



Riverside County Advisory Council on Aging

Executive Committee Meeting

February 22, 2023

10:00 a.m. – 11:00 a.m.

Zoom Virtual Meeting Access:

[Join Zoom Meeting](#)

Join by Phone: (253) 215-8782 US Toll

Meeting ID #: 898 3331 2539

Meeting Passcode: 212125

Minutes

Agenda Overview

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



*Please mute your screen or *6 by phone until called on by the meeting moderator*

1. First Order of Business

Cynthia Lemus, Chair

1.1. Call to Order at 10:02 a.m.

Any requests for public comment during the meeting should be made through private message chat 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 checked="" 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, March 22, 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

1.4. Public Comments – None.

2. Action Items

Cynthia Lemus, Chair

2.1.1. APPROVE THE MINUTES OF THE NOVEMBER 16, 2022, EXECUTIVE COMMITTEE MEETING.

Quorum: 2

Must abstain: J. Lopez

Motion: M. Cox

Second: C. Lemus

Notes:

Roll Call Vote: Motion approved.

2. Action Items

Cynthia Lemus, Chair

2.1.1. APPROVE THE MINUTES OF THE JANUARY 25, 2023, EXECUTIVE COMMITTEE MEETING.

Quorum: 2

Must abstain: J. Lopez

Motion: M. Cox

Second: C. Lemus

Notes:

Roll Call Vote: Motion approved.

3. Discussion Items

Cynthia Lemus, Chair

3.1. Discussion Items Within the Purview of the Executive Committee

3.1.1. Member Filing Requirements for Form 700 Update

Adjusted requirements and Advisory Council members are no longer required to complete Form 700

3.1.2. Three-year Evaluation for Membership Reappointment

Cynthia will review evaluations and will be on the agenda of the next Regular meeting

3.1.3. March 8, 2023, General Meeting Planning

Area Plan Public Hearing

Public Hearing will begin at 10:00am then the General Meeting will follow.

3.1.4. Approve Agenda March 8, 2023 Advisory Council Meeting

3. Discussion Items
Agenda Overview
Cynthia Lemus, Chair

Advisory Council Agenda Overview: March 8, 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

3. Discussion Items
Agenda Overview
Cynthia Lemus, Chair

Advisory Council Agenda Overview: March 8, 2023 - Continued

1.8. Chair Announcements

1.8.1. Next Meeting

Wednesday, April 12, 2023

1.8.2. Member Birthdays

Barbara Mitchell

3. Discussion Items
Agenda Overview
Cynthia Lemus, Chair

Advisory Council Agenda Overview: March 8, 2023 - Continued

1.8.3. Statement of Economic Interests (Form 700) Update

- Members are exempt from disclosure pursuant to CCR § 18700(c)(2)(A)

3. Discussion Items

Agenda Overview

Cynthia Lemus, Chair

Advisory Council Agenda Overview: March 8, 2023 - Continued

1.9. Public Comments

2.1. Approve Minutes of the Last Meeting

3.1. Department/ADRC Reports

4.1 ~~Presentation~~

Discussion to remove from agenda due to time limitations with Area Plan Update presentation.

4.1. Discussion Items – None.

4.1.2. Member Reappointment

4.1.3. Motion to Approve the Membership Committee's recommendation to reappoint C. Lemus, S. Mehlman, and T. Chappell

4.1.4 Affirm that Area Plan Update (2023-2024) has been completed.

Added item 4.1.4.

5.1. Committee Reports – TBD

6.1. Liaison Reports – TBD

7.1. Ambassador Reports – TBD

Will send out template again and request submissions

8.1. Closing Comments

9.1 Adjourn

3. Discussion Items
Agenda Overview
Cynthia Lemus, Chair

3.1.2. APPROVE THE AGENDA FOR THE MARCH 8, 2023, ADVISORY COUNCIL MEETING.

- Quorum:** 2
- Must abstain:** None
- Motion:** J. Lopez
- Second:** M. Cox
- Notes:** C. Lemus left meeting early.
- Roll Call Vote:** Motion approved with changes noted: Removal of item 4.1. Presentation and Addition of 4.1.4. Affirm that Area Plan Update (2023-2024) has been completed.

10. Adjourn

Cynthia Lemus, Chair

4.1. APPROVE MOTION TO ADJOURN MEETING.

Quorum: 2

Must abstain: None

Motion: J. Lopez

Second: M. Cox

Notes: C. Lemus left meeting early.

Roll Call Vote: Motion approved. Meeting adjourned at 10:43 a.m.

*Riverside County
Board of Supervisors*

Kevin Jeffries	Supervisor, District I
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Karen Spiegel	Supervisor, District II
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Chuck Washington	Supervisor, District III
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V. Manuel Perez	Supervisor, District IV
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Yxstian Gutierrez	Supervisor, District V
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*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
Stacie Catlin	Program Specialist 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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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.	Virtual Zoom Meeting Link
April 12, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
May 10, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link
June 14, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual Zoom Meeting Link