

**Title 19—DEPARTMENT OF HEALTH AND SENIOR SERVICES**  
**Division 15—Division of Senior and Disability Services**  
**Chapter 4—Older Americans Act**

**PROPOSED AMENDMENT**

**19 CSR 15-4.100 Area Agency on Aging Governing Body.** The department is amending sections (1), (2), (3), (4), and (8).

*PURPOSE: This amendment updates legal authority, regulations, and terminology.*

*PURPOSE: This rule requires each area agency **on aging** to have a governing body and, unless otherwise governed by local law, ordinance or charter, specifies its composition, responsibilities and requirements.*

(1) Each area agency **on aging**, unless otherwise structured by local law, ordinance or charter shall have a governing body of adequate size and structure to operate efficiently and effectively.

(2) The area agency **on aging** governing body shall maintain the ultimate authority and responsibility for administration of the approved area plan to provide services to *[the elderly]* **older adults** within the designated planning and service area in accordance with all applicable federal, state, and local laws and regulations and division policies and procedures.

(3) The area agency **on aging** governing body shall have written bylaws, ordinances or charter that define its membership, authority, responsibilities and procedures for operation. Unless specified otherwise by local laws, ordinances or charter the governing body shall comply with the requirements below:

(D) Membership on the area agency **on aging** governing body shall not be restricted to individuals from any specific race, creed, color, sex, religion, age, national origin, disabilities or veteran status. Elections procedures shall conform to *[13/19]* CSR 15-4.105.

(E) All members of the area agency **on aging** governing body shall serve three (3)-year staggered terms, meaning one-third (1/3) of the membership is elected in year one (1), one-third (1/3) is elected in year two (2), and one-third (1/3) is elected in year three (3), then continue in the same manner; and

(F) The area agency **on aging** governing body shall not select, appoint or elect as a member, or *ex officio* member, any individual who is an owner, board member or employee of a service provider agency that has currently submitted a proposal to the area agency **on aging** to receive funding to provide services or that is currently providing services under a grant, contract or stipend with the area agency **on aging**.

(4) The area agency **on aging** governing body shall maintain full and complete written minutes of all meetings. Upon request, these minutes shall be available for review by the division and the public.

(8) The area agency **on aging** governing body, within thirty (30) days, shall notify the division of any changes it makes in its corporate status, administrative status, staff, location or telephone number.

*AUTHORITY: sections [660.050] 192.2000, RSMo [Supp. 1999] 2016.\* This rule was previously filed as 13 CSR 15-6.070 and 13 CSR 15-4.100. Original rule filed Jan. 6, 1986, effective April 30, 1986. Amended: Filed Feb. 17, 1988, effective June 15, 1988. Amended: Filed Aug. 28, 2000, effective March 30, 2001. Moved to 19 CSR 15-4.100, effective Aug. 28, 2001.*

*\*Original authority: 660.050, RSMo 1984, amended 1988, 1992, 1993, 1994, 1995.*

*PUBLIC COST: This proposed amendment will not cost state agencies or political subdivisions more than five hundred dollars (\$500) in the aggregate.*

*PRIVATE COST: This proposed amendment will not cost private entities more than five hundred dollars (\$500) in the aggregate.*

*NOTICE TO SUBMIT COMMENTS: Anyone may file a statement in support of or in opposition to this proposed amendment with the Missouri Department of Health and Senior Services, Division of Senior and Disability Services, Melanie Highland, Division Director, PO Box 570, Jefferson City, MO 65102-0570. Telephone: (573) 526-3626. Email: DSDSDirectorsOffice@health.mo.gov. To be considered, comments must be received within thirty (30) days after publication of this notice in the **Missouri Register**. No public hearing is scheduled.*