



c/o Aging Division, Community Living Section  
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## POLICY NOTICE

Reference: Appointed Board Members Attendance  
Policy Number: WSSB-021513-20

Effective Date: February 20, 2013

This policy provides guidance to all Wyoming Senior Services Board (WSSB) members of the attendance to scheduled board meetings or other important meetings. <sup>1</sup>While board members cannot be impeached, they can be removed from service by the Governor. You are appointed by the Governor and you serve at his or her pleasure. If you are removed, you have no recourse, and you are not entitled to notice of the impending removal.

**Background:** The policy is driven by use and reference per the W.S. 9-1-202 Removal of appointive officers and commissioners: reason from removal to be filed, working in part with W.S. 9-2-1211 regarding Wyoming Senior Services Board (WSSB); members.

Policy:

- As an elected board member you are required to regularly attend all board meetings and important related meetings.
  - Excused absences shall be recognized for illness, family emergencies, and business conflicts.
  - A record should be kept by WSSB's secretary on board member's attendance of meetings missed (excused or unexcused) and a delineation of three consecutive absences or less than 70% attendance.

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<sup>1</sup> State of Wyoming Board Handbook 2010 Chapter 3 Ethics  
<http://governor.wy.gov/resources/WyomingBoardTraining>

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- <http://governor.wy.gov/resources/Documents/Handbook> If a member of the board has been absent from three regularly scheduled meetings consecutively, the Board Chair shall notify the Governor's Office in writing of the board members' non-compliance status.

This policy was approved at the Wyoming Senior Services Board meeting on March 1, 2013.