

CO-OPERATIVE HOUSING FEDERATION OF BC POLICY MANUAL

Date Approved/Amended: April 2012

Subject: Aging in Place Committee

Approved by: Board of Directors

1. Status

Standing committee of the Board of Directors.

2. Source of Authority

Board of Directors.

3. Composition

The committee is comprised of 5 (five) to 9 (nine) persons drawn from CHFBC's membership. Each committee member must be a member, director or employee of a CHFBC member. The committee will include at least one CHFBC Director and if possible at least one member from Vancouver Island.

4. Appointment of Members

Committee members will be appointed by the board as needed. The term of the appointment will be one year.

5. Chairperson

Each year, the members of the committee will appoint a chairperson at their first meeting of the year.

6. Quorum

Three (3) members of the committee will constitute a quorum for meetings. The committee may meet electronically.

7. Function

To build on the work of CHF Canada's Aging in Place Committee by:

- Developing a more detailed, unified picture of seniors' issues in BC housing co-ops
- Promoting to Provincial and Municipal governments the need to support the capacity of housing co-ops to offer affordable housing suited to seniors

- Creating guidelines, information and educational materials for housing co-ops to use to adapt to the changing needs of their members as they age in place
- Gathering and promoting information on community support and referral services for seniors so they can remain in their co-op homes
- Documenting and sharing best practices on aging in place
- Encouraging discussion to raise awareness of issues around ageism
- Identifying funding sources and opportunities.

8. Duties and Responsibilities

The Committee will:

1. Guide the development and implementation of a work plan on aging in place for CHFBC
2. Meet as required, to plan, review and evaluate the activities of the committee and report to the Board
3. Provide the Board of Directors with an annual activity report
4. Inform the members of the committee's activities.