

SAC Member (District and At-large) General Responsibilities

(Notations after each responsibility indicates overall votes in brainstorming session: #1 votes; #2 votes. If no number is written it got zero overall, or zero 1st or 2nd place votes); the citation of Article and Section from SAC By-Laws follows these numbers.)

1. **Attend SAC meetings** (15:12:4) Article IV, Section 4
2. **Connect/actively work with your senior centers** (16:2:13)
 - Find out what are the priorities and concerns of your district's senior centers and programs and report them regularly to SAC
3. **Be in contact with your County Commissioner** (10:0:1) Article IV, section 6C
 - Attend County Commission Committee meetings (especially those with senior issues) (3) WHEN DESIGNATED AND BRIEFED BY SAC OFFICERS AND/OR COORDINATOR
 - Communicate OC Commission agenda to SAC members, and SAC agenda/priorities to your Commissioner
 - Give/get input from your Commissioner on senior issues/concerns
 - SAC members should be non-partisan and cooperative; advocate for seniors 1 on 1 with their commissioners
4. **Bring new and emerging senior-related issues to SAC** (7:1:1) Article IV Section 6

Suggested mechanisms/sources of information:

 - SAC committees' work
 - Receive and approve distribution of materials
 - Speakers at SAC meetings
 - Feedback from SAC members' respective districts
 - Information on SAC Monthly Activity Report forms
5. **Be an active part of SAC** (6:2:3) Article IV, especially Section 6 (District members); Section 7 (At-Large members)

See next page for suggested mechanisms.

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5. (Cont'd)

Be an active part of SAC (6:2:3) Article IV, especially Section 6 (District members); Section 7 (At-Large members)

Suggested mechanisms:

- Networking (3)
- Advocate for senior issues (2)
- Be visible in the community (2)
- Interact with local elected officials (1) WHEN DESIGNATED/ASSIGNED AND BRIEFED BY SAC OFFICERS AND/OR COORDINATOR
- Interact with member's own city officials WHEN DESIGNATED/ASSIGNED AND BRIEFED BY SAC OFFICERS AND/OR COORDINATOR
- Distribute literature and handout materials (1) to pre-vetted list of people, organizations, institutions, centers
- Liaison with other organizations and agencies (senior and non-senior) (1)
- Share information among SAC members re county-wide activities and best practices
- Share/leverage SAC members' expertise
- Participate in SAC activities and committees
- Suggest guests/visitors to SAC coordinator in writing to be pre-approved presenters to SAC meetings
- Indicate which committee(s) in which you plan to participate
- Consider hosting a SAC meeting in your district

Specific AT-LARGE MEMBER RESPONSIBILITIES (Article IV, section 7)

WHEN DESIGNATED/ ASSIGNED AND BRIEFED BY SAC OFFICERS AND/OR COORDINATOR:

- 1. Represent SAC at specific County and other public activities**
- 2. Serve as SAC liaison, as assigned, to specific senior centers and programs**