

**TO: Mayor Jennifer Wilson**  
**FROM: Paul Leggett, Director of Aging and Adult Services**  
**DATE: August 18, 2020**  
**RE: Applications Approval for New Council for Aging and Adult Services**

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I am submitting to you on behalf of the Aging and Adult Services Advisory Council our request to approve the below new member who will be representing a community partner and renew a second term for a current Council member.

The prospective member was nominated by the outgoing representative to provide ongoing representation of their organization. If approved they will start serving their first 3-year term Sept. 1, 2020 through August 21, 2023. The current representative, whose term is expiring, of the below organization has expressed their wish for their representation to be replaced by the below prospective member.

Our community partners are very vital for the interaction we have with the seniors of Salt Lake County. Together we are able to address many needs of seniors without doubling up on services we offer. For your consideration:

**Prospective Member:**  
Jennifer Tarazon

**Representing:**  
AARP

The Council's By-laws allow for current members to serve a second 3-year term. The below member Tammy Pett requests she be approved to serve the second 3-year term running from Sept. 1, 2020 through August 21, 2023.

**Membership Renewal:**  
Tammy Pett

**Representing:**  
Housing Connect

The above member asking for renewal approval and the other organization's prospective member would all be a great asset for SLCO Aging and Adult Services Council to continuing to function at a very informed manner to help us serve the needs of Salt Lake County's aging population with our valuable community partners.

Salt Lake County Aging and Adult Services members wants to thank you for your support.

Sincerely,



Paul Leggett  
SLCO Aging and Adult Services Director

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Karen Crompton, SLCO Human Services Director

Enclosures: Applications  
Aging and Adult Services By-Laws  
Aging and Adult Services Current Membership List



## Board Member Nomination & Application

Board: Aging and Adult Services Advisory Board  
Nominated by (if applicable)

Date: April 20, 2020

Applicant Name: Tamara S. Pett

Home Address: [REDACTED]

City, State, Zip: [REDACTED]

Work Address: [REDACTED]

City, State, Zip: [REDACTED]

Email(preferred): [REDACTED]

Home Phone: [REDACTED] Work Phone: [REDACTED]

Applicant prefer work or home phone/email/address used?

Salt Lake County Council District #: 6

(To find the district you live in go to <http://vote.utah.gov/elected-officials/>, enter your address and zip code, then click on **Find**. The results will produce a map with a **red diamond** at your home location. Click on the diamond and wait for a text box to appear containing your elected officials. Scroll down until you see the **fourth** County Council representative (not "At-Large") and list that name above.)

I prefer that my personal contact information remain private and protected Yes ☐ No ☒

Unique qualifications and/or perspectives you would bring to a Board or Commission:

For the past four years I have been working with the low income elderly and disabled population as a Service Coordinator with Housing Connect. I provide service coordination and direct case management to 150 residents who live at the County High Rise. The County High Rise is independent living and our goal is to help residents age in place. Our residents come from diverse backgrounds, some having been homeless and needing intensive case management support to others who are in their 90's and still completely self sufficient. Case management often involves helping residents find solutions to their challenges along with ongoing support. I am very familiar with all of the amazing programs SL County Aging and Adult Services offers to low income seniors in the valley. My clients use many of these services and I know first hand the positive impact they make in our community.

This would be my second term serving on the Advisory Board. Serving as a board member has given me the unique perspective to learn and understand the complicated processes involved in budgets, planning for, and running these programs. I have been able to share current trends I see with my clients as they directly relate to programs provided by SL County Aging and Adult Services. I would appreciate the opportunity to serve on the board a second term because we

## Board Member Nomination & Application

Applicant Name **Tamara S. Pett**

Are you a current member of another county board? Yes ☐ No ☒

If yes, board/commission

Have you ever been a member of a board or commission in the county? Yes ☐ No ☒

☐

**Salt Lake County Aging and Adult Services**

If yes, board/commission Dates: **08/2017-06/2020**

Are you or any member of your immediate family a County Employee? Yes ☐ No ☒

If yes, explain:

Yes

No

☐ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒

If yes, explain

***Forward this application and nomination to the contact below with a resume:***

**Susan Hoepfner**

**Board Coordinator**

**2001 S. State Street, #S1-600**

**Salt Lake City, Utah 84190**

**Phone: (385) 468-3191**

**Fax: (801) 487-6570**

**Email: shoepfner@slco.org**

# Tammy Pett

I have many years of experience working with low income populations, including direct services to homeless families, teenage parents, elderly and disabled individuals. Experienced supervisor of Family Advocates, Educational staff, and AmeriCorps volunteers. Extensive knowledge of community resources available to low income populations and elderly population. Ability to make decisions in crisis situations and manage challenging and vulnerable clients.

Experience with community partnerships. I have participated in the Wendover Resource Council, Tooele LINKSES, Utah Bright Future Fund, partnerships with Principals at elementary schools, Horizonte High school, Palmer Court, University of Utah School of Pharmacy, Utah State University SL Extension, Canyon Home Health, and Senior Charity Care Foundation.

Advisory Board Experience includes SL County Aging and Adult Services Advisory Board and the Falls Prevention Community Advisory Board.

## Work History and Job Functions

Housing Authority of the County of Salt Lake

Services Coordinator

July 2016-Present

- Coordinating onsite services such as educational workshops, Tenant Association Meetings, flu shot clinics, and mobile dental clinics
- Providing support through one on one case management
- Connecting residents to community resources through referrals
- Conduct assessments to determine strengths and needs of individuals
- Coordinating volunteers at the County High Rise
- Monitor and track data for ROSS grant

Salt Lake CAP Head Start

Program Coordinator

April 2001-July 2016

- Supervisor of Family Advocate staff
- Responsible to monitor and implement services to families
- Responsible to ensure Federal Regulations are followed
- Monitor and track pre-k skills for children
- Develop systems and procedures for family services

- Assist with case management and direct services to families
- Provide direct case management to families
- Provide crisis assistance, community referrals, Strengths and Needs assessments, and set goals using Family Partnership Agreements
- Presenting at local conferences
- Detailed case management using Child Plus software program
- Taught parenting classes for Project Reality and SmartSteps (Stepfamilies)
- Coordinated 5 community fairs throughout the Salt Lake Valley, Tooele, and Wendover. These Community Fair's served 2,000 Head Start families.

#### Montessori Child Discovery Center

Owner/Director

1994-2001

- Business management of preschool
- Supervisor of teaching staff
- Developed systems and procedures for all services
- Guest speaker at University of Utah Family and Consumer Studies classes
- Responsible to maintain licensing standards
- Committed to providing high quality preschool services to all families.

#### House of Hope Women's and Children's Program

Case Manager

1992-1994

- Recovery and addictions case management
- Lead therapeutic group's for adult women
- Provided individual case management to women and children
- Provided play therapy to children
- Mentored women to teach parenting skills

## Education

University of Utah, BS in Psychology



## Board Member Nomination & Application

Board: Council for Aging and Adult Services

Date: 5/5/20

Nominated by (if applicable) Danny Harris

Applicant Name: Jennifer Tarazon

Home Address: [REDACTED]

City, State, Zip: [REDACTED]

Work Address: [REDACTED]

City, State, Zip: [REDACTED]

Email(preferred) [REDACTED]

Home Phone: [REDACTED] Work Phone: [REDACTED]

Applicant prefer work or home phone/email/address used?

Salt Lake County Council District #: 2

(To find the district you live in go to <http://vote.utah.gov/elected-officials/>, enter your address and zip code, then click on **Find**. The results will produce a map with a **red diamond** at your home location. Click on the diamond and wait for a text box to appear containing your elected officials. Scroll down until you see the **fourth** County Council representative (not "At-Large") and list that name above.)

I prefer that my personal contact information remain private and protected Yes ☐ No ☒

Unique qualifications and/or perspectives you would bring to a Board or Commission:

My previous job was at Salt Lake County's Office of Economic Development, so I feel that I have a good understanding of County priorities and processes, but can balance that with the AARP mission.

While I currently live in Utah, I am from Los Angeles originally and moved here from Washington D.C so I have worked with people of all backgrounds from across the country. I believe this gives me a great perspective to work with all diverse populations.

Finally, I am Mexican-American and grew up speaking Spanish predominantly in my home. This always causes me to make sure my personal and professional actions are inclusive and accessible to all diverse populations.

## Board Member Nomination & Application

Applicant Name **Jennifer Tarazon**

Are you a current member of another county board? Yes ☐ or ☒

If yes, board/commission

Have you ever been a member of a board or commission in the county? Yes ☐ No ☒  
☐

If yes, board/commission Dates:

Are you or any member of your immediate family a County Employee? Yes ☐ No ☒

If yes, explain:

Have you ever been convicted of a felony? Yes ☐ No ☒  
If yes, explain

Yes

No

☐ No ☐

***Forward this application and nomination to the contact below with a resume:***

**Susan Hoepfner**

**Board Coordinator**

**2001 S. State Street, #S1-600**

**Salt Lake City, Utah 84190**

**Phone: (385) 468-3191**

**Fax: (801) 487-6570**

**Email: shoepfner@slco.org**

# Jennifer Tarazon

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## EDUCATION

- **University of Notre Dame, Mendoza College of Business, Nonprofit Executive Program**, South Bend, IN  
*Certificate in Nonprofit Organization Management 2011*
- **Brigham Young University, J. Reuben Clark Law School**, Provo, UT  
*Juris Doctor, 2008* – David C. Lizarraga Fellow
- **Smith College**, Northampton, MA – *Graduated in 3 years*  
*Bachelor of Arts in Government, 2003* - Minor in Spanish; native speaker

## PROFESSIONAL EXPERIENCE

### **AARP Utah**, Salt Lake City, UT

*Associate State Director, Communications, April 2020 - present*

- Responsible for the strategic development and implementation of AARP's integrated earned, paid and social media presence in communities across Utah.
- Proactively pursue opportunities to engage the media, lawmakers, and the public on AARP priority issues, and effectively tell story of AARP Utah to diverse audiences through a variety of media platforms.
- Collaborate with state team members, and regional and state colleagues to develop messaging and seamlessly integrate communications tactics with state and national priorities.
- Utilize data driven analytics and AARP tools to effectively target communications efforts and track results.
- Create external communications that support AARP's initiatives, using a marketing lens to drive advocacy, promote participation in local events, and facilitate re-engagement.

### **Salt Lake County, Office of Regional Economic Development**, Salt Lake City, UT

*Business Services Director, May 2019 – April 2020*

*Business Outreach Manager, April 2017 – May 2019*

- Assisted with the management, marketing, data analysis, decision support and performance measurement of Regional Economic and Business Development programs, including those created out of the Global Cities Initiative, in partnership with the Brookings Institute.
- Developed, marketed and measured outcomes of Small to Medium Business Outreach Program (SME) in which 500 businesses throughout Salt Lake County were interviewed in one year.
- Created year-long Fellowship Program for five undergraduate and graduate students to interview the 500 businesses involved in the SME Business Outreach Program.
- Conducted outreach to small-to-medium sized businesses throughout the County, while working directly with local chambers and business organizations to improve business resources; facilitated workshops and round table discussions with public and private sector leaders.
- Oversaw the day-to-day management of the Economic Development Revolving Loan Fund and work with the board to guide the direction of the fund.
- Led and supervise programming events for all divisions within the Regional Development Department, including program flow creation, speaker coordination, AV direction, and catering.
- Managed Requests for Proposals, contracts, budgets, and day-to-day relationships with third party vendors such as hotel properties, transportation companies, audio-visual vendors, and designers for all events and special projects.

### **The Elite Group**, New York, Salt Lake City and Washington, DC

*Vice President, Client Services & Communications, April 2016 – April 2017*

- Responsible for developing and overseeing client relationships, in addition to expanding and renewing existing accounts.
- Supervised the conceptualization of strategic marketing plans, proposals, design concepts and the presentation of ideas, while directing the creative team.
- Delegated tasks, managed workflow and set goals for all staff assigned to team project team.
- Successfully ran multiple accounts simultaneously, including managing work plans, budgets, client expectations, and internal staffing to ensure project was consistent with time and scope in the contract.
- Collaborated with vendor partners to ensure they were effectively managed, on budget and contracts were fully negotiated and leveraged.
- Trained and supervised junior staff to deliver outstanding client service by providing effective feedback and promoting growth opportunities.



## *Vice President, Communications, December 2014 – April 2016*

- Responsible for managing and directing large scale programming events for a diverse clientele, including nonprofit organizations, government agencies and corporate entities. Clients included the United States Hispanic Chamber of Commerce, New York/New Jersey Minority Supplier Development Council, and the Airport Minority Advisory Council.
- Developed high quality, relevant content for all event platforms including scripts, websites, social media postings, as well as media advertisements, program books, and registration & sponsorship brochures.
- Managed corporate sponsor relationships for clients including the coordination of benefits and communication efforts.
- Oversaw design team to ensure communications and collateral materials accurately and consistently reflect client brand.
- Created and monitored event timelines and schedules for event deliverables.

## **TELACU Education Foundation (TEF), Los Angeles, CA**

### *Vice President of Strategic Initiatives & Communications, January 2014 – October 2014*

- Supported the TEF Chairman in the creation, development, implementation and management of comprehensive strategies and corporate, nonprofit and educational partnerships in fulfillment of the Foundation's mission.
- Identified and completed grant applications in support of TEF and its College Readiness, College Success and Health Careers Programs. Secured over \$700,000 in the first grant cycle.
- Assisted SVP with the planning of TEF's annual scholarship gala including database management, coordination of sponsor benefits and requests for over 100 corporate partners, and writing and editing of gala collateral materials.
- Managed the development and editing of advertising, marketing, and collateral material including social media, brochures, impact reports and the TELACU newsletter, which is distributed to over 1000 stakeholders.

## **Bank of America, Office of the CEO & President, Dallas, TX**

### *Operations Consultant, March 2013 – January 2014*

- Independently coordinated review of loan/lease documentation, funding and set-up on system of record.
- Responsible for providing a consistently high level of service to customers and regulatory agencies in a timely manner.
- Responsible for the resolution of complex problems and the execution of multiple transactions for a single business unit.
- Interfaced on a daily basis with underwriters, portfolio managers and customers.
- Utilized and reviewed of a variety of systems and reporting tools required in the support of all above-mentioned tasks.

## **United States Hispanic Chamber of Commerce Foundation, Washington, DC/Dallas, TX**

### *Vice President, February 2010 – February 2013*

- Secured partnerships with several major academic and nonprofit institutions, and fundraised over \$2MM from major corporations, foundations, and government agencies.
- Developed, branded, and managed the Green Builds Business initiative which, in one year, educated over 200 Hispanic business owners about the green industry and assisted them in the development and implementation of green business plans.
- Developed, re-branded and managed BizFest and Chamber Training Institute which annually serve over 300 members.
- Managed chamber membership, especially in the planning and execution of the USHCC Legislative Summit and Annual Convention & Business Expo which annually raise more than \$4MM collectively.
- Collaborated with board members and staff to create and execute strategic plans to continually elevate the USHCC Foundation in its role as a national entrepreneurial and leadership organization.

## **ACTIVITIES**

- Trained Mediator
- KUED 7, Advisory Board Member, 2017 – present
- Local First Utah, Advisory Board Member, 2017 – 2020
- Magna Chamber of Commerce, Board Member, 2017 – 2019
- Angel City Pit Bulls, Volunteer – 2014 – 2016
- Boy Scouts of America, Community Relations Task Force Member – 2011-2013

## **AWARDS**

- Bronze Award 2013, Bank of America
- Outstanding Advocacy in Education Award 2011, USHCC Foundation – Nashville Hispanic Chamber of Commerce
- Visionary of the Year 2011, Jennifer Tarazon – Latino Entrepreneurial Network in Milwaukee, WI
- Presidential Award 2011, Jennifer Tarazon – Tri-Cities Hispanic Chamber of Commerce in Pasco, WA

SALT LAKE COUNTY COUNCIL FOR THE AGING AND ADULT SERVICES  
BYLAWS

**ARTICLE I. Name, Office and Relationships**

- Section 1                This advisory board shall be the SALT LAKE COUNTY COUNCIL FOR AGING AND ADULT SERVICES.
- Section 2                The principal office shall be in Salt Lake City, County Seat of Salt Lake County, Utah. Branch offices may be at any desirable location in the County.
- Section 3                Hereinafter, the word "County" shall refer to Salt Lake County; the word "COUNCIL" shall refer to the SALT LAKE COUNTY COUNCIL FOR AGING AND ADULT SERVICES; the words "County Council" shall refer to the Salt Lake County Council; and "Division" shall refer to Salt Lake County Aging and Adult Services.

**ARTICLE II. Purpose**

- Section 1                **The general purpose is to advise and assist Aging and Adult Services to promote the welfare of the older citizens of the County to the end that each may be assisted and encouraged by community resources in their quest for independent living to the best of their physical and mental potential.**
- Section 2                The COUNCIL shall advise the Division on the planning, evaluating, improving, developing, coordinating, and funding of programs to serve the needs of those over 60 years of age within Salt Lake County. It shall act as an advocate on behalf of seniors within agencies, organizations, and the community to encourage the implementation of these programs to meet the needs of senior citizens.
- Section 3                The COUNCIL shall be a forum for discussing matters relative to services for the aging. It shall provide an opportunity for discussing matters relevant to individual service centers and shall hear periodic reports from directors of aging programs.
- Section 4                The COUNCIL shall periodically make provisions for training sessions for its members so that they may understand all existing programs under the jurisdiction of the Division.
- Section 5                The COUNCIL shall serve as the Caregiver Advisory Council  
The Area Agency on Aging shall develop and maintain a Caregiver Advisory Council.

This Council may be a subgroup of the Area Agency on Aging Advisory Council providing they meet the requirements set forth in the rule. The Caregiver Advisory Council may be comprised of no less than five members, some of who shall be caregivers. They shall meet no less than semiannually, and meetings shall be scheduled by each Area Agency on Aging. The primary duty of the Caregiver Advisory Council shall include but not be limited to conducting an annual caregiver satisfaction survey for the caregiver program. The Caregiver Advisory Council shall advise the Area Agency on Aging in determining service needs and developing action plans. When there is a concern over the use of limited resources for Respite Care and Supplemental Services, the Area Agencies on Aging, in consultation with their Caregiver Advisory Council, may further limit the amount of services provided to an individual caregiver. This local policy decision shall be in writing and shall be uniform for all caregivers in the fiscal year.

### **ARTICLE III. Membership**

- Section 1           The COUNCIL shall consist of not less than nine (9) nor more than fifteen (15), regular non-compensated voting members, all of whom shall be citizens of Salt Lake County, and at least 51% of whom shall be persons past the age of sixty (60) years.
- Section 2           The County Council shall make all appointments by resolution or by official minute entry. Care shall be exercised to ensure that representation on the COUNCIL shall be from a wide cross-section of older individuals (including minority individuals) who are participants or who are eligible to participate in programs assisted under this Act, family caregivers of such individuals, representatives of older individuals, service providers, representatives of the business community, local elected officials(if available), providers of veterans' health care (if appropriate), and the general public. Division will ask for representation from programs as determined by the COUNCIL.
- Section 3           Approval of nominations of new members who would represent Aging and Adult Services' Advisory Councils shall be handled informally. When a vacancy occurs on the COUNCIL in a seat which represents an Advisory Council, that council shall make

a nomination to fill that seat. Information concerning that nomination shall be furnished to Division staff that will provide information to all COUNCIL members. Division staff shall poll COUNCIL members for their votes on these nominations. If a majority of COUNCIL members support the nomination, staff shall then submit the nomination to the County Council for formal appointment.

Section 4 Information on nominations for new members not representing other advisory groups, as outlined in Section 2, shall be presented by the nominating committee or COUNCIL as a whole in a properly called COUNCIL meeting to be voted on prior to submission to the County Council for formal approval.

Section 5 Unless otherwise specified in these bylaws, the appointment of each member of the COUNCIL will be for three (3) years, beginning August 1. One-third of the membership will retire July 31. The terms of such COUNCIL members who represent other advisory committees on this COUNCIL shall be until the completion of their terms on the appointing committee and not within the rotation system governing other members. Current members terms will expire with the Salt Lake County Council appointment.

Section 6 After three unexcused absences from COUNCIL meetings, a member will be notified by the COUNCIL Chairperson that his/her membership shall be terminated. The Chairperson shall determine if a member's absence shall be excused or unexcused.

Section 7 Any appointment made upon the death, resignation, or removal of a COUNCIL member shall be for the time necessary to complete the unexpired term of the former member. The procedure shall be that the Nominating Committee of the COUNCIL or the COUNCIL as a whole will recommend to the County Council a name for each vacancy.

Section 8 No member shall be eligible for reappointment beyond a second three-year term until one full year of retirement from the COUNCIL has intervened. Outgoing members from a community partner that is vital to the Council's operation will be allowed additional terms if their supervisor warrants, they are the best person to provide the representation of the organization.

Section 9 Ex-officio members, with all privileges save those of presenting a motion or voting, shall be the Director of Human Services, or designee; and the Director for Aging and

Adult Services.

#### **ARTICLE IV. Officers**

- Section 1                The officers of the COUNCIL shall be a Chairperson, a First Vice-Chairperson, and a Second Vice-Chairperson. They shall be elected annually by the COUNCIL from among its voting members.
- Section 2                Officers will serve for one (1) year, beginning August 1. An officer may not succeed himself/herself more than one additional term but may be re-elected after one year has intervened unless other Council members are unable to volunteer to take on the assignment and the current officers are willing to serve additional terms.

#### **ARTICLE V. Duties of Officers**

- Section 1                The Chairperson shall preside and conduct all meetings of the COUNCIL and of the Executive Committee, shall coordinate the work of the officers and the committees of the COUNCIL in order that the purposes of the COUNCIL may be promoted, and shall perform such other duties as may be prescribed in these bylaws or assigned to him/her by the COUNCIL or by the Executive Committee. The Chairperson shall have the power to appoint Chairpersons and members of all committees. The Chairperson shall vote only to break a tie.
- Section 2                The Vice-Chairpersons shall act as assistants to the Chairperson, shall perform such duties as may be assigned by the Chairperson, by the Executive Committee, or by the COUNCIL and shall possess all the powers and perform all the duties of the Chairperson in the absence or disability of that officer to act.
- Section 3                All officers shall perform the duties prescribed in the parliamentary authority in addition to those outlined in these bylaws and those assigned from time to time. Officers shall deliver to their successors all official material in their possession not later than one (1) week following the election of such successors.

#### **ARTICLE VI. Committees**

- Section 1                There will be great reliance upon the functioning of committees. These are of two kinds: standing committees named by the COUNCIL to serve continuously for the year beginning September 1, and ad hoc committees to serve a short term for a specific project or task. Committees may reach outside the membership of the COUNCIL for a full complement of concerned people. COUNCIL members shall be

Chairpersons of all standing committees. All committees are responsible to the COUNCIL, which shall act to accept, reject, or to modify committee recommendations or actions.

If a person who is not a member of the COUNCIL should be appointed a Chairperson of an ad hoc committee, that person shall serve as an ex officio member of the COUNCIL for the life of that ad hoc committee.

Section 2 Committees shall be established by a vote of a majority of COUNCIL members present. Members of all committees shall be appointed and may be removed by the Chairperson of the COUNCIL.

Section 3 Standing Committees:

a. The COUNCIL shall have an Executive Committee consisting of the Chairperson, the First Vice-Chairperson, and the Second Vice-Chairperson elected annually by the COUNCIL from among its members. The Chairperson shall call meetings of the Executive Committee and invite ex-officio members as deemed necessary. The Executive Committee may conduct special or emergency affairs of the COUNCIL with a majority of the Executive Committee present and voting, but these actions would then be subject to full COUNCIL ratification or approval.

b. The Chairperson of the COUNCIL shall appoint three (3) members of the COUNCIL to serve as a nominating committee. The nominating committee shall propose for election a slate to fill all offices and recommend candidates for membership on the COUNCIL in the manner described in Article III, Section 5 above.

c. Other standing committees may be established as the COUNCIL deems necessary.

Section 4 The term of service on any standing committee shall be one (1) year. Ad hoc committees shall terminate upon completion of their assignments.

## **ARTICLE VII. Staffing**

Section 1 The Director of the Division shall provide information, reports, evaluations, and other material to the COUNCIL.

Section 2 As determined by the division director a designee will be appointed who shall have the responsibility of taking, transcribing, and reporting the minutes of the COUNCIL meetings and of notifying members of meetings. Notification of meetings, accompanied by minutes of the preceding meeting, the agenda, and agenda materials of

the following meeting, shall be mailed or emailed seven (7) calendar days in advance of the scheduled meeting.

Section 3           The COUNCIL may, upon the request of the Director of the Salt Lake County Human Services Department, designate a representative to serve on the oral boards examining prospective directors for the Division.

Section 4           The COUNCIL may make advisory recommendations in the establishment of job qualifications and standards for employees who work in the Division.

Section 5           The COUNCIL encourages staffing projects by volunteers and will aid the Division in the recruitment of volunteers.

#### **ARTICLE VIII. Meetings**

Section 1           Eight (8) regular meetings of the COUNCIL shall be conducted each year for the transaction of business, February through May and August through November. The time may be flexible but determined one meeting in advance, except when special meetings may be called by the Chairperson or at the request of any three (3) members of the COUNCIL.

Section 2           A quorum is established when one-third of the active COUNCIL or more appears for any properly called meeting and a quorum for any committee meeting shall be a majority of its members.

Section 3           Each committee shall meet at intervals determined by its members and upon the call of its Chairperson.

Section 4           The procedure for COUNCIL meetings, unless otherwise described in these bylaws or in County ordinances or State law, shall be governed by Robert's Rules of Order.

Section 5           All meetings of the Committee shall be held in compliance with the Utah Open and Public Meetings Act as set forth in Utah Code Ann. §52-4-101 – 305 (2017), as amended.

#### **ARTICLE IX. Amendments**

Section 1           These bylaws may be amended by the following procedures:

- a. A proposal of changes shall be mailed to each COUNCIL member at least seven (7) days before the COUNCIL meeting.
- b. The majority of membership is required to approve an amendment.
- c. The County Council shall approve the amendment. No amendment shall be

effective until approved by the County Council.

Approved by the County Deputy Mayor March 5, 2020.



| FIRST NAME | LAST NAME        | MEMBER TYPE              | AFFILIATION                      | APPOINTMENT DATE | CURRENT TERM | TERMINATION DATE |
|------------|------------------|--------------------------|----------------------------------|------------------|--------------|------------------|
| Arthur     | Cox              | Community Member         |                                  | 9/1/2018         | 1st          | 8/31/21          |
| Charise    | Jensen           | Caregiver Support        | Salt Lake County                 |                  |              |                  |
| Danny      | Harris           | Insurance Representative | AARP Utah                        | 12/1/2011        | 3rd          | 8/31/20          |
| David      | Mendenhall       | Housing Provider         | Salt Lake City Housing Authority | 9/1/2016         | 2nd          | 8/31/22          |
| Deb        | Hall             | Community Partner        | SAGE - Pride Center              | 9/1/2019         | 1st          | 8/31/22          |
| Jennifer   | Nuttall          | Community Partner        | Neighborhood House               | 9/1/2018         | 1st          | 8/31/21          |
| Julie      | Larsen           | VA Provider              | VA                               | 9/1/2014         | 2nd          | 8/31/20          |
| Kimberly   | Dansie           | Health Care Provider     | Community Nursing Services       | 9/1/2015         | 2nd          | 8/31/20          |
| Louis      | Miller           | Advisory Board           | RSVP                             | 9/1/2015         | 2nd          | 8/31/21          |
| Martha     | Wunderli         | Community Partner        | AAA Fair Credit Foundation       | 9/1/2018         | 1st          | 8/31/21          |
| Ronnie     | Daniel           | Non Profit               | Alzheimer's Association          | 9/12/2017        | 1st          | 8/31/20          |
| Tammy      | Pett             | Housing Provider         | Salt Lake County Housing         | 9/12/2017        | 1st          | 8/31/20          |
| Traci      | Lee              | Community Partner        | Adult Protective Services        | 9/1/2019         | 1st          | 8/31/22          |
| Tracy      | Altman           | Community Partner        | Univ. of Utah Health Plans       | 9/1/2019         | 1st          | 8/31/22          |
| Xia        | Erickson         | Community Partner        | Office of Public Guardianship    | 9/1/2019         | 1st          | 8/31/22          |
| Chair      | David Mendenhall |                          |                                  |                  |              |                  |
| 1st Chair  | Julie Larsen     |                          |                                  |                  |              |                  |
| 2nd Chair  | Martha Wunderli  |                          |                                  |                  |              |                  |