

ORDINANCE NO. 2554

AN ORDINANCE to amend Chapter 2 of The Code of the City of Alexandria, Virginia, 1963, as amended, by adding a new article numbered XX; which Chapter 2 relates to ADMINISTRATION and which new Article XX relates to AREA AGENCY ON AGING, ALEXANDRIA COMMISSION ON AGING AND ALEXANDRIA OFFICE ON AGING.

WHEREAS, the City of Alexandria has been designated an Area Agency on Aging under the authority of the Older Americans Act of 1965, as amended; and

WHEREAS, the Commission on Aging has the primary function of promoting cooperation and information flow among city staff, public and private agency staff, volunteers and the Alexandria Office on Aging, for the purpose of identifying the needs of the elderly, developing overall planning to meet those needs, evaluating service delivery plans as implemented, and advocating on behalf of the elderly; therefore,

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Chapter 2 of The Code of the City of Alexandria, Virginia, 1963, as amended, be and the same hereby is amended by adding a new article numbered XX to read as follows:

Article XX. Area Agency on Aging,  
Alexandria Commission on Aging  
and Alexandria Office on Aging.

Division 1. Area Agency on Aging.

Sec. 2-171. Designation; board of directors; executive agent.

The city council hereby recognizes the designation of the City of Alexandria as an Area Agency on Aging by the Virginia Office on Aging, an agency of the government of the Commonwealth of Virginia. The city council shall serve as the board of directors of the area agency on aging. The city manager is designated as the executive agent of the area agency on aging.

Division 2. Alexandria Commission on Aging.

Sec. 2-172. Established.

There is hereby established a commission to be known as the Alexandria Commission on Aging, herein sometimes referred to as the commission.

Sec. 2-173. Composition; appointment; terms and compensation of members; filling vacancies; officers.

The commission shall consist of twenty-one (21) members appointed at large by the city council to terms of three (3) years each. All sixteen (16) current members shall continue to serve as at-large members until the expiration of their current terms of office. Five (5) additional members shall be appointed to bring the total number of members to twenty-one (21). Of the five (5) members so appointed, two (2) shall be appointed to serve until November 9, 1981, and three (3) shall be appointed to serve until November 9, 1982. The terms of the five (5) members shall be chosen by lot among the appointees following their appointment. Thereafter, all members shall be appointed to terms of three (3) years each. Any vacancy may be filled by the council for the unexpired portion of a term. At least eleven (11) of the members of the commission shall be sixty (60) years of age or older. A chairperson, vice chairperson and secretary shall be chosen annually by a two-thirds (2/3) vote of the commission members present. Members shall serve without compensation but may receive such reimbursement for expenses as the council may from time to time allow.

Sec. 2-174. Meetings.

The commission shall hold regular meetings as required by law. In matters concerning the procedure for meetings not covered by this article, the commission shall adopt and revise bylaws. The chairperson shall be responsible for determining that the bylaws are in conformance with the provisions of this chapter. All meetings of the commission and its standing committees shall be open to the public as required by the Virginia Freedom of Information Act.

Sec. 2-175. Functions and duties.

The functions of the commission shall be to recommend to city council programs to assist the elderly, and shall review and advise city council regarding proposed projects which impact on the elderly. The commission shall serve as the advisory council to the area agency on aging.

In order to carry out its duties, the commission shall:

- (a) Serve as an advocate for the elderly.
- (b) Submit to city council plans for increasing, coordinating, improving or retargeting resources that affect the elderly.

(c) Participate in and contribute to the development of plans for aging services.

(d) Submit to city council an annual report at the close of each calendar year. Any report may contain a minority, as well as the majority opinion of the members.

(e) Review, evaluate and recommend proposals and plans for the use of resources for the delivery of services to senior citizens by city departments and agencies, private social services agencies, civic and other groups serving the needs of the aging.

(f) Form such standing committees as are appropriate to carry out its functions and duties. Members of the commission, except the chairperson and the secretary, shall serve on at least one committee. The chairperson shall serve on all committees ex officio. The commission may, by majority vote, appoint to its various standing committees representative consumers of elderly services, agency staff members, members of business and professional groups serving the elderly, community leaders, vendors of services to the elderly and interested citizens, without regard to the age of such persons.

#### Division 3. Alexandria Office on Aging.

Sec. 2-176. Established; executive director; organization.

There is hereby established under the city manager an office of the government of the city to be known as the Alexandria Office on Aging. The head of the Alexandria Office on Aging shall be the executive director, who shall be appointed and removed by the city manager. The city manager shall organize the office on aging with the advice and recommendation of the commission on aging.

Sec. 2-177. Functions and duties.

The Alexandria Office on Aging shall have the power to perform the following duties:

(a) Perform the functions and duties of the area agency on aging for the City of Alexandria.

(b) Give staff support to the commission on aging.

(c) Serve as the focal point for advocacy needs of Alexandrians aged sixty (60) and above.

(d) Make periodic assessments of the needs of the aging in the City of Alexandria.

(e) Seek funds for programs which are of benefit to the elderly.

(f) Encourage cooperation and coordination between public and private agencies in order to improve delivery of services to the elderly.

(g) Contract with other agencies to provide services to the elderly using funds from the Older Americans Act.

(h) Disseminate information about programs and benefits to the elderly in particular and to the public in general.

(i) Provide technical assistance to neighborhood and community organizations whose goals and objectives include services to the elderly.

(j) Monitor and evaluate contractors to assure that contract services are being provided.

Section 2. That the title of and an informal memorandum explaining this ordinance shall be published in a newspaper of general circulation published in the city not later than five days following its introduction together with a notice containing the time and place for a public hearing. The city clerk shall have the full text of this ordinance printed in sufficient numbers to supply copies to meet request. The city clerk shall note the date of introduction and first reading, the date of publication, the date of the public hearing, and the date of the second reading and final passage in the minutes of the meeting. This ordinance shall become effective the date of its final passage.

CHARLES E. BEATLEY, JR.  
Mayor

Final Passage: March 14, 1981