

**261—400.2(15,17A) Generation Iowa commission.****400.2(1) Composition.**

*a. Commission structure.* The commission shall consist of 15 voting members appointed by the governor and 4 ex officio nonvoting members. The ex officio nonvoting members are 4 legislative members, 2 state senators and 2 state representatives and not more than 1 member from each chamber being from the same political party. Eight voting members shall constitute a quorum. An affirmative vote of a majority of voting members, excluding any member who has a conflict of interest, is necessary for the commission to take substantive action.

*b. Terms.* Commission members shall be appointed for three-year terms that begin and end as provided by Iowa Code section 69.19. However, the initial members shall be appointed to terms of less than three years to ensure that members serve staggered terms.

*c. Voting members.* At the time of appointment or reappointment, a voting member shall be at least 18 years of age, but less than 35 years of age.

**400.2(2) Meetings.**

*a.* The commission generally meets monthly. By notice of the regularly published meeting agendas, the commission may hold regular or special meetings at various locations within the state.

*b.* The commission shall annually elect a chairperson and vice chairperson.

*c.* Any interested party may attend and observe commission meetings except for such portion as may be closed pursuant to Iowa Code section 21.5.

*d.* Observers may use cameras or recording devices during the course of a meeting so long as the use of such devices does not materially hinder the proceedings. The chairperson may order that the use of these devices be discontinued if it causes interference and may exclude any person who fails to comply with that order.

*e.* Minutes of open meetings will be available for viewing at the commission's offices.

**400.2(3) Duties.** The duties of the commission are as follows:

*a.* Advise and assist the department in activities designed to retain and attract the young adult population.

*b.* Develop and make available best practices guidelines for employers to attract and retain young adult employees.

*c.* In the years that the written report required by rule 261—400.3(15,17A) is not updated, submit a written status report which shall include an analysis of progress made during the previous calendar year.

**400.2(4) Commission offices.** The commission is established within the department. Information about the commission is available through the department's Web site at [www.iowalifechanging.com](http://www.iowalifechanging.com) or at Attn: Generation Iowa Commission, Iowa Department of Economic Development, 200 East Grand Avenue, Des Moines, Iowa 50309. Written requests may be submitted to the commission at this address.