



Riverside County Advisory Council on Aging

Executive Committee Meeting

March 22, 2023

10:00 a.m. – 11:00 a.m.

Meeting Location:

Office on Aging
3610 Central Avenue
Suite 102
Riverside, CA 92506

Minutes

Agenda Overview

1. First Order of Business
1.4. Public Comment
2. Action Items
3. Discussion Items
4. Adjourn

1. First Order of Business Cynthia Lemus, Chair

1.1. Call to Order at 10:07 a.m.

Any requests for public comment during the meeting should be made by comment card and submitted to *Melissa Jacks*. Public comments will be heard at Agenda Item 1.4.

1.2. Establish Quorum and Self-Introductions

Members

- | | |
|-------------------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | Cynthia Lemus, Chair |
| <input checked="" type="checkbox"/> | Mark Cox, Vice Chair |
| <input type="checkbox"/> | Javier Lopez, Parliamentarian |

Office on Aging Staff

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Gary Robbins, Deputy Director for Administration |
| <input checked="" type="checkbox"/> | Jennifer de la Ossa-Ramirez, Administrative Services Manager, II |
| <input checked="" type="checkbox"/> | Melissa Jacks, Executive Assistant III |

1. First Order of Business

Cynthia Lemus, Chair

1.3. Chair Reports and Reminders

1.3.1. Next Executive Committee Meeting

Onsite Meeting

Wednesday, April 26, 2023

Riverside County Office on Aging

3610 Central Ave., Ste. 101

Riverside, CA 92506

10:00 a.m. – 11:00 a.m.

(877) 932-4100

1.3.2. Discussion regarding changing the date of the Executive Committee Meeting to immediately follow the regular committee meeting. Will add to agenda for vote during April's Executive Committee meeting.

1.4. Public Comments – None.

3. Discussion Items Cynthia Lemus, Chair

3.1. Discussion Items Within the Purview of the Executive Committee

3.1.1. Discussion regarding moving the May General Advisory Council meeting to May 17, 2023 since the next scheduled meeting of May 10th falls during the C4A Annual Conference which Cynthia and OOA Department staff will be attending. Will be added as action item to agenda for April 12, 2023 Advisory Council Meeting.

3.1.2. Approve Agenda April 12, 2023 Advisory Council Meeting

Advisory Council Regular Meeting

Agenda Overview: April 12, 2023

1.1. Call to Order

1.2. Establish a Quorum

1.3. Review ADA Guidelines

1.4. Invocation

1.5. Pledge of Allegiance

1.6. Self-Introductions

1.7. Chair Announcements

1.7.1. Next Meeting

Wednesday, May 17, 2023

OOA Leadership and AC Chair attending C4A Conference

1.8. Public Comments

Advisory Council Regular Meeting

Agenda Overview: April 12, 2023

Continued

- 2.1. Approve Minutes of the Last Meeting
- 3.1. Department/ADRC Reports
- 4.1 Presentation
- 5.1. Discussion Items
 - 5.1.1. Ambassador Packet Review
 - 5.1.2. Mileage and Hour Sheet Discussion
 - 5.1.3. Membership Update
- 6.1. Committee Reports – TBD
- 7.1. Liaison Reports – TBD
- 8.1. Ambassador Reports – TBD
- 9.1. Closing Comments
- 10.1 Adjourn

3. Discussion Items
Agenda Overview
Cynthia Lemus, Chair

**3.1.2. APPROVE THE AGENDA FOR THE APRIL 12, 2023,
ADVISORY COUNCIL MEETING.**

Quorum: 2

Must abstain:

Motion: M. Cox

Second: C. Lemus

Notes: J. Lopez was absent.

Roll Call Vote: Motion Passed.

10. Adjourn

Cynthia Lemus, Chair

4.1. APPROVE MOTION TO ADJOURN MEETING.

Quorum: 2

Must abstain:

Motion: M. Cox

Second: C. Lemus

Notes: J. Lopez was absent.

Roll Call Vote: Motion approved. Meeting adjourned at 10:36 a.m.

*Riverside County
Board of Supervisors*

Kevin Jeffries Supervisor, District I

Karen Spiegel Supervisor, District II

Chuck Washington Supervisor, District III

V. Manuel Perez Supervisor, District IV

Yxstian Gutierrez Supervisor, District V

*Riverside County
Office on Aging Staff*

Jewel Lee	Director
Dr. Gary Robbins	Deputy Director for Administration
Jennifer de la Ossa - Ramirez	Administrative Services Manager II
Melissa Jacks	Executive Assistant III

Advisory Council on Aging Membership

Cynthia Lemus	Chair
Mark Cox	Vice Chair
Javier Lopez	Parliamentarian
Vacant	Appointee, District I
Vacant	Appointee, District II
Vacant	Appointee, District III
Vacant	Appointee, District IV
Barbara Mitchell	Appointee, District V
Debbie Franklin	Member
Donald Brock	Member
Steve Mehlman	Member
Teresa Chappell	Member
Vacant	Member
Vacant	Member
Vacant	Member
Vacant	Member
Vacant	Member



Advisory Council on Aging Committees

Committee	Chair	Members
Executive	Cynthia Lemus	Mark Cox, Vice Chair Javier Lopez, Parliamentarian
Advocacy	Teresa Chappell	Mark Cox Steve Mehlman
Annual Report	Cynthia Lemus	Vacant
Bylaws	Javier Lopez	Debbie Franklin
Community Connections	Cynthia Lemus	Vacant
Healthy Living	TBD	Barbara Mitchell Debbie Franklin
Membership	Cynthia Lemus, Interim	Donald Brock
Planning	Debbie Franklin	Vacant

Advisory Council on Aging Liaisons

California Senior Legislature (CSL)	Mark Cox, Senior Assembly Member
California Senior Legislature (CSL)	Milissa Meyer, Senior Assembly Member
California Senior Legislature (CSL)	Teresa Chappell, Senior Assembly Member
California Senior Legislature (CSL)	Vacant, Senior Assembly Member
California Senior Legislature (CSL)	Steve Mehlman, Senior Senator
California Senior Legislature (CSL)	Donald Brock, Senior Senator
Continuum of Care	Javier Lopez
Foundation on Aging	Cynthia Lemus
Grandparents Raising Grandchildren (GRG)	Mark Cox
Health Insurance Counseling and Advocacy Program (HICAP)	Debbie Franklin
Housing	Javier Lopez
In-Home Supportive Services (IHSS) Advisory Council	Barbara Mitchell Donald Brock
Long-Term Care Ombudsman Program (LTCOP)	Teresa Chappell
Older Adults System of Care	Barbara Mitchell
Public Health	Vacant
Transportation Services	Steve Mehlman
Triple A Council of California (TACC)	Cynthia Lemus
Veterans Services	Cynthia Lemus Donald Brock

Advisory Council on Aging Guidelines

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Public Comments: Each speaker may be limited to speak two (2) minutes or less depending on the number of speakers. At the direction of the Chair or by majority vote of the Council, the two (2) minute time limitation may be waived, increased or reduced. The maximum time for public comment for any individual item or topic may be limited to fifteen (15) minutes. The Council may terminate public comments if such comments become repetitious or disruptive. Any written documents to be distributed or presented to the Council shall be submitted to the Council's assigned staff. This policy applies to Public Comments and general comments on agenda items. Under the Brown Act, the Council will not take action on or discuss matters raised which are not posted 72 hours in advance. Council members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

Advisory Council on Aging Meeting Schedule

2022/2023			
Date	Day	Time	Location
September 14, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
October 12, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
November 9, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
December 14, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
January 11, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
February 8, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
March 8, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In Person
April 12, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In Person
May 17, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In Person
June 14, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In Person