

# 17<sup>th</sup> TSHL Election Kit 2017-2019



**Election Day  
April 28, 2017**

Walter C. Graham  
Speaker

Approved by TSHL Executive Committee  
July 21, 2016

## 17<sup>th</sup> TSHL Election Kit

This election kit contains the guidelines and forms for candidates for election to 17th Texas Silver Haired Legislature and Area Agencies on Aging to use in conducting elections for the 17th TSHL. Elections will be held in each area on Friday, April 28, 2017. All forms are available with this document. Contact Barbara Aydlett, Chair, Election and Credential Committee on questions about the election process or requests for information. Email: [baydlett@windstream.net](mailto:baydlett@windstream.net). ph.: 254-582-1579. Contact Chris Kyker on questions relating to the online copy of this document. Email: [ckyker@aol.com](mailto:ckyker@aol.com). Please direct other questions to Speaker Walter Graham. Email: [wcbg@txol.net](mailto:wcbg@txol.net). ph. 254-631-8783.

TSHL amended the *Election and Credential Manual* to elect 123 delegates with the boundaries of the area agencies on aging as the political boundaries for election. (September 13, 2010). All area agencies will elect 4 representatives with the exception of metro areas that will elect members as follows: Bexar County(6), Capital Area(6), Dallas County(6), Harris County(6), Houston/Galveston (5) and Tarrant County(6). Some additional districts may have 5 positions based upon the records in filling the 4 positions originally allocated to them. (See incumbent chart, p. 2)

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**16th TSHL Incumbents**  
**July 15, 2016**

Area Agencies						Metro Areas	#
Alamo	Kip Legler						4
Ark-Tex	Patricia Dorrough	Rhonda Rogers					4
Bexar County	E. Doris Griffin	Jene Liaci	Nancy Hardin	Larry Johnson	Jerry Tyson	Warren Moore	6
Brazos Valley	Albert Campbell	Irma Cauley	James Warner	Linda Warner	Don Lively		5
Capital	Mary Pat Smith	Carlos Higgins	Paula Johnson	Linda Parrish	Carol Peters	Paul Stempko	6
Central Texas	Donald Murphy	Myron Meier	James T. Hubert	Jim Endicott	Jamie Larson		5
Coastal Bend	Mark Walsh	Frances Morrow	Joyce Lee				4
Concho Valley	Brigitte Rogers	Wayne Merrill	Sherry Hubbard				4
Dallas County	Ruth Bowling	Jesus A. Torres	Sylvia Benneson	Betty Hooley	Trina Garza	John L. Johnson	6
Deep East Texas	Elgin Davis	Cathy Bennett		Willie Parker			4
East Texas	Charlotte Parks	Elsie Whiteside					4
Golden Crescent	Carolyn Arkadie						4
Harris County	Betty Streckfuss	Steve Coycault	Robert Bratcher	Mari Okabayashi	Mamie Ewing	Jeannie Blakenship	6
Heart of Texas	Barbara Aydlett		Danny Volcik	Gayle Avant	Robert Hawkins		5
H/Galveston	Leopold Lacoste	Sharon Lacoste					5
Lower Rio	C. Howdy Smith	Louise Butler	Rene Wallace	Hugo Munoz	Connie Garza		5
Middle Rio	Ramon Garcia						4
North Central	Robert Smith	James E. Hitt	LaWynn Rogers				4
North Texas							4
Panhandle	Alan Abraham	Betty Trotter	Judy Ward (Harris)	Grady Wilkinson	Bobette Doerrie	Jerome Doerrie	5
Permian Basin	Pat Porter						4
Rio Grande	Jetta Roberts	Jerry Johnson	Rosemary Valladolid	Tito Camacho			4
South East	Adalaide Balaban	Mary Nixon					4
South Plains	Jane Blay	Dolores Garcia	Dona Nussbaum	Robert Pfister			4
South Texas							4
Tarrant County	Carolyn Williamson	Richard Garnett	Mona Bailey	Bill T. Bailey			6
Texoma	Joe Henderson	William Carey	Diana Greer				5
West Central	Nancy Byler	Dolan Brinson	Walter Graham	Chris Kyker	Bruce Davis		5

<sup>1</sup>The Executive Committee, meeting September 12, 2010, authorized increasing total positions from 117 to 123 to provide more representation in areas of significant increase of population. On December 12, 2010, the Executive Committee directed that TSHL Officers may authorize one additional position for any area with a full slate of four (4) members to expand to five (5) members not to exceed a total TSHL membership of **123** positions. Should the total filled positions exceed **123** positions with no vacancies, an adjustment would be made by amendment to authorize total positions.

<sup>2</sup> The last column indicates the number of positions authorized for each area. Shaded cells indicate vacancies for the 16<sup>th</sup> TSHL, 2015-2017.

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## TSHL ELECTION CALENDAR 2017

<p><b>JANUARY</b>  <b>2 -</b> AAAs Post Notice to file for TSHL election <u>Form 101</u></p>	<p><b>FEBRUARY</b>  <b>28 –</b> Deadline for candidates to file for election and turn in required forms to local AAA:  <u>Form 103</u> Candidate Information  <u>Form 104</u> Hold Harmless Statement  <u>Form 104.1</u> Code of Conduct  <u>Form 105</u> Official Candidate Petition</p>	<p><b>MARCH</b>  <b>14 -</b> Post Notice of Election date of April 28, 2017 <u>Form 102</u>  <b>15 –</b> Deadline to request Mail-in Voter Ballot Packet  <u>Form 106</u> Request Ballot form  <u>Form 106.1</u> Mail-in Voter Ballot  <u>Form 108</u> Voter Registration Statement</p>	<p><b>APRIL</b>  <b>21 -</b> Deadline Mail-in Voter Ballots <u>Form 106.1</u>–  <b>28 - Election Day</b>  <u>Form 107</u> – Local Election Ballot  <u>Form 108</u> – Voter Registration Statement  <u>Form 109.1</u> Appointment of Poll Watcher by candidate, if desired  <u>Form 112</u> – Cancel Election as allowed on or before April 28, 2017</p>
<p><b>MAY</b>  <b>1-5</b> Send Ballot Tally Sheet to <b>Barbara Adylett<sup>1</sup></b>  <u>Form 109</u> Ballot Tally Sheet of Local Election  <b>1-5 -</b> Send Certificate of Election to <b>Barbara Adylett<sup>1</sup></b> <u>Form 110</u>  <b>8-12</b> Convene local meeting of winners to select members to serve on Administrative Committees  <b>15 -</b> Deadline for members to submit data to <b>Judy Ward<sup>2</sup></b> :  <u>Form 201</u> Member Information  <u>Form 202</u> Administrative comm.  <u>Form 203</u> Legislative committees  <u>Form 104</u> Hold Harmless Statement  <u>Form 104.1</u> Code of Conduct</p>	<p><b>JUNE</b>  <b>30 –</b> Deadline to file for election to TSHL office with <b>Judy Ward<sup>2</sup></b>  <u>Form 204</u> Candidacy for 17th TSHL Office</p>	<p><b>JULY</b>  <b>June/July –</b> AAAs local orientation sessions. Training Committee may assist as requested.  <b>Contact Speaker Walter Graham</b>   <b>July 16-20, 2017 - 17th TSHL Orientation Session – Wyndham, Austin.</b>  <b>Contact Speaker Walter Graham<sup>3</sup></b></p>	<p><b>TSHL Website for information and online courses</b>  <a href="http://www.txshl.org">www.txshl.org</a>  Courses:  101-Realities of Third Age  102-Living a Good Third Age  103-Advocacy for Older Texans  104 -TSHL Call For Leadership   Contact <b>Chris Kyler, Chair<sup>4</sup></b>  <b>Technology Committee</b>  <a href="mailto:ckyker@aol.com">ckyker@aol.com</a>  325-668-6322</p>
<p>1. <b>Barbara Aydlett, Chair</b>  TSHL Election &amp; Credentials  2038 FM 933  Aquilla, TX 76622  254-582-1579  <a href="mailto:baydlett@windstream.net">baydlett@windstream.net</a></p>	<p>2. <b>Judy Ward, Secretary</b>  Texas Silver-Haired Legislature  15059 Caseta Dr. Apt. 2122  Houston, TX 77082  <a href="mailto:jward.lipscomb@gmail.com">jward.lipscomb@gmail.com</a></p>	<p>3. <b>Walter Graham , Speaker</b>  Texas Silver-Haired Legislature  451 CR 154  Cisco, TX 76437  254-631-8783  <a href="mailto:wgcgc@txol.net">wgcgc@txol.net</a></p>	<p>4. <b>Chris Kyker, Chair</b>  TSHL Technology Committee  P.O. Box 5996  Abilene, TX 79608  325-668-6322  <a href="mailto:ckyker@aol.com">ckyker@aol.com</a></p>

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# 17th TSHL Election Guidelines and Rules

## POLICY STATEMENT

**The Texas Silver-Haired Legislature is responsible for defining the TSHL election process. The TSHL will respond to any issue related to the election process including: inquiries, complaints, election issues, violation issues and legal matters. The TSHL Election and Credential Committee shall be the state focal point on matters relating to local elections and will develop and provide to the Executive Committee for its approval standard guidelines, information, forms and materials to enable the AESCs to conduct orientations for all prospective candidates to assure consistent information is provided throughout the state. (Amendment 16, September 11, 2007).**

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## KEY ELECTION COMPONENT GROUPS

### A. TEXAS SILVER-HAIRED LEGISLATORS

The Incumbent Silver-Haired Legislators from each district are expected to provide leadership in the activation and selection of the TSHL Area Election Steering Committees (AESC).

### B. TSHL AREA ELECTION STEERING COMMITTEE (AESC)

The AESC will develop the planning and provide the primary manpower to organize, support, and conduct the election process. The selection of the members of the AESC will be a cooperative decision of the existing district Silver-Haired Legislators and the members of the Area Agency on Aging Advisory Council. The AAA Director should serve ex-officio on the AESC. Each AESC should elect its chairman and send the chairman's name, address, phone number and email address to the TSHL Election & Credentials Chairman.

### C. AREA AGENCY ON AGING ADVISORY COUNCILS

Members of the AAA Advisory Council will serve as advocates for the TSHL. They will provide members and election support to the AESC.

### D. AREA AGENCY ON AGING

Each Area Agency on Aging in Texas, when conducting elections for the TSHL, is asked to serve as the local focal point for coordination and distribution of candidacy forms, and send and receive mail ballots. The Chair of the AESC or his or her designee will announce the official results of the TSHL election. (Amendment 16, September 11, 2007).

## THE TEXAS SILVER-HAIRED LEGISLATURE ELECTION

### A. STRENGTH

A total of one hundred twenty-three (123) delegates will be elected to serve in the unicameral TSHL. The Area Agency on Aging (planning and service areas) boundaries will serve as the political boundaries for TSHL election. Four (4) legislators will be elected from each area, with the exception that six (6) representatives will be elected from the metropolitan areas of Tarrant County, Dallas County, Harris County, Bexar County and the Capital Area and five (5) from the Houston-Galveston Area. The five TSHL Officers may authorize one additional position for any area with a full slate of four (4) members to expand to five (5) members, not to exceed a total of 123 delegates. (Amended by Executive Committee, December 10, 2010, July 21, 2016)

## B. MEMBER MOVING FROM ONE DISTRICT TO ANOTHER.

1. The TSHL Executive Committee by majority vote at any EC meeting may approve continuous membership for a member who moves from one District to another. Upon EC approval, the member shall serve as an 'at large' member in the new District. This temporary addition of a member-at-large to the new District shall, until the end of the current term, increase by one the number of members authorized to serve in that District. The vacancy created in the old District may be filled in accord with normal procedures.
2. The newly designated 'at-large' member may, upon approval by majority vote of the EC, continue serving in any elected or appointed TSHL position the member held at the time of the move.
3. At the end of the current term, this at-large position shall no longer exist. To continue as a TSHL member thereafter, this at-large member must be elected (or appointed) under normal procedures in the new District. (Amended by Executive Committee, October 27, 2016.)

## C. STRUCTURE

The TSHL Area Election Steering Committee (AESC) will voluntarily conduct elections of TSHL legislators for each area. **Each AESC is authorized to determine whether the election for that area will be conducted by (1) Using ballot boxes in selected polling places plus mail-in ballots, or (2) By relying entirely upon mail-in ballots.** (Amended Oct 27, 2014). Each AESC will also determine whether candidates may run at-large, from a designated precinct, or a combination of the two. Each AESC has authority to designate precinct boundaries. This responsibility covers election planning, ballot printing, publicity, training of judges, and implementation of the election procedure. This procedure will allow for grassroots support, decisions, and implementation of the elections procedures. The TSHL Election & Credentials Committee will develop and provide to the Executive Committee for its approval standard guidelines, information, updated forms and materials to enable the AESC to conduct an orientation for all prospective candidates to explain what is expected of a TSHL Legislator: time commitments, financial commitments, and the role of the AESC. AESCs are requested to use the standardized format and materials to assure consistent information is provided prospective candidates throughout the state. (Amended, Sept. 11, 2007; Oct. 27, 2014).

Ballots will be printed for the elections if there is more than one candidate for any position. However, in consonance with the State Election Code, if there is no opposition to a candidate, the AESC may dispense with the election and declare the candidate elected. Unopposed candidates shall be certified to TSHL as elected unopposed. Elected and appointed TSHL Legislators shall be certified to the TSHL by the Area Agency on Aging Director following the week of election. (Amendment 11, September 10, 2003)

## D. CANDIDACY REQUIREMENTS

A candidate for the TSHL must meet the following criteria:

1. Must be age 60 years or older prior to filing for election.
2. Must be a resident of the AAA area to file as a candidate in that area.
3. Must be a registered voter of the State of Texas. The Candidate Information Form will be used for certification (Form 103).
4. Must be willing to participate in all activities required and expected of Texas Silver-Haired Legislators.
  - a Prior to election or appointment, a candidate must sign and agree to comply with the TSHL Code of Conduct and the Hold Harmless Agreement for AAAs. (Forms 104, 104.1).
  - b If elected to the Executive Committee, the member will report results of the Executive Committee meetings to other TSHL legislators in his or her district within 10 working days after the committee meeting.
5. Must file for candidacy: Candidates must fill out these and other appropriate forms

provided by the local area agency on aging.

- a. Form 103 – Candidate Information Form
  - b. Form 104 – Hold Harmless Statement
  - c. Form 104.1 – Code of Conduct Statement
  - d. Form 105 – Official Candidate Petition
6. The candidate must provide a postal address where constituents can contact the member. The address must be available for publishing in TSHL documents and on the TSHL web site. Members are encouraged to also make their phone numbers and email addresses available to constituents. (Amendment 12, September 10, 2003).
  7. To become a candidate, an individual must complete an official *Candidate Petition (Form 105)* by obtaining 25 signatures from registered voters who are 60 years of age or older at time of signing, and who live in the area the candidate seeks to represent. With the submission of required forms and the payment of a \$5.00 filing fee, the person becomes an official TSHL candidate. A candidate may not take part in the balloting procedure and validation.
  8. Qualified voters may sign a petition for only one candidate.

#### E. FORMS AND BALLOTS

Samples of the Notice of Filing for Candidacy (Form 101), Due Notice of Election (Form 102), candidacy forms, petitions and ballots used for TSHL elections are found in Appendix

- A. No write-in ballots will be accepted.

#### F. VOTER REQUIREMENTS

A person who is a registered Texas voter and 60 years of age or older on the date of the election may vote in the TSHL election held for the AAA district in which the voter lives. Voters may certify their age by completing and signing a Statement of Certification. Mail-in voters must each complete and submit a Voter Registration Statement (Form 108). Voters must certify they are 60 years of age or over, but need not provide their exact age or date of birth. (Amendment 13, September 10, 2003)

#### G. CONDUCTING THE ELECTION

- a. **BALLOT BOX.** Where ballot boxes are used, there shall be one secured ballot box in each polling place for depositing marked ballots. If a non-metal box is used, the box will be covered and sealed around the edges with an opening on the top. The word **BALLOT** shall be printed on the box in prominent type. (Amendment 18, September 11, 2007).
- b. **POLLING PLACES.** Each AESC that chooses to use ballot boxes shall establish voting places sufficient to maximize participation, accessible to older Texans, and in sufficient quantity to prevent long waiting. All established polling places shall be open on the date of the election (fourth Friday in April).
  - a. Voters may vote by mail. If ballot boxes are used, the polling places will be available to voters for at least five (5) hours on the fourth Friday of April unless the normal open hours of the facility used as a polling place is less than five (5) hours.
  - b. Voting places should be avoided if the location gives unfair advantage to one candidate over another, is not known in the community, restricts any voters from entering to vote or discriminates against any voter.
  - c. The AESC may designate as polling places Senior centers and other appropriate public places and staff them with election volunteers. Volunteers may be selected from any appropriate local organization or group (Amendment 18, Sept. 11, 2007).

- d. To allow flexibility in holding the election in each area, AESC members in each area are requested to follow these guidelines:
  - (1) The age of poll workers should not be made a limitation, so long as the workers are eligible voters and able to perform the duties.
  - (2) The Training Committee should provide training to the staff of AAAs and to the AESC in a "live" training session, during a Texas Association of Regional Councils (TARC) or AAA training session.

c. POLL WORKERS (Where the election includes polling places).

The Poll Workers shall be selected by the local AESC. The AESC will also determine the number of workers, and designate one of the workers at each polling site as POLL MANAGER to oversee the election at that site. Candidates shall not select poll workers. (Amendment, September 15, 2009).

Duties of the POLL MANAGER shall include the following:

- a. Open and close polls.
- b. Receive and oversee election supplies.
- c. Assign duties of workers and instructions for performing duties.
- d. Assure that workers perform their duties in the proper manner.
- e. Keep order in polling places.
- f. Assure that any ballots (Form 107) from polling sites are delivered to the central site without any tampering.

Duties of the TSHL AESC shall include the following:

- a. Accept ballots and supporting documents, whether from the poll managers or mailed in directly from voters.
- b. Supervise the counting of the ballots.
- c. Resolve the status of questionable ballots.
- d. Within five (5) days, certify and report election results to the Chair of the TSHL Election and Credentials Committee, using Form 110.
- e. Store ballots and related documents in a secure place to await determination of disposition as required under Section I Election Results #4 of this chapter.

4. PROCEDURES FOR VOTERS.

a. Voters shall provide information as follows to the poll worker in charge of the poll registration list:

- (1) Name
- (2) Address
- (3) Current voter registration, or read and sign the disclaimer affidavit

Voters shall read the ballot issued, mark it and then fold and deposit it in the box marked BALLOT.

b. In the event an error is made on the ballot, the voter may obtain another ballot. The ballot marked in error shall be returned to the poll worker. Upon request, a poll worker may assist a voter in casting his vote. If the voter is assisted, it shall be noted on the ballot, together with the name of the person providing assistance.

5. POLL WATCHERS

All Poll Watchers must register with the Poll Manager.

- a. Only one Poll Watcher per candidate will be permitted; each Poll Watcher may serve in that capacity for only one candidate. (Amendment, September 15, 2009)



- b. Poll watchers will not be allowed to have mechanical or electronic means of recording images or sounds while serving as a Poll Watcher.
- c. Each Poll Watcher must sign and present his or her "Appointment of Poll Watcher by Candidate on the Ballot" form to the Poll Manager prior to the election. (E&C Form 207). (Amendment 19, September 11, 2007).

#### H. MAIL-IN-VOTING

Mail-in voting shall be conducted in accordance with TSHL Rules and AESC Rules. It shall be conducted so as to maximize participation by older Texans, preserve each older Texan's right to confidentiality, and ensure fairness. Voters may request a MAIL-IN ballot in person or through a designated agent or by phone, email or mail from the AESC. Candidates for election to TSHL may not distribute mail-in ballots to voters. (Amendment, September 11, 2007)

Mail-in voting shall be conducted in accord with guidelines developed by the AESC, and conducted so as to maximize participation by older Texans, preserve each voter's right to

confidentiality, and ensure fairness. Each AESC shall establish procedures to accomplish the above. In addition, mail-in voting rules shall include requirements to:

1. Give people with disabilities or homebound voters an opportunity to vote. Homebound persons shall include those in long-term care facilities and those who otherwise would not have access to voting places.
2. Ensure that ballots be postmarked five (5) or more days before the scheduled election.
3. Assure privacy where possible and prevent fraud.
4. Follow state voting procedures as closely as practicable.
5. Include the following information returned with a mailed ballot:
  - a. Marked ballot (Form 106.1)
  - b. Signed voter registration statement (Form 108)
 Both documents are to be mailed together to the address listed on the mail-in ballot.
6. Ensure that both Form 106.1 and Form 108 are returned by the mail-in voting deadline in order for the ballot to be valid and counted. (Amendment 19, September 11, 2007).

#### I. VACANCIES

If a member of the TSHL does not maintain a valid, current voter registration certificate in the district he/she was elected to represent, dies, or resigns, that position shall be declared vacant. In the event of a vacancy, the following method shall be followed by the local AESC to fill the vacancy.

- a. AESC shall appoint the most qualified eligible person available to fill the vacancy within 30 days. (Amendment 14, September 10, 2003)
- b. A person appointed to serve a district as a TSHL member who did not file for candidacy will be limited to serve one (1) term only as an appointee. An appointed person who desires to serve another term must file for candidacy as outlined under Chapter II, Section C of this Election & Credentials Manual.
- c. The final decision and selection will be made by the local AESC, which includes the membership of presently elected Texas Silver-Haired Legislators. Elected and appointed representatives of the TSHL who have not been sworn in are not eligible to vote on the selection.

#### J. ELECTION RESULTS

- a. Upon the receipt of the ballots and registration sheets, the AESC and the Area Agency on Aging shall verify the results. If there are no discrepancies, the results shall be certified as correct by the AESC and the Area Agency on Aging, using Ballot Tally Form (Form 109). The results shall be mailed, faxed, or emailed to the Chair of the E&C

Committee within five (5) days following the completion of the election. Each election winner will be identified by name, address, phone number and email address if available. A *Certification of Election* (Form 110) will be provided to each winner by the local Area Agency on Aging director. Unopposed candidates and members appointed where no candidate ran for the position will also be identified by name, address, a phone number and email address if available. The local AAA director will provide a *Certification of Election* (Form 110) to each elected candidate.

- b. A plurality of one (1) vote constitutes a winner. Should there be a tie, the winner shall be determined by the toss of a coin with both candidates or their representatives in attendance.
- c. Final notice of the winners shall be publicized only after all votes within the district have been verified.
- d. Registration sheets and ballots shall be preserved at the Area Agency on Aging for three (3) months after the day of the election.
- e. The elections may be contested by a candidate prior to 4:00 P.M. on the third day following the election on any of the following grounds:
  - a. Omission of a candidate's name on the ballot.
  - b. Tampering with the ballots.
  - c. Voting by an ineligible person.
  - d. Duplicate voting.

K. **CONTESTED ELECTION.** A candidate choosing to contest the election shall notify the Chair, TSHL Election & Credential Committee in writing prior to 4:00 P.M. on the Monday following the election.

- a. The candidate contesting the results shall state in a letter the grounds for contesting the results and provide any relevant evidence on which he/she is contesting the results. A copy of the letter shall be forwarded to the local AESC.
- b. The TSHL E&C Chair will inform TSHL Officers of the decision in the matter and with the concurrence with the decision by a majority of the TSHL Officers, inform the candidate of the disposition of the matter within ten (10) working days from the date that the TSHL officers received the complaint by the candidate
- c. The results of the election will be withheld for that position until the protest is resolved.
- d. The TSHL E&C Chair will provide the decision to AESC and the candidate involved in the complaint. (Amendment 20, September 11, 2007).

L. **CERTIFICATION.** Following the election, the TSHL Election and Credentials Committee Chair shall obtain from the TSHL Area Election Steering Committee a list of all TSHL members for the new term and provide a compiled statewide list to the TSHL Speaker and Secretary and to the Texas Secretary of State. (Oct 11, 2005)

M. **IDENTIFICATION.**

Members arriving at the Orientation Session may use any of the following for identification:

1. Certification of Election (Form 110)
2. Voter Registration Certificate
3. Driver's License

#### 4. Acknowledgement by the TSHL Speaker and Secretary

#### N. RECALL

To begin recall proceedings against a TSHL elected or appointed representative, recall proponents must serve and file the *Notice of Intention to Circulate a Recall Petition* (Form 111). The Notice of Intention must be served by certified mail on the person sought to be recalled. A copy of the notice along with the proof of service must be filed with the AESC and the TSHL E&C Committee Chair.

- a. The Notice of Intention must contain the name and title of the member to be recalled, and include:
  - i. A statement, not to exceed 200 words in length, of the reason(s) for recall.
  - ii. The name and address of at least five (5) but not more than eight (8) proponents of the recall.
  - iii. Within ten (10) days after serving the Notice of Intention, the member sought to be removed may file an answer, not to exceed 200 words, with the TSHL E&C Chair.
- b. A hearing to confirm the decision on recall and its validity will be held by an official of the TSHL E&C within ten (10) days after a response of the member sought to be removed.
- c. The TSHL Officers will, by majority vote, make the final decision and disposition of a Recall Petition and Petition Response.
- d. The TSHL Speaker will inform the affected member and AESC of the results of the recall action made by the TSHL Officers. (Amendment 21, September 11, 2007).

#### O. APPEAL OF DECISION BY THE EXECUTIVE COMMITTEE TO EXPEL A TSHL MEMBER.

A decision by the Executive Committee to expel a member from the TSHL may be appealed to the membership as follows:

- a. Within 10 days of the date of the expulsion, the appellant shall give written notice to the TSHL Secretary that the decision will be appealed.
- b. Within 21 days of the date of the expulsion, the appellant shall provide the TSHL Secretary with the basis for the appeal, in writing, and a request for the appeal to be heard.
- c. The Secretary shall promptly inform the Officers, the Chair of the Ethics Review Panel and the Chair of the Elections Committee of the pending appeal.
- d. The Speaker shall set a date for the Elections Committee to forward to all members the following:
  - i. The plea for the appeal to be heard.
  - ii. Brief explanation by the Chair of the Ethics Review Panel of the basis for expulsion.
  - iii. A Ballot

The appeal shall not be heard unless more than one-half of the current TSHL members vote FOR the appeal to be heard. If the request for the appeal to be heard is rejected by the membership, the expulsion is confirmed.

- e. In the event the membership votes to hear the appeal, the appellant's expulsion will remain pending until the next scheduled general meeting of the membership. While the appeal is pending, the appellant shall not hold any elected or appointed position within the TSHL.

- f. At the next scheduled general meeting, the Chair of the Ethics Review Panel and the Speaker will be given an opportunity to address the membership regarding the appeal. The appellant will then be given an opportunity to personally address the membership.
- g. The membership will then vote to CONFIRM or OVERTURN the expulsion. A vote of at least two-thirds of current TSHL members present and voting shall be required to overturn the decision of the Executive Committee to expel the member. (Amendment, September 15, 2009)

**17th Texas Silver-Haired Legislature**

**January 2, 2017**

**Notice to Eligible Voters Of the**  

---

**Area Agency on Aging**

**NOTICE TO FILE FOR CANDIDACY**

***To all eligible voters in the State of Texas, sixty years of age prior to filing for election, a resident of the above named Area Agency on Aging District, and desiring to participate in all activities required and expected of Texas Silver-Haired Legislators at their own expense without compensation, notice is hereby given that, in accordance with the provisions of the rules adopted by The Texas Silver-Haired Legislature, candidates must file a written notice of candidacy with the said Area Agency on Aging during established business hours by February 28, 2017 at***

\_\_\_\_\_  
**Street Address**

\_\_\_\_\_  
**City**

\_\_\_\_\_  
**Zip**

***Due Notice of Election with voting information will be posted March 14, 2017. Qualified voters of the named Area Agency on Aging may vote by Mail -in Ballots by April 21, 2017 or in person on April 28, 2017.***

***By directions of the Texas Silver-Haired Legislature's Election & Credentials Committee.***

Barbara Aydlett, Chair  
TSHL Election & Credentials Committee  
2038 FM 933  
Aquilla TX 76622  
254-582-1579 Email: [baydlett@windstream.net](mailto:baydlett@windstream.net).

**17th TEXAS SILVER-HAIRED LEGISLATURE**

**March 14, 2017**

**Due Notice of Election**

**NOTICE OF ELECTION OF REPRESENTATIVES  
IN THE \_\_\_\_\_ DISTRICT  
OF THE AREA AGENCY ON AGING**

*To All eligible voters in the State of Texas living in the above named district who are sixty years of age or older as of April 28, 2017. Notice is hereby given that in accordance with the provisions of the Elections and Credentials Manual of the Texas Silver-Haired Legislature, qualified Voters of the above named district may cast their vote in person at Voting Box Location/s:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Between \_\_\_ a.m. and \_\_\_ p.m. on the 28<sup>th</sup> day of April 2017, then and there to elect a qualified candidate desiring to serve as a member of the Texas Silver-Haired Legislature.*

\_\_\_\_\_

*Mail-in Ballots may be obtained from the Area Agency on Aging office located at \_\_\_\_\_ or by calling \_\_\_\_\_, between the hours of 8:00 a.m. and 5:00 p.m. by March 15, 2017, and mailed to the AAA office. Envelope must be postmarked no later than midnight, April 21, 2017.*

*By directions of the Texas Silver-Haired Legislature's Election & Credentials Committee.*

Barbara Aydlett, Chair  
TSHL Election & Credentials Committee  
2038 FM 933  
Aquilla TX 76622  
254-582-1579 Email: [baydlett@windstream.net](mailto:baydlett@windstream.net)

# 17th Texas Silver-Haired Legislature

## *Candidate Information Form*

Print Name:	_____	,	_____	_____
	Last		First	Middle
Address	_____			
	_____	, TX	_____	
	City		Zip Code	
Phone	_____	Fax	_____	
Email:	_____			
Voter Registration Certificate Number	_____			
Identify the area you will be representing:	_____			
By completing this form I hereby declare that I am a registered Texas Voter, 60 years of age or older prior to filing for election, a resident of _____ Area Agency on Aging and I have paid a filing fee of \$5.00 payable to the designated Area Agency on Aging.				
_____	_____			
Date	Signature			

**PLEASE RETURN TO THE DESIGNATED AREA AGENCY ON AGING  
BY February 28, 2017**

\_\_\_\_\_ Area Agency on Aging  
Address \_\_\_\_\_  
\_\_\_\_\_, TX \_\_\_\_\_  
City Zip code  
Phone Number \_\_\_\_\_  
Contact person: \_\_\_\_\_

**HOLD HARMLESS STATEMENT**

To the \_\_\_\_\_ Area Agency on Aging,  
And the \_\_\_\_\_ Council of Governments

by \_\_\_\_\_, candidate or member of Texas Silver-Haired  
Legislature

I, \_\_\_\_\_, as a Candidate for election or  
appointment to the TSHL do hereby make the following statement:

In conjunction with my participation as a member of the Texas Silver-Haired Legislature in  
TSHL activities, including TSHL elections, and to the fullest extent permitted by law, I agree to  
indemnify, defend and hold harmless \_\_\_\_\_ Area Agency on Aging and the  
\_\_\_\_\_ Council of Governments, their directors, managers, staff, agents, and  
volunteers and assigns from and against any and all claims brought by me arising out of or resulting  
from my participation in TSHL activities, including elections, unless such claim or claims arise out of  
the sole negligence or willful misconduct of \_\_\_\_\_ Area Agency on Aging  
and/or the \_\_\_\_\_ Council of Governments or their representatives, agents, or  
servants. "Claim" as used in this agreement means any financial loss, claim, suit, action, damage or  
expense, including but not limited to attorney's fees.

I affirm that I voluntarily make this statement without mental reservation, duress, or any  
consideration or benefit that may accrue to me as a member of the Texas Silver-Haired Legislature  
both present and future. (Amended November 20, 2006)

\_\_\_\_\_  
Signature Name (Printed)

STATE OF TEXAS}  
COUNTY OF \_\_\_\_\_

Before me, a notary public, on this day personally appeared \_\_\_\_\_, known to me to be the  
person whose name is subscribed to the foregoing document, and being by me first duly sworn, declared that the  
statements contained therein are true and correct.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_

\_\_\_\_\_  
Notary Public (Or AAA Official)  
My commission expires \_\_\_\_\_

Signed original filed with local area agency on aging; copy of signed original filed with Judy Ward, TSHL Secretary,  
15059 Caseta Dr. Apt. 2122, Houston, TX 77082



**TEXAS SILVER-HAIRED LEGISLATURE  
CODE OF CONDUCT STATEMENT**

**To the SECRETARY, TSHL**

**Copy to the Director, \_\_\_\_\_ Area Agency on Aging,**

**Submitted by a member or prospective member of the Texas Silver-Haired Legislature**

I, \_\_\_\_\_, as a  
\_\_\_\_ Duly elected member of the Texas Silver-Haired Legislature (TSHL) or a  
\_\_\_\_ Candidate for election or appointment to the TSHL do hereby make the following statement:

I, as a Silver-Haired Legislator, dedicate myself to carrying out the mission of the Texas Silver-Haired Legislature, and do hereby obligate myself to the highest standards of dignified behavior, precluding any conduct which embarrasses, offends or abuses others, especially in committee hearings, business meetings, during TSHL annual sessions, and at public forums.

Further, I pledge to do the following:

- (i) Recognize that, at all times, the chief function of the TSHL is to serve the best interests of older Texans and to be their non-partisan advocate to the Texas Legislature.
- (ii) Accept as a personal duty the responsibility to keep up-to-date on emerging issues and to stay informed as a resource person to my constituents.
- (iii) Uphold the Bylaws and Procedures as adopted by the TSHL membership and to consciously work for the "good of the order."
- (iv) Respect the structure and responsibilities of the Executive Committee and provide them with facts and advice as a basis for their making policy decisions.
- (v) Conduct TSHL operational duties with positive leadership as exemplified by open communication and a willingness to listen and to speak in moderation as diverse opinions are being expressed.
- (vi) Observe professional standards both in form and content for all public communications, including email, never demeaning others.
- (vii) Demonstrate the highest standards of personal integrity, truthfulness and courtesy in all TSHL activities so as to inspire the public's confidence and trust.
- (viii) Avoid any interest or activity that is in conflict with the conduct of my official duties.
- (ix) Respect and protect privileged information to which I have access in the course of my official duties.
- (x) Encourage the professional development of all TSHL members.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

Signed original filed with local area agency on aging; copy of signed original filed with Judy Ward, TSHL Secretary, 15059 Caseta Dr. Apt. 2122, Houston, TX 77082

STATE OF TEXAS}

COUNTY OF \_\_\_\_\_

Before me, Director of a Texas Area Agency on Aging Office, or a notary public, on this day personally appeared

\_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing document, and being by me first duly sworn, declared that the statements contained herein are true and correct.

Given under my hand and official capacity this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ -

\_\_\_\_\_  
Notary Public or AAA Director

My commission expires \_\_\_\_\_

Form 104.1 [Return](#)

**OFFICIAL CANDIDATE PETITION**

**17th Texas Silver-Haired Legislature**

**STATEMENT OF CERTIFICATION:** I, the undersigned, hereby declare my intention of running for the Texas Silver-Haired Legislature. I further certify that I am a registered Texas voter, 60 years of age or older at time of signing, and a resident of the \_\_\_\_\_ Area on Aging Region. My Texas Voter Registration Number is \_\_\_\_\_. I also agree to pay a \$5.00 filing fee with the submission of this completed petition.

Name \_\_\_\_\_

Date

Signature

We, the undersigned, do hereby declare that we are registered Texas Voters, 60 years of age or older at time of signing, and are residents of the region served by the \_\_\_\_\_  
AREA AGENCY ON AGING.

SIGNATURE	NAME (PRINTED)	PERMANENT ADDRESS
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		

*Please Return Official Candidate Petition to designated area agency on aging by February 28, 2017*

**17th Texas Silver-Haired Legislature**

**Request for Mail-in Voting Ballot Packet**

Request for mail-in voting ballot packet may be made to the local area Agency on aging office by March 15, 2017 to use for mail-in voting  
By midnight April 21, 2017

We, the listed voters, hereby declare that we have current voter certificates, 60 years of age or older at time of listing, and are residents of District \_\_\_\_\_ of the \_\_\_\_\_ Area Agency on Aging.

NAME	MAILING ADDRESS	VOTER CERTIFICATE #

This form to be forwarded to the appropriate area agency on aging office by the Senior Facility Director. It can be distributed by the AAA with the voting packet.

# 17th Texas Silver-Haired Legislature

## Mail-in Ballot

(Mail to Designated Area Agency on Aging by **April 21, 2017.**)

Designated Area Agency on Aging  
\_\_\_\_\_

Dates for Mail-in Balloting: April 21, 2017

TSHL Candidates - Vote for \_\_\_\_\_\*  
Number

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### Instructions to Mail-in Voter:

1. Complete Voter registration Statement (Form 108).
2. Please mark an (x) beside the two (2) candidates of your choice.
3. Fold ballot, insert, and seal ballot in small envelope.
4. Place small envelope and voter information into return envelope,  
Mail to: \_\_\_\_\_ Area Agency on Aging, Attention: \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_
5. Mail-in ballots must be postmarked by midnight **April 21, 2017.**  
Your vote will not be counted without including your registration statement (Form 108) with this ballot.

**\* Edit ballot to fit the number of candidates and Districts in your area.**

(This form should be altered as needed by each AAA Director & AESC to accommodate the number of candidates and districts in your area. This is an example of a ballot form. Please make the ballot fit your **individual situation.**)

**17th Texas Silver-Haired Legislature**

**Ballot for Local Election**

Designated Area Agency on Aging

\_\_\_\_\_  
Date for Balloting: April 28, 2017

TSHL Candidates - Vote for \_\_\_\_\_ \*

Number

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Instructions to Voter:

1. Complete Voter registration Statement (Form 108).
2. Please mark an (x) beside the two (2) candidates of your choice. \*
3. Fold ballot and insert in ballot box.

**\* *Edit ballot to fit the number of candidates and districts in your area.***

(This form should be altered as needed by each AAA Director & AESC to accommodate the number of candidates and districts in your area. This is an example of a ballot form. Please make the ballot fit your **individual situation.**)



# Certificate of Appointment as Poll Watcher for Local Election

## Appointment of Poll Watcher

By authority of the 17th TSHL Election and Credentials Manual, I hereby appoint

\_\_\_\_\_  
Name of Poll Watcher

to serve as my Poll Watcher during the counting and tally of votes  
for the election of a 17th TSHL member from

\_\_\_\_\_  
Name of District

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Candidate

## Affidavit of Poll Watcher

I accept the appointment to serve as the Poll Watcher for the above candidate  
and for no other candidate for this election.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Poll Watcher

Each Poll Watcher must countersign the "Affidavit of Poll Watcher" (Form 109.1) in front of the Election Administrator and Election Judge at the designated count location prior to the beginning of the count. [E&C Manual Ch. III A 8 d (4)].

[Return](#)

## Ballot Tally Sheet for Local Election of the 17th TSHL Members

Total	Name of Candidate	10	20	30	40	50	60	70	80	90
	<b>District 1/at large</b>									
	1.									
	2.									
	<b>District 2/ at large</b>									
	1.									
	2.									
	<b>District 3/ at large</b>									
	1.									
	2.									
	<b>District 4/ at large</b>									
	1.									
	2.									
	<b>District 5 (if need)/at large</b>									
	1.									
	2.									
	<b>District 6 (if need)/at large</b>									
	1.									
	2.									

I verify that the following candidates are declared winners of the TSHL election conducted April 24, 2015, by the \_\_\_\_\_ Area Agency on Aging:

Dist. 1	Name	Address			
	City	ZIP	Phone	Email	
Dist. 2	Name	Address			
	City	ZIP	Phone	Email	
Dist. 3	Name	Address			
	City	ZIP	Phone	Email	
Dist. 4	Name	Address			
	City	ZIP	Phone	Email	
Dist. 5	Name	Address			
	City	ZIP	Phone	Email	
Dist. 6					
	City	ZIP	Phone	Email	

**Districts 5&6 as needed**

\_\_\_\_\_  
**Representative, AESC Committee**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Director, Area Agency on Aging**

Send completed form by May 5, 2017 to:  
 Barbara Aydlett, Chair  
 TSHL Election & Credentials Committee  
 2038 FM 933  
 Aquilla TX 76622  
 254-582-1579 Email: [baydlett@windstream.net](mailto:baydlett@windstream.net)



*17th TEXAS SILVER-HAIRED LEGISLATURE*  
**CERTIFICATION OF ELECTION**  
By May 5, 2017

Be it known by all that

The Honorable \_\_\_\_\_

Having met all requirements as set forth by the  
17th Texas Silver-Haired Legislature Bylaws and Election & Credentials Manual

For the position of Legislator representing the Senior Citizens

Of the \_\_\_\_\_ Area,

And,

Having been duly

\_\_\_\_\_ elected for this position **April 28, 2017** or

\_\_\_\_\_ appointed to this position (date) \_\_\_\_\_;

Therefore, the Undersigned Area Agency on Aging Director

Respectfully requests

That he or she be seated

With all the rights and privileges of said position.

AAA Director: \_\_\_\_\_

Signature

Date: \_\_\_\_\_

Make two signed originals, one for the declared winner of the TSHL election and one to be mailed within five (5) days after the election to:

Barbara Aydlett, Chair  
TSHL Election & Credentials Committee  
2038 FM 933  
Aquilla TX 76622  
254-582-1579 Email: [baydlett@windstream.net](mailto:baydlett@windstream.net)

[Return](#)





## 17th Texas Silver-Haired Legislature

### ORDER OF CANCELLATION

The \_\_\_\_\_ TSHL Area Election Steering Committee hereby CANCELS the election scheduled to be held on **April 28, 2017**, in accordance with the Texas Election Code and the Texas Silver-Haired Legislature's Election and Credentials Manual.

The following candidate has been certified as unopposed and is hereby elected:

**Candidate:** \_\_\_\_\_

Office Sought: Representative of the \_\_\_\_\_ Area Agency on Aging District in the 17th Texas Silver-Haired Legislature.

\_\_\_\_\_  
AESC Chairman

\_\_\_\_\_  
Date of Adoption

\_\_\_\_\_  
Secretary

A copy of this order is to be posted on or before **April 28, 2017**, at all places that would have been used in the election for the position now unopposed.

By direction of **Barbara Adylett** TSHL Election & Credentials Committee Chairman.

[Return](#)

## 17th TSHL ELECTED MEMBER INFORMATION

COMPLETE Forms 201, 202, 203; also 204 (if applicable) AND RETURN BY **May 18, 2017**

TO: Judy Ward Secretary, Texas Silver-Haired Legislature, 15059 Caseta Dr. Apt. 2122  
Houston, TX 77082. Ph 823-288-2201. Email: [jward.lipscomb@gmail.com](mailto:jward.lipscomb@gmail.com) You also have the option to register online at [www.TxSHL.org](http://www.TxSHL.org). Log in for Members only with User name: member2008; Password: silver2008

1. Name \_\_\_\_\_ District \_\_\_\_\_

Friends call me \_\_\_\_\_

2. Mailing Address \_\_\_\_\_

3. Telephone Number \_\_\_\_\_ Fax \_\_\_\_\_

4. Age \_\_\_\_\_ Email address: \_\_\_\_\_

5. Marital Status \_\_\_\_\_

6. Spouse's Name, if applicable \_\_\_\_\_

7. In case of emergency, please contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Relationship \_\_\_\_\_

8. Education: Grade completed \_\_\_\_\_

College \_\_\_\_\_ Degree/s \_\_\_\_\_

Graduate School \_\_\_\_\_ Degree/s \_\_\_\_\_

9. Present Employment \_\_\_\_\_

Title \_\_\_\_\_

10. If retired, your former employment \_\_\_\_\_

If government service, indicate: Local \_\_\_\_\_ State \_\_\_\_\_ Federal \_\_\_\_\_

Title \_\_\_\_\_

11. What are your fields of expertise? \_\_\_\_\_

Administrative \_\_\_\_\_ Legislative \_\_\_\_\_ Other \_\_\_\_\_

12. In which skills are you most proficient: (Check all that apply in order of preference)

<input type="checkbox"/> Writing	<input type="checkbox"/> Organization	<input type="checkbox"/> Word Processing
<input type="checkbox"/> Typing	<input type="checkbox"/> Education	<input type="checkbox"/> Management
<input type="checkbox"/> Accounting	<input type="checkbox"/> Law	<input type="checkbox"/> Library Research
<input type="checkbox"/> Fund Raising	<input type="checkbox"/> Speaking	<input type="checkbox"/> Ministry
<input type="checkbox"/> Grant Writing	<input type="checkbox"/> Public Relations	<input type="checkbox"/> Other
<input type="checkbox"/> Auditing	<input type="checkbox"/> Computer Operations	

Name: \_\_\_\_\_ District \_\_\_\_\_

**District**

13. In a short paragraph, tell about your personal goals and amount of participation desired.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(use additional pages as desired)

14. List other talents you would be willing to share to increase your participation in the TSHL.

15. List Hobbies

16. Committee attendance is important to the work of the TSHL Will you be willing to attend all meetings of your assigned committee even though it must be at your own expense?

Yes \_\_\_\_\_ No \_\_\_\_\_

17. Would you serve as:

a. Legislative Issue Committee Chair \_\_\_\_\_ Vice Chair \_\_\_\_\_ Secretary \_\_\_\_\_

b. Legislative Action Committee Chair \_\_\_\_\_ Vice Chair \_\_\_\_\_ Secretary \_\_\_\_\_

18. Who is your State Representative? \_\_\_\_\_

19. Who is your State Senator? \_\_\_\_\_

20. What is your Congressional District Number? \_\_\_\_\_

21. Who is your Congressional Representative? \_\_\_\_\_

22. Do you know either of the U.S. Senators? \_\_\_\_\_

23. (For re-elected members). How many prior TSHL terms have you served? \_\_\_\_\_. Identify by TSHL session, title of TSHL office and committee office you have served.

TSHL Session & TSHL Office	LIC & Office	ADM & Office	LAC & Office	AdHoc Comm TSHL Directory Silver Bulletin
16 <sup>th</sup> (2015-2017)				
15 <sup>th</sup> (2013-2015)				
14 <sup>th</sup> (2011-2013)				
12/13 <sup>th</sup> (2010-11)				
11 <sup>th</sup> (2008-2010)				
10 <sup>th</sup> (2006-2008)				
9 <sup>th</sup> (2004-2006)				
8 <sup>th</sup> (2002-2004)				
7 <sup>th</sup> (2000-2002)				
6 <sup>th</sup> (1998-2000)				
5 <sup>th</sup> (1996-1998)				
4 <sup>th</sup> (1994-1996)				
3 <sup>rd</sup> (1990-1992)				
2 <sup>nd</sup> (1988-1990)				
1 <sup>st</sup> (1986-1988)				

Name: \_\_\_\_\_ District \_\_\_\_\_

### Administrative Committees

The four (4) TSHL legislators from each of the districts and the six (6) legislators from each of the Metro districts shall determine by mutual agreement during May 7-13, 2017 who will serve on the four (4) Administrative Committees.

In addition, the six (6) TSHL Legislators from each of the metro districts (Dallas, Tarrant, Bexar, Harris, and CAPCO) will appoint a fifth member from their respective districts to the Operations Committee and the sixth member to another committee of choice. Houston/Galveston will appoint a fifth member from their respective districts to the Operation Committee.

- A. **FINANCE COMMITTEE.** Responsible for the proper handling of all fiscal matters and the formation of the biennial budget. Also, full responsibility for the *Silver Directory*, which includes choosing a chair. (Election & Credentials Amendment 3, September 14, 2005)
- B. **ELECTION & CREDENTIALS COMMITTEE.** Responsible for all matters pertaining to the statewide election certification of the representatives from all districts. This also includes distributing the updated Election & Credentials Manual to the Area Election Steering Committees.
- C. **COMMUNICATION COMMITTEE.** Responsible for the preparation, printing and distribution of journals, Bylaws, Manuals and Handbooks; prepares statewide media releases for the Speaker's approval.
- A. **OPERATIONS COMMITTEE.** Responsible for the planning and execution of the logistical details for all full sessions of the TSHL.

The \_\_\_\_\_ TSHL District Administrative Committee members are:

- a. Finance: \_\_\_\_\_
- b. Election & Credentials: \_\_\_\_\_
- c. Communication: \_\_\_\_\_
- d. Operations: \_\_\_\_\_
- Operations: (2<sup>nd</sup> metro member) \_\_\_\_\_

[Return](#)

Name: \_\_\_\_\_

District \_\_\_\_\_

**Legislative Issues Committees**

(Adopted, TSHL Executive Committee July 16, 2004, amended February 3, 2016)  
TSHL Officers may resolve any conflict of responsibilities.

**Committees and their Responsibilities.** Please study the nine (9) Legislative Issues Committees listed below with some of the areas of concern to senior citizens, which each committee will address in your Legislative Session. Then indicate the committee for which you feel best qualified to serve by placing the numeral "1" by that committee. As alternate choices, please numerals "2" and "3" by your second and third choices. You will be assigned to one of the three choices at the Orientation Session. (unless everyone selects the same committees).

A \_\_\_\_\_ **CRIMINAL JUSTICE COMMITTEE.** Address issues relating to homeland security and the following House Standing Committee of Corrections, Criminal Jurisprudence and Law Enforcement, and the Senate Standing Committee of Criminal Justice.

B \_\_\_\_\_ **EDUCATION COMMITTEE.** Public School finance; continuing education opportunities for senior citizens; bi-lingual education opportunities for the elderly minorities, and others.

C \_\_\_\_\_ **RURAL – URBAN AFFAIRS COMMITTEE.** Resolutions that reflect the needs of aging Texans we serve in the rural - urban Texas communities, about issues which are unique to the rural – urban community. (Election & Credentials Manual, Amendment 4, Sept. 14, 2005 and action by the TSHL Executive Committee, April 20, 2006 and Sept. 13, 2007)

D \_\_\_\_\_ **HEALTH & HUMAN RESOURCES COMMITTEE.** Protect Medicaid and Medicare benefits to senior citizens; be an advocate for nursing home reforms; alternatives to institutionalization; training for nurses aides; greater incentives for in-home care; improved medical care for the indigent elderly; other issues relating to improved health care for the elderly, and other issues.

E \_\_\_\_\_ **HUMAN SERVICES COMMITTEE.** Increased funding for expanding community service programs, including transportation for rural and urban areas; funding for respite care; expanded Senior Center programs, and others that involve the physical aspects of elder care.

F \_\_\_\_\_ **INSURANCE COMMITTEE.** To identify insurance needs and research possible solutions that address insurance matters, especially as they affect seniors.

G \_\_\_\_\_ **RETIREMENT AND AGING COMMITTEE.** Supporting the Aging Texas Well program, prepares resolutions for the protection and well-being of Texas seniors on issues that relate to housing, employment, medical care, taxes, licenses, fees and other issues concerning with the health, retirement programs, property and other assets of retired and all aged Texans.

H \_\_\_\_\_ **STATE AFFAIRS COMMITTEE.** Align the duties and responsibilities with the Texas House of Representatives State Affairs Committee and Defense and Veterans' Affairs Committee, while adjusting any conflicts with issues assigned to other LIC committees.(Amended by Executive Committee February 3, 2016).

I \_\_\_\_\_ **UTILITIES AND NATURAL RESOURCES COMMITTEE.** Consider all agricultural, environmental, natural resources and utilities issues.

\_\_\_\_\_  
Signature of TSHL Member

\_\_\_\_\_  
Date

[Return](#)

Name: \_\_\_\_\_ District \_\_\_\_\_

**CANDIDACY FOR 17th TSHL OFFICE**

THIS IS NOTICE OF MY INTENT TO FILE AS A CANDIDATE FOR THE OFFICE OF:

Speaker

Speaker Pro Tem

Deputy Speaker Pro Tem

Secretary

Comptroller

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Deadline for declaring intent is June 30, 2017**

**Mail or email information to:**

**Judy ward, Secretary  
Texas Silver-Haired Legislature  
15059 Caseta Dr. Apt. 2122  
Houston, TX 77082  
Phone: 806-852-2106  
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- ✓ All officers need to recognize that they may be required to put in more time than some of the other positions; therefore, this involves a commitment of time to this responsibility
- ✓ Because of the demands of the office, one should consider their health and financial resources when running for office.
- ✓ The following guidelines are given as suggestions to help you make a decision when you are considering running for office.

THROW YOUR HAT IN THE RING AND ENJOY THE OUTCOME.



# **GUIDELINES FOR CANDIDACY FOR AN OFFICE IN THE TEXAS SILVER-HAIRED LEGISLATURE**

Duties of each Officer are given in the TSHL Bylaws. The following are guidelines for you to consider if you are anticipating running for one of the offices:

## **1. SPEAKER**

- Chief executive officer of the TSHL
- Should have experience in conducting meetings using parliamentary procedures and be knowledgeable of Roberts' Rules of Order, Newly Revised, Latest Edition.
- As a leader and director of the body, should be able to give attention to several issues at one time so each can be given a hearing in proper order.
- As ex-officio member of all committees and a chair of none, the individual must be able to work cooperatively with all members in order to direct proceedings without insertion of any undue personal bias.
- Positive direction should be reasonable and defensible, and never dogmatic.
- Should be a good listener –and a good arbitrator of discussions and disagreements.
- Should represent the TSHL in a professional manner through public and government contacts while advancing TSHL interests at every level of involvement.

## **2. SPEAKER PRO TEM**

- As second officer of the TSHL, may at any time need to take over the duties of the Speaker, so this person must have all the characteristics required of the Speaker. In addition, this person should be able to responsibly support fully the agenda of the Speaker
- This position requires the characteristics needed of a leader as well as those of a good follower.
- Each silver legislator has come to this office because of a desire to encourage actions that are beneficial to all senior Texans; therefore, prominent characteristics should include cooperation, fair judgment, and devotion to accomplishing the goals of the TSHL, rather than those of an individual silver legislator.
- This individual may be asked to assume special assignments in an ad hoc committee, which would involve giving leadership while following direction of the Executive Committee.

## **3. DEPUTY SPEAKER PRO TEM**

- This individual may have to assume duties of the Speaker; therefore, should have characteristics outlined above for both the Speaker, and the Speaker Pro Tem,
- Should have experience in coordinating fund raising activities.

## **4. SECRETARY**

- Needs to be a good listener, able to take good notes, use a recorder, and be able to transcribe and distribute the notes soon after a meeting.
- This position may involve use of a professional secretary but in no way does it relieve the Secretary of responsibility for the records.
- Should be able to write legibly, using proper spelling and good sentence structure.
- Must understand the requirements of recording all important motions and actions, but not all the details nor all discussions, and to recognize what applies directly to the decisions being made.
- Being able to LISTEN and to HEAR accurately is important.
- Rather than interpret what is said, the secretary's obligation is to record accurately what is said.

5. **COMPTROLLER**

- As the officer responsible for financial records, this individual needs a good understanding of bookkeeping, is not required to be an accountant, but should understand basic accounting procedures.
- An understanding of computers and some ability to use them is preferred for this position.
- Ability to prepare and present financial reports to the TSHL Executive Committee and the TSHL Foundation
- Ability to establish liaison with the TSHL Foundation.

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Form 205.1

## Texas Area Agencies on Aging

August 12, 2016

Area Agency on Aging	Director	City	Phone	Email
Alamo Area	Mr. Jason Wagner. Interim	San Antonio	210-362-5561	jwagner@aacog.com
Ark-Tex	Lisa Reeve	Texarkana	903-255-3509	lreeve@atcog.org
Bexar County	Mr. Jason Wagner. Interim	San Antonio	210-362-5254	jwagner@aacog.com
Brazos Valley	Mr. Ronnie Gipson	Bryan	979-595-2800	rgipson@bvcog.org
Capital Area	Ms. Jennifer Scott	Austin	512-916-6062	jscott@capcog.org
Central Texas	Mr. H. Richard McGhee	Belton	254-770-2345	richard.mcgee@ctcog.org
Coastal Bend	Ms. Betty Lamb	Corpus Christi	361-232-5146	betty@cbcogaaa.org
Concho Valley	Ms. Toni Gutierrez	San Angelo	325-223-5704	toni.roberts@cvcog.org
Dallas County	Marilyn Self	Dallas	214-871-5065	mself@ccgd.org
Deep East Texas	Ms. Holly Anderson	Jasper	409-384-5704	handerson@detcog.org
East Texas	Bettye Mitchell	Kilgore	903-218-6518	Bettye.mitchell@etcog.org
Golden Crescent Region	Ms. Cindy Cornish	Victoria	361-578-1587	cindyco@gcrpc.org
Harris County	Ms. Deborah A. Moore	Houston	832-393-4301	deborah.moore@cityofhouston.net
Heart of Texas	Mr. Gary Luft	Waco	254-292-1800	gary.luft@hot.cog.tx.us
Houston-Galveston	Mr. Curtis M. Cooper	Houston	713-627-3200	Curtis.cooper@h-gac.com
Lower Rio Grande Valley	Mr. Jose L. Gonzalez	Weslaco	956-682-3481	jgonzalez@lrgvdc.org
Middle Rio Grande Area	Ms. Elda Garcia	Carrizo Springs	830-757-6122	elda.garcia@mrgdc.org
North Central Texas	Ms. Doni Green	Arlington	817-695-9209	dgreen@nctcog.org
North Texas	Ms. Rhonda K. Pogue	Wichita Falls	940-322-5281	rpogue@nortexp.org
Panhandle Area	Ms. Melissa Carter	Amarillo	806-331-2227	mcarter@theprpc.org
Permian Basin	Ms. Jeannie Reeves	Midland	432-563-1061	jeannie.reeves@aaapb.com
Rio Grande Area	Ms. Yvette Lugo	El Paso	915-533-0998	yvettel@riocog.org
South East Texas	Ms. Colleen Halliburton	Beaumont	409-899-8444	challiburton@setrpc.org
South Plains	Ms. Liz Castro	Lubbock	806-687-0940	lcastro@spag.org
South Texas	Mr. Alberto Rivera, Jr.	Laredo	956-722-3995	arivera@stdc.cog.tx.us
Tarrant County	Mr. Don Smith	Fort Worth	817-258-8102	don.smith@unitedwaytarrent.org
Texoma	Ms. Judy Connor	Sherman	903-813-3575	jconnor@texoma.cog.tx.us
West Central Texas	Ms. Michelle Parker	Abilene	325-672-8544	mparker@wctcog.org

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In the name and by the authority of  
**THE STATE OF TEXAS**

OATH OF OFFICE

I, \_\_\_\_\_, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Silver Legislator of the Silver-Haired Legislature of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

\_\_\_\_\_  
Signature of Texas Silver Legislator

\_\_\_\_\_  
Date

State of **Texas**  
County of \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2017 .

\_\_\_\_\_  
Signature of Officer or Notary Public Administering Oath

\_\_\_\_\_  
Printed or Typed Name and Title