aging (The Council). The principal Address of the council shall be c/o Division on Aging, County Administration Building, 10 Elizabethtown Plaza, 4th Fl., Elizabeth, New Jersey 07207.

ARTICLE II – Purpose

The council shall act in advisory capacity to the Director of the Division on Aging and to the Union County Board of Chosen Freeholders. The Council shall assist the Executive Director and the Division with developing the Area Plan; disseminating information and advocating on behalf of older adults; informing other organizations, public officials and the community-at-large about resources for the aging; and identifying needs and stimulating action to meet those needs.

ARTICLE III – Special Advisory Responsibilities

Section A: Development of the Area Plan

The Council:

1. Shall assist the Executive Director and the Division on Aging with the assessment of needs of older adults in Union County.
2. Shall participate in reviewing Requests for Proposals for funding based on evaluation guidelines, and make recommendations on the funding proposals, based on the evaluation guidelines, to the Executive Director.
3. May review and comment on the Area Plan Contract prior to the public hearings.

Section B: Area Agency on Aging Assessment

The chairperson or a designated member of the Council may be present when the New Jersey Division on Aging makes its annual evaluation of the Union County Division on Aging.

Section C: Legislation/Advocacy

The Council:

1. Shall review reports from various committees on legislation or other issues affecting older adults, their families and caregivers.
2. Shall inform the Board of Chosen Freeholders through the Executive Director of positions taken by the Council for its implementation and action.
3. Shall review and recommend programs for older adults.
4. Shall support the Division on Aging to inform Union County adults about the services and programs of the Division.
5. Shall promulgate exhibits, programs and news releases developed by the Union County Division on Aging to inform the general public of the accomplishments of older people.

6. The Legislative Representation from the Council shall bring members up to date on current legislation impacting on older adults.
7. The Legislative Representation from the Council shall disseminate information to other Council members, groups and individuals.
8. The Legislative Representation from the Council; 'shall maintain liaison with other groups focusing on issues for older adults.

ARTICLE IV – Membership

Members shall be appointed by the Board of Chosen Freeholders in accordance with policies established by the Older Americans Act Comprehensive Services Amendments of 1973 as established by NJ Statue 40:23;6.44. The Council shall not exceed 21 members, and shall have a wide geographic representation. Fifty-one (51%) percent of members should be older adults, aged 60 and over; 49% should represent other populations. The Executive Director of the Division on Aging and a Freeholder selected by the board of Chosen Freeholders shall be ex-officio of The Council.

ARTICLE V – Term

Section A: Members shall be appointed by the Board of Chosen Freeholders for three year terms, and shall be eligible for re-appointment. One-third of The Council shall be appointed each year. Terms of office begin January first of the year in which the appointment is made.

Section B: Members may be appointed by the Board of Chosen Freeholders to complete the unexpired term of a member who resigns or in the event of a vacancy.

ARTICLE VI – Voting

Each member of The Council shall be entitled to one vote on all matters during a regular or special meeting. Members must be present to vote.

ARTICLE VII - Quorum

Forty (40%) percent of the members of The Council shall constitute a quorum for a vote on official business.

ARTICLE VIII – Officers

The elected officers of The Council shall consist of a Chairperson, Vice-Chairperson, and Secretary, elected from the members of The Council for two year terms.

The election of officers for any vacant positions shall be during the Spring meeting. Officers, whose term of office expire 12/31 of the year prior to the annual nominating and election process will not be eligible to serve until that member is re-appointed by the Board of Chosen Freeholders. Any officer may serve, if re-nominated, for more than one term provided, however, that such continuous service is consistent with the officer's membership appointment by the Board of Chosen Freeholders.

If any current officer is not re-appointed prior to the first meeting of The Council, then, and only then, may a pro-tem officer be selected by a majority voice vote of The Council members currently serving. The pro-tem officer must be a fully appointed member of The Council. When The previous officer's appointment is renewed, then the pro-tem officer's role shall cease and the previous officer may complete the term to which originally elected.

ARTICLE IX – Duties of Officers

The duties of the Chairperson shall be to:

- A. Preside at all meetings of The Council.
- B. Prepare the agenda with the Executive Director.
- C. Notify members of all regular and special meetings of The Council.
- D. Serve as Chairperson of the Executive Committee.
- E. Appoint a Chairperson and members to all permanent and ad hoc committees.
- F. Serve as an ex-officio member of all committees.

The duties of the Vice Chairperson shall be to:

- A. Preside at all meetings of The Council in the absence of the Chairperson.
- B. Serve as a member of the Executive Committee.
- C. Perform all such other duties as may be requested by the Chairperson.

The duties of the Secretary shall be to:

- A. Review the minutes, as taken by Division on Aging staff, at all regular and special meetings. The Executive Director shall provide technical assistance in the preparation and distribution of the minutes.
- B. In the absence of Division on Aging staff, the secretary shall take the minutes.
- C. Preside at all meetings of The Council when both the Chairperson and Vice-Chairperson are not present.
- D. Serve as a member of the Executive Committee.
- E. Perform duties as requested by the Chairperson.

ARTICLE X – Minutes

Minutes will be kept on all meetings, hearings and official business of The Council. Minutes of all meetings, special or regular, shall be submitted to the Board of Chosen Freeholders, with a copy of the file of the Division on Aging.

ARTICLE XI – Standing Committees

Each standing committee, with the exception of the Executive Committee, shall consist of five (5) members. Three members will constitute a quorum. Standing committees shall meet at least once per year to carry out its activities. The committee chair shall prepare and provide a report to the membership at its regular meeting.