

Minutes



Riverside County Advisory Council on Aging

Regular Meeting

February 8, 2023

10:00 a.m. – 12:00 p.m.

Zoom Virtual Meeting Access:

[Join Zoom Meeting](#)

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

Meeting ID #: 898 3331 2539

Meeting Passcode: 212125

Brown Act

Virtual Meeting Notification

Pursuant to Government Code Section 54953, Subdivision (b), and Executive Order N-15-21 released on September 16, 2021, this RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING meeting includes teleconference participation by some or all of the Advisory Council members.

PLEASE NOTE THAT NO IN-PERSON LOCATION IS AVAILABLE FOR THIS MEETING.

Any member of the public requesting to call in to speak on an item or to speak during Public Comment must first register at the Riverside County Office on Aging 24 hours in advance of the meeting. Once registered, further information will be provided. Please contact Office on Aging staff to register: AC@rivco.org or (951) 867-3895.



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

Virtual Meeting
Notification

Zoom Access Participation Guidelines

To access and participate in the meeting, please follow the guidelines below:

Join Zoom Meeting
<https://zoom.us/j/97496105460>

Via video conference:

Click on the link.

Meeting ID: 974 9610 5460

One tap mobile

+16699009128,,97496105460# US (San Jose) 12532158782,,97496105460# US
+(Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington D.C)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 974 9610 5460

Find your local number: <https://zoom.us/u/abKOAY7nJH>

Join the meeting.

Click **Open Zoom Meetings** on the dialog shown by your browser

If you don't see a dialog, click **Launch Meeting** below.

Launch Meeting



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

Agenda Overview

1. First Order of Business
1.8. Public Comment
2. Action Items
3. Presentations
4. Department/ADRC Reports
5. Discussion Items
6. Committee Reports
7. Liaison Reports
8. Ambassador Reports
9. Closing Comments
10. 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. Called meeting to order at 10:03am – Cynthia Lemus, Chair

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 1.8.

1.2. Establish a Quorum – Cynthia Lemus, Chair

Members			
<input checked="" type="checkbox"/>	Barbara Mitchell	<input type="checkbox"/>	Javier Lopez
<input checked="" type="checkbox"/>	Cynthia Lemus	<input checked="" type="checkbox"/>	Mark Cox
<input checked="" type="checkbox"/>	Debbie Franklin	<input checked="" type="checkbox"/>	Steve Mehlman
<input checked="" type="checkbox"/>	Donald Brock	<input checked="" type="checkbox"/>	Teresa Chappell

1. First Order of Business Cynthia Lemus, Chair

1.3. Resolutions – Cynthia Lemus, Chair

1.3.1. APPROVE A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS FROM FEBRUARY 8, 2023, THROUGH MARCH 8, 2023.

Quorum: 5

Must abstain: None.

Motion: M. Cox

Second: D. Brock

Notes: J. Lopez was absent.

Roll Call Vote: Motion approved.

Members

<input checked="" type="checkbox"/> Barbara Mitchell	<input type="checkbox"/> Javier Lopez
<input checked="" type="checkbox"/> Cynthia Lemus	<input checked="" type="checkbox"/> Mark Cox
<input checked="" type="checkbox"/> Debbie Franklin	<input checked="" type="checkbox"/> Steve Mehlman
<input checked="" type="checkbox"/> Donald Brock	<input checked="" type="checkbox"/> Teresa Chappell

1. First Order of Business Cynthia Lemus, Chair

1.4. Review ADA Guidelines – Cynthia Lemus, Chair

Any ADA-related requests or issues during the meeting should be directed through private message chat to *Melissa Jacks*.

1.5. Pledge of Allegiance – Cynthia Lemus, Chair

1.6. Self-Introductions – Cynthia Lemus, Chair

Members			
<input checked="" type="checkbox"/>	Barbara Mitchell	<input type="checkbox"/>	Javier Lopez
<input checked="" type="checkbox"/>	Cynthia Lemus	<input checked="" type="checkbox"/>	Mark Cox
<input checked="" type="checkbox"/>	Debbie Franklin	<input checked="" type="checkbox"/>	Steve Mehlman
<input checked="" type="checkbox"/>	Donald Brock	<input checked="" type="checkbox"/>	Teresa Chappell

1. First Order of Business Cynthia Lemus, Chair

1.6. Self-Introductions Continued:

Riverside County Office on Aging Staff

- ☒ Gary Robbins, Deputy Director for Administration
- ☒ Jennifer de la Ossa-Ramirez, Administrative Services Manager
- ☒ Melissa Jacks, Executive Assistant III
- ☒ Lisa Whitesell, Social Services Supervisor II
- ☒ Martha Lepe, Social Services Practitioner III

Guests and Members of the Public

- ☒ Lizbet Limon, Supervisor Kevin Jeffries Office
- ☒ Frank Miller, Applicant Candidate Advisory Council-District Four
- ☒ Tony Ortego, Director, Older Adults System of Care

1. First Order of Business

Cynthia Lemus, Chair

1.7. Chair Reports and Reminders

1.7.1. Next General Meeting

IN-PERSON MEETING

Wednesday, March 8, 2023

10:00 a.m. – 12:00 p.m.

Riverside County Office on Aging

3610 Central Avenue

1st Floor, Suite 102

Riverside, CA 92506

(877) 932-4100

Due to the expected ending of the COVID emergency declaration on February 28, the March 8 meeting will be in-person.

1.7.2. Announcements

- Member Birthdays: Javier Lopez
- Advised the California Senior Legislature notified Office on Aging staff that no election will be held in 2023 to fill the one remaining Senior Assembly Member vacancy for the Riverside county.
- Reminded members to file a Form 700 this week or notify staff of the expected filing date. If unable to file for any reason, please contact Melissa Jacks. **The filing deadline is April 1, 2023.**

1. First Order of Business

Cynthia Lemus, Chair

1.7. Chair Reports and Reminders - Continued

1.7.3. Member Reappointments

Announced three-year evaluations were sent via SurveyMonkey last week to the following members:

- Cynthia Lemus
- Steve Mehlman
- Teresa Chappell

Confirmed all three members have submitted responses, which will be reviewed by the Membership Committee, and then sent to Advisory Council Chair before a motion to approve by the larger Advisory Council.

Explained members would then be reappointed through the Board of Supervisors.

1. First Order of Business

Cynthia Lemus, Chair

1.8. Public Comments – None

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 AC@rivco.org. 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.

2. Action Items

Cynthia Lemus, Chair

2.1. APPROVE THE MINUTES OF THE JANUARY 11, 2023, MEETING.

Quorum: 5

Must abstain: None.

Motion: S. Mehlman

Second: M. Cox

Notes: J. Lopez was absent.

Roll Call Vote: Motion approved.

Members

<input checked="" type="checkbox"/> Barbara Mitchell	<input type="checkbox"/> Javier Lopez
<input checked="" type="checkbox"/> Cynthia Lemus	<input checked="" type="checkbox"/> Mark Cox
<input checked="" type="checkbox"/> Debbie Franklin	<input checked="" type="checkbox"/> Steve Mehlman
<input checked="" type="checkbox"/> Donald Brock	<input checked="" type="checkbox"/> Teresa Chappell

3. Presentations

3.1. Grandparents Raising Grandchildren

- **Riverside County Office on Aging Staff:**
 - **Lisa Whitesell, Social Services Supervisor II**
 - **Martha Lepe, Social Services Practitioner III**



Family Caregiver Support Program

Grandparents Raising Grandchildren

Office on
Aging Family
Caregiver
Support
Program
(FCSP)

FCSP SERVICES

Under TITLE III E of the Older Americans Act

- Family Caregiver Support Program
- Grandparents Raising Grandchildren

General FCSP Services

Family Caregiver Support Program

WHO IS SERVED

- Clients caring for a relative who is age 60+
- Older adults (age 60+) caring for a disabled adult family member
- Clients caring for a relative diagnosed with early-onset dementia

AND

Caregiver is at risk for burnout

General FCSP Services

Family Caregiver Support Program

SERVICES PROVIDED

- Linkage to Resources
- Community Outreach
- Caregiver Education and Training through Care Pathways Classes and Support Groups
- Case Management Services & Advocacy

Grandparents Raising Grandchildren Program (GRG)



*Grandparents
Raising
Grandchildren*

WHO IS SERVED

- Grandparents (55+) who are primary caregivers to grandchildren placed in their home
- Parents are not involved
- Grandparents needing education, resources, support or advocacy

Grandparents Raising Grandchildren Program (GRG)



*Grandparents
Raising
Grandchildren*

SERVICES PROVIDED

- Information & Education
- Resources & Referrals
- Support Groups
- Case Management
- Community Outreach
- Trainings to Other Professionals
- Interagency Collaboration

Grandparents Raising Grandchildren Program (GRG)



*Grandparents
Raising
Grandchildren*

CASE MANAGEMENT

- Grandparents must have multiple implications for enhanced assistance
- In-depth assessment to identify and meet needs
- Provide resources and referrals
- Conduct direct advocacy
- Provide emotional support and parenting assistance through community partners

Grandparents Raising Grandchildren Program (GRG)



*Grandparents
Raising
Grandchildren*

COMMONLY IDENTIFIED NEEDS

- Navigating the legal process of guardianship/adoption
- Linkage to financial resources (childcare assistance (RCOE/First 5), utility assistance, housing options, food assistance)
- Accessing public benefits (Medi-Cal, CalWorks, CalFresh, SSI, non-needy Cash Aid, WIC)

Grandparents Raising Grandchildren Program (GRG)



*Grandparents
Raising
Grandchildren*

COMMONLY IDENTIFIED NEEDS

- Assistance with complex systems (school registration, legal procedures, mental health and disability services, changing culture, extracurricular activities)
- Direct advocacy by Social Worker through attending meetings (IEPs, CFTM/TDMs, court hearings)
- Emotional support & education (parenting strategies)

Office on
Aging Family
Caregiver
Support
Program
(FCSP)



How to Refer:

OFFICE ON AGING

877-932-4100

info@rcaging.org

**Lisa Whitesell, Supervisor,
FCSP Case Management Services
(951) 867-3871**

**Martha Lepe, SSP III,
GRG Case Manager,
(951) 867-3888**





4.1. Department Update

- Stacie Catlin will be leaving the Office on Aging, in recruitment for an Executive Assistant II that will be supporting the Advisory Council. In the interim, Melissa Jacks and Jennifer de la Ossa-Ramirez will be providing support.
- Four of Five Board of Supervisors appointments are vacant, and they are in the process of reaching out to individuals to fill those vacancies.

4. Department/ADRC Reports

Gary Robbins,
Deputy Director for Administration
Riverside County Office on Aging

5. Discussion Items

Gary Robbins

Deputy Director for Administration

5.1. Advisory Council Members Roles for Ambassadors, Liaisons, and Committee Membership

Provided an overview of each of the following roles:

- Liaison
- Ambassador
- Committee Members

Updated members on the next steps for Ambassadors and Office on Aging staff activity to support Ambassador efforts.

Explained the purpose and process of Liaison and Ambassador report templates.

6. Committee Reports
None.



7. Liaison Reports
None.



8. Ambassador Reports
None.



9. Closing Comments

Cynthia Lemus, Chair

- *Cynthia thanked the Office on Aging staff for their work for contacting the Senior Centers and thanked the members for their work with their Advisory Council.*
- *Debbie shared that the Senior Centers seem to be opening back up.*
- *Members requested an up-to-date list of Advisory Council members phone numbers and email addresses. Reminder from Cynthia to follow the Brown Act guidelines when speaking to other members.*
- *Mark expressed his gratitude to the Advisory Council and Office on Aging. Additionally, he shared that he is happy with the direction that the Advisory Council is moving in.*
- *Teresa shared appreciation for the Office on Aging staff and expressed that she is happy with the direction the Advisory Council is moving in.*
- *Gary shared there will be an Office on Aging Area Plan Update for Public Comment and the Public Hearing will take place on March 8th, 2023 at 10:00 am – 11:00 am, then open the Advisory Council meeting immediately following.*

10. Adjourn

Cynthia Lemus, Chair

10.1. APPROVE MOTION TO AJOURN MEETING.

Quorum: 5

Must abstain: None.

Motion: M. Cox

Second: D. Franklin

Notes: J. Lopez was absent.

Roll Call Vote: Motion approved. Meeting adjourned at 11:46 a.m.

Members

<input checked="" type="checkbox"/> Barbara Mitchell	<input type="checkbox"/> Javier Lopez
<input checked="" type="checkbox"/> Cynthia Lemus	<input checked="" type="checkbox"/> Mark Cox
<input checked="" type="checkbox"/> Debbie Franklin	<input checked="" type="checkbox"/> Steve Mehlman
<input checked="" type="checkbox"/> Donald Brock	<input checked="" type="checkbox"/> Teresa Chappell

**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

Maile Haynes

Deputy Director of Programs and Operations

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
Debbie Franklin	Appointee, District V
Barbara Mitchell	Member
Donald Brock	Member
Javier Lopez	Member
Steve Mehlman	Member
Teresa Chappell	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	Vacant	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)	Donald Brock, Senior Senator
California Senior Legislature (CSL)	Steve Mehlman, 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

Materials Distributed: In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting at the following email address: AC@rivco.org. To view a hard copy of the materials, please contact Stacie Catlin at phone number: (877) 932-4100.

ADA: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to attend an Advisory Council on Aging meeting, please contact Stacie Catlin at: (877) 932-4100 or TTD 711. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

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.	Zoom Meeting Link
October 12, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Zoom Meeting Link
November 9, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Zoom Meeting Link
December 14, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Zoom Meeting Link
January 11, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Zoom Meeting Link
February 8, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	Zoom Meeting Link
March 8, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In-Person Meeting
April 12, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In-Person Meeting
May 10, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In-Person Meeting
June 14, 2023	Wednesday	10:00 a.m. – 12:00 p.m.	In-Person Meeting

In-Person Meeting Location

Riverside County Office on Aging
 3610 Central Ave., Ste. 102
 Riverside, CA 92506
 (877) 932-4100