

**321—16.2(231,249H) Organization of the unit and proceedings.**

**16.2(1)** The senior living coordinating unit is created within the department of elder affairs by Iowa Code section 231.58.

**16.2(2)** The director of the department of elder affairs shall serve as chairperson.

**16.2(3)** The voting members of the unit shall elect a vice-chairperson from its membership at the first meeting following July 1 of each year.

**16.2(4)** Four voting members of the unit constitute a quorum.

**16.2(5)** The unit shall be governed in accordance with Iowa Code chapter 21, and the unit's proceedings shall be conducted in accordance with Robert's Rules of Order, Revised.

**16.2(6)** The technical and administrative functions of the unit shall be performed by staff of the department of elder affairs.

**16.2(7)** The unit may, on an as-needed basis, appoint work groups related to specific issues.