

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

MEMBERSHIP COMMITTEE MEETING

November 19, 2020
2:00 p.m. – 3:00 p.m.

Microsoft Teams meeting

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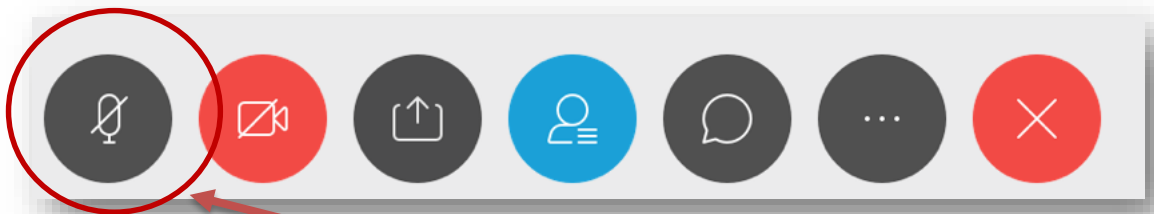
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MISSION STATEMENT

The mission of the Riverside County Advisory Council on Aging is to advocate for all older persons and adults with disabilities, to improve their lives. ¹

BROWN ACT VIRTUAL MEETING NOTIFICATION

Pursuant to **Government Code Section 54953, Subdivision (b), and Executive Order N-29-20** released on March 17, 2020, this RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING meeting includes teleconference participation by all of the Advisory Council members. **PLEASE NOTE THAT NO IN PERSON LOCATION IS AVAILABLE FOR THIS MEETING.**

Any public requesting to call in to speak on an item or 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 Stacie Catlin to register: scatlin@rivco.org or (951) 867-3800.



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1. FIRST ORDER OF BUSINESS

1.8. Public Comment

2. ACTION ITEMS

3. DISCUSSION ITEMS

3.1. General Advisory Council Membership Recruitment

3.1.2. Discuss the membership interview process

4. MOTION TO ADJOURN



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1. FIRST ORDER OF BUSINESS – Steve Mehlman, Chair

1.1. Called meeting to order at 2:05 p.m.

1.2. Established Quorum – Steve Mehlman, Chair

1.3. Self-introductions

The following members were in attendance:

- Steve Mehlman, Interim Chair
- Sharron Lambeth, Member
- Victoria Zivku, Member

The following staff were in attendance:

- Jamiko Bell, Administrative Services Officer
- Stacie Catlin, Program Specialist II
- Ryan Emblem, Administrative Analyst I

1.4. Public Comment

- There were no public comments.



2. ACTION ITEMS – Steve Mehlman



2.1. RECEIVE AND FILE MINUTES OF THE DECEMBER 11, 2019, MEETING

Must abstain: None.

Members needed for quorum: 2

Motion by: Steve Mehlman

Seconded by: Sharron Lambeth

Open Discussion: None.

Roll Call Vote: V. Zivku was absent. Motion unanimously approved.

3. DISCUSSION ITEMS – Steve Mehlman

3.1. GENERAL ADVISORY COUNCIL MEMBERSHIP RECRUITMENT – Steve Mehlman

3.1.1. Reviewed general Advisory Council vacancies and current membership applications; and selected candidates to invite to membership interviews.

3.1.2. Discussed the membership interview process and determined a timeline to complete interviews via the Zoom virtual platform.

4. MOTION TO ADJOURN – Steve Mehlman



Motion by: Steve Mehlman Seconded by: Sharron Lambeth

Roll Call Vote: V. Zivku was absent. Motion unanimously approved.

Meeting adjourned at 2:35 p.m.



Please place your phone or computer on “mute” until you are called on by the meeting moderator.

Riverside County Board of Supervisors

District I: Supervisor Kevin Jeffries

District IV: Supervisor V. Manuel Perez

District II: Supervisor Karen Spiegel

District V: Supervisor Jeff Hewitt

District III: Supervisor Chuck Washington

Office on Aging Staff

- Director: Jewel Lee
- Deputy Director for Administration: Rachele Román
- Deputy Director of Programs and Operations: Gary Robbins
- Administrative Services Officer/Planner: Jamiko Bell
- Senior Program Specialist: Stephen Geist
- Program Specialist II: Stacie Catlin
- Administrative Services Analyst I: Ryan Emblem

Advisory Council Officers

Chair: Barbara Mitchell

Vice Chair: Steve Mehlman

Parliamentarian: Cynthia Lemus

Board of Supervisors' Appointees

- District I: Lynda House
- District II: Sharron Lambeth
- District III: Art Salyer
- District IV: Javier Lopez
- District V: Debbie Franklin

Board of Supervisors' Appointees

Anita Johnson

Bev Greer

Donald Brock

Luella Thornton

Victoria Zivku

Vacant

Vacant

Vacant

Vacant

Committee Assignments

Executive Committee (Standing Committee)

Barbara Mitchell – Chair

Steve Mehlman – Vice Chair

Cynthia Lemus – Parliamentarian

Advisory Council Ad-Hoc Committees

Advocacy

Steve Mehlman – Chair

Donald Brock
Luella Thornton

Annual Report

Vacant – Chair

Cynthia Lemus
Debbie Franklin

Bylaws

Cynthia Lemus – Chair

Anita Johnson
Barbara Mitchell
Debbie Franklin
Lynda House

Community Connection

Cynthia Lemus – Chair
Luella Thornton- Vice Chair

Vee Maiden
Phyllis Purcell (CSL)

Healthy Living

Vacant - Chair
Barbara Mitchell – Vice Chair

Luella Thornton
Lynda House
Sharron Lambeth

Membership

Steve Mehlman – Interim
Chair

Sharron Lambeth
Victoria Zivku

Planning

Vacant – Chair

Bev Greer
Debbie Franklin
Javier Lopez
Steve Mehlman

Advisory Council Liaisons

California Senior Legislature	Donald Brock, Senior Senator
California Senior Legislature	Mark Cox, Senior Assembly Member
California Senior Legislature	Phyllis Purcell, Senior Assembly Member
California Senior Legislature	Steve Mehlman, Senior Senator
California Senior Legislature	Vacant, Senior Assembly Member
California Senior Legislature	Vacant, Senior Assembly Member
Continuity of Care	Barbara Mitchell
Disability Independence	Vacant
Foundation on Aging	Barbara Mitchell
Grandparents Raising Grandchildren	Sharron Lambeth
HICAP/Long-Term Care Ombudsman	Anita Johnson
IHSS Advisory Council	Donald Brock
Master Plan on Aging	Debbie Franklin
Older Adults System of Care	Barbara Mitchell
Transportation Services	Steve Mehlman
Triple A Council of California	Barbara Mitchell
Veterans Services	Donald Brock

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: rcaging@rivco.org. To view a hard copy of the materials, please contact Stacie Catlin at phone number: (951) 867-3800.

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 (800) 510-2020, (951) 867-3800, 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.

Riverside County Advisory Council on Aging

2020/2021 Meeting Schedule

July, 2020	Dark	AC Committees Only
August 2020	Dark	AC Committees Only Training - WebEx
September 9, 2020	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
October 14, 2020	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
Thursday November 12, 2020 (*Due to Wed holiday)	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
December 9, 2020	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
January 13, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
February 10, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
March 10, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
April 14, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
May 12, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD
June 9, 2021	10 a.m. - 12 p.m.	Via WebEx Physical Location: TBD

AGENDA ITEM 2.1.

MINUTES

OF THE DECEMBER 11, 2019, MEETING

Riverside County Advisory Council on Aging

MEMBERSHIP COMMITTEE MEETING

December 11, 2019

2:00 p.m. – 3:00 p.m.

Meeting Location:

☒ 12125 Day Street, Suite S-101, Moreno Valley CA 92557

MEMBERS

☒ Vee Maiden, Chair

☒ Amia Henderson

☐ Sharron Lambeth

☒ Victoria Zivku

MINUTES

1. FIRST ORDER OF BUSINESS – Vee Maiden, Chair

1.1. Called meeting to order.

1.2. Called roll and established a quorum.

- The following staff members were also in attendance:
Gary Robbins, Deputy Director of Programs and Operations
Stacie Catlin, Program Specialist II

2. ITEMS

2.1. ADVISORY COUNCIL MEMBERSHIP RECRUITMENT

Discussed current membership vacancies and potential vacancies related to those members whose terms will expire in June. Finalized a plan to recruit new members to fill current and future vacancies.

2.2. ADVISORY COUNCIL MEMBER REAPPOINTMENT PROCESS

Discussed and finalized a timeline for processing three-year evaluations for members whose terms will expire in June 2020.

2.3. 2020 ADVISORY COUNCIL OFFICER ELECTIONS

Discussed and finalized a timeline, process, and member eligibility for 2020 Advisory Council officer elections.

2.4. TELISMAN AWARD

Discussed restructuring the Telisman Service Award timeline and updating the award marketing material. Reviewed the Membership Committee and the Advisory Council's role in recipient recruitment and planned for 2020 award recipient recruitment.

3. CLOSING COMMENTS – None.

4. ADJOURN – Vee Maiden, Chair

Motion by:

Victoria Zivku

Seconded by:

Amia Henderson

Call for Vote

Motion unanimously approved.