



**Aging and Adult Services  
Public Guardian  
Senior Affairs Commission**

**Sharon Nevins, LCSW, MA-PPM**  
Director-Public Guardian

**Dr. Deborah Nattress, PhD**  
Chairperson

## COMMISSIONER INFORMATION SHEET

Mandated as an integral part of the Area Agency on Aging (AAA) for Public Service Area (PSA) - 20, the Senior Affairs Commission (SAC) advises and provides information to the San Bernardino County (SBC) Board of Supervisors (BOS) and Department of Aging and Adult Services-Public Guardian (DAAS-PG), which are responsible for overseeing and implementing programs and services for older persons.

### Commissioner Responsibilities and Duties

- a) Serve as an adviser to the Area Agency on Aging.
- b) Act as an independent advocate for older persons, taking positions on federal, state, and local policies, programs and procedures, and legislation affecting older persons.
- c) Actively seek advice from community councils on aging, senior advocacy organizations, local aging commissions, elected officials, and the general public to advocate for and make formal presentations on issues of concern to older persons. No commission member is to speak for the supervisors or espouse policies or positions contrary to those of the Board of Supervisors pursuant to Section 12.3306 of the County Code.
- d) Inform local senior advocates and organizations on legislation pending before local, state, and federal governments.
- e) Disseminate information of interest and concern to older persons.
- f) Be actively involved in developing, implementing, and monitoring the area plan.
- g) Hold public meetings on the Area Plans, notifying the public and the aging constituency regarding dates, times, and locations at least thirty (30) days in advance.
- h) Participate in preparing an annual report that gives recommendations to improve older persons' lives and a summary of its activities for the previous year.

### Commissioner Qualifications

- The majority of SAC commissioners must be over the age of sixty (60).
- Appointees must reside in San Bernardino County.
- Appointees must successfully pass a background check.
- Appointees must complete a 2-hour online Public Service Ethics Education course.

### Membership Composition

The Senior Affairs Commission (SAC) consists of 21 Members.

- BOS Supervisory District Appointed Members (10)**
  - Two (2) Members appointed by each District Supervisor (10 total)
  - **Term:** Coterminal with appointing Supervisor / Initial terms are staggered for 2-4 years.
- BOS Chairperson Appointed Members-at-Large (2)**
  - Two (2) additional Members-at-Large appointed by the BOS Chairperson
  - **Term:** Coterminal with the appointing Chairman / Initial term 2-4 years staggered.

## BOARD OF SUPERVISORS

**COL. PAUL COOK (RET.)**  
Vice Chairman, First District

**JESSE ARMENDAREZ**  
Second District

**DAWN ROWE**  
Chair, Third District

**CURT HAGMAN**  
Fourth District

**JOE BACA, JR.**  
Fifth District

**Luther Snoke**  
Chief Executive Officer

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- BOS Chairperson Appointed Professional Members (2)**
  - Two (2) Professional Members appointed by the BOS Chairperson at the recommendation of the DAAS-PG Director
  - **Term:** Four (4) years
  
- Representative Members / Regional Councils on Aging Chairpersons, or Designees (7)**
  - **Term:** Contemporaneous with the term of RCA Chair term of office
  - Regional Councils on Aging Locations
    - 1) Colorado River
    - 2) East Valley
    - 3) Morongo Basin
    - 4) Mountains
    - 5) North Desert
    - 6) Victor Valley
    - 7) West Valley

## Estimated Time Commitment

Members of the Commission are expected to be present at Commission General Session meetings on the third Wednesday of every month. Meetings are approximately two hours in length. In addition, members are encouraged to serve on at least one SAC Standing Committee:

- 1) Executive Committee
- 2) Access Committee
- 3) Intergenerational Committee
- 4) Legislative Committee
- 5) Nutrition Committee
- 6) Healthy Aging Committee

Each SAC Standing Committee meets one (1) day monthly for up to one hour per meeting. Commissioners are expected to review documents before each meeting.

Additional Ad Hoc Subcommittees may be called to address specific needs, such as:

- Budget Subcommittee
- Area Plan Subcommittee
- Nomination Subcommittee
- Fear of Technology Subcommittee
- Bylaws Subcommittee

## Compensation

Commissioners shall serve without compensation but may be permitted their necessary mileage to attend regularly scheduled monthly meetings following the applicable travel provisions of the County Code and other such fees and expenses as may be approved by the Board of Supervisors, the Budget Committee, and the Director of DAAS.

## Apply to Become a Commissioner

Your interest in serving as a Senior Affairs Commissioner is highly valued. To apply, please visit the San Bernardino County [Boards, Commissions & Committees \(BCC\) page](#) to complete an [application](#). The Board accepts applications continuously and appoint seats as they become vacant, ensuring that your interest and efforts are always appreciated.