



KAISER PERMANENTE[®]
Kaiser Permanente Washington Senior Caucus Charter

Article I

Name

The name of this organization shall be Kaiser Permanente Washington Senior Caucus (KPWASC).

Article II

Purpose

To build on the Group Health Cooperative legacy of engaging and empowering senior consumers by collaborating with the Kaiser Foundation Health Plan of Washington (KPWA) and the Washington Permanente Medical Group (WPMG) to enhance the health care of seniors and to create healthy communities.

Article III

Objectives

- Advocate on behalf of seniors to improve health care services.
- Provide educational programs important to the health care of older adults.
- Promote health system design and delivery strategies for seniors.
- Promote leadership training and development for Senior Caucus members.
- Promote senior healthcare policies and legislative support for KPWA and nationally.
- Partner with community organizations delivering health care services to seniors.
- Foster diversity and inclusivity of all seniors across Kaiser Permanente Washington.

Article IV

Membership

All older adults who obtain their health care from Kaiser Permanente Washington shall be eligible for membership.

Article V

Structure

Section 1. The Senior Caucus shall have a Board of Directors led by older adults and numbering at least but not limited to seven persons. The directors shall include committee chairs and at large members appointed by the Board of Directors. The current Board shall actively develop new Senior Caucus leadership and solicit board applications throughout the year. The board will monitor its membership and composition and will select incoming board members from those applications by November for January induction.

Section 2. The Board shall be responsible for the organization and operation in a manner which is fully consistent with this charter.

Article VI

Organization of the Board of Directors

Section 1. Each member of the Board shall be entitled to one vote on all issues presented at regular and special meetings at which the member is present.

Section 2. There shall be elected officers of the Board of Directors as follows: Chair, Vice Chair, Secretary, Treasurer, and Prior Chair. All officers shall be members of the Board of Directors and elected by the Board of Directors.

Article VII

Duties of Officers

- a) Chair: The Chair shall preside at all meetings of the Board of Directors, and shall conduct business as prescribed by the charter or any bylaws adopted by the Board. The Chair shall be authorized to call special meetings as required. The Chair shall be an ex-officio member of all committees. Vacancies shall be filled by the Chair with approval by the Board of Directors.
- b) Vice Chair: The Vice Chair shall serve in the absence of the Chair or perform other duties as assigned by the Chair.
- c) Secretary: The Secretary shall be responsible for recording all minutes and coordinating a roster of all Senior Caucus members in partnership with KPWA staff and perform other duties as assigned by the Chair.
- d) Treasurer: The Treasurer shall be responsible for submitting a quarterly report of all income and expenditures to the Board, in cooperation with all funding sources and KPWA staff.

Article VIII

Role of KP Washington Staff

- a) Build alignment between KP Washington and the Senior Caucus.
- b) Guide and support the Senior Caucus to be a value added advocacy organization of KP Washington.
- c) Provide ongoing organizational support including, 1) maintenance of Senior Caucus member database; 2) development and distribution of meeting agendas, minutes, and other meeting materials to Senior Caucus members and potential attendees; 3) scheduling meetings and managing other organizational logistics; 4) listing of Senior Caucus expenditures; 5) other responsibilities as needed.

Approved by the Senior Caucus Executive Committee December 1, 2017