

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

REGULAR MEETING

September 9, 2020

10:00 AM – 12:00 PM

Meeting Location: Via WebEx

Teleconference Access:

[Join meeting](#)

<https://rivco.webex.com/rivco/j.php?MTID=me309d4e870830e736a5e8bc63bdfc754>

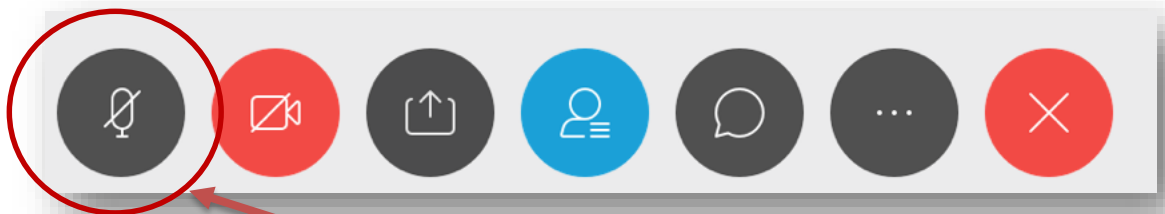
Meeting number (access code): 145 868 8612 Meeting password: gV4u4MDAxk6

Join by phone: [+1-415-655-0001](tel:+14156550001) US Toll

Join from a video system or application: Dial [1458688612](tel:1458688612)@rivco.webex.com

You can also dial [173.243.2.68](tel:173243268) and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business: Dial [1458688612](tel:1458688612).rivco@lync.webex.com



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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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OVERVIEW OF THE AGENDA

1. FIRST ORDER OF BUSINESS
1.8. Public Comment
2. ACTION ITEMS
3. AC FOCUS FOR 2020-2021
4. DEPARTMENT REPORTS
5. BRAINSTORM: Orientation Packet for New Members
6. ADVISORY COUNCIL LIAISONS
7. CALL TO ACTION!
8. CLOSING COMMENTS
9. MOTION TO ADJOURN



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MINUTES

1. FIRST ORDER OF BUSINESS – Barbara Mitchell, Chair

1.1. Called meeting to order at 10:05 a.m. – Barbara Mitchell, Chair

1.2 Reviewed WebEx Participation Guidelines

1.2.1 Reviewed ADA Guidelines

1.3 Recited Invocation – Donald Brock.

1.4 Led the Pledge of Allegiance – Steve Mehlman.

1.5 Established Quorum – Barbara Mitchell, Chair

1.6 Self-introductions. The following were in attendance:

Riverside County Advisory Council on Aging Members:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Anita Johnson | <input checked="" type="checkbox"/> Barbara Mitchell | <input checked="" type="checkbox"/> Bev Greer |
| <input type="checkbox"/> Cynthia Lemus | <input checked="" type="checkbox"/> Debbie Franklin | <input checked="" type="checkbox"/> Donald Brock |
| <input checked="" type="checkbox"/> Javier Lopez | <input checked="" type="checkbox"/> Luella Thornton | <input checked="" type="checkbox"/> Lynda House |
| <input checked="" type="checkbox"/> Sharron Lambeth | <input checked="" type="checkbox"/> Steve Mehlman | <input type="checkbox"/> Vee Maiden |
| <input type="checkbox"/> Victoria Zivku | | |

Riverside County Office on Aging Staff:

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

Riverside County Board of Supervisors Representatives:

- Opal Hellweg, Legislative

Members of the Public:

- None.

1. FIRST ORDER OF BUSINESS CONTINUED – Barbara Mitchell, Chair

1.7. Chair Reports and Reminders

1.7.1. Announced the next Advisory Council Meeting will be held:

October 14, 2020

10 AM to 12 PM

Via Web Ex & Physical Location: TBD

1.8. Public Comment

There were no requests for public comment.



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1.2 WEBEX PARTICIPATION GUIDELINES – Provided participation guidelines.

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

[Join WebEx meeting](#)

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Join from a video system or application

Dial 612007113@ucincinnati.webex.com

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Join by phone

Tap to call in from a mobile device (attendees only)

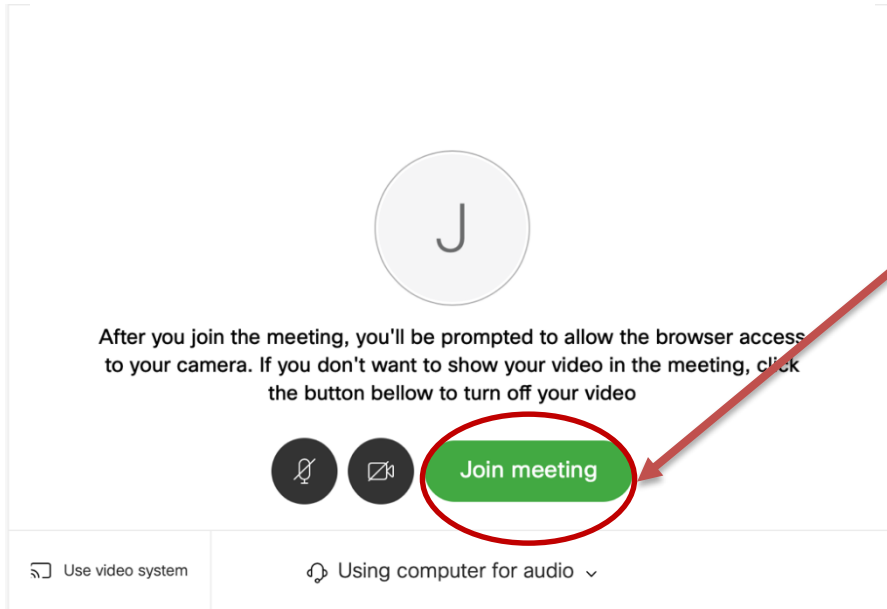
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Global call-in numbers

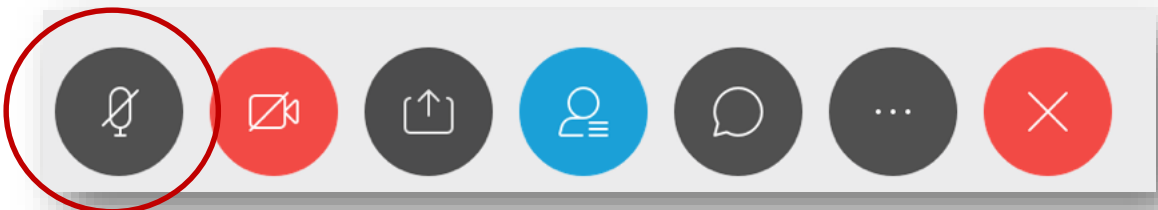
Via video conference:

Click on the link.



Join the meeting.

Mute your screen or phone until called on by the meeting moderator.



2. ACTION ITEMS



2.1. APPROVE THE MINUTES OF THE JANUARY 15, 2020 MEETING

Required abstentions: L. House, C. Lemus, V. Maiden, and D. Franklin.

Motion by: Steve Mehlman

Seconded by: Javier Lopez

Open Discussion: None.

Roll Call Vote: L. House and D. Franklin abstained. C. Lemus and V. Maiden were absent. Motion approved unanimously.



2.2. APPROVE THE MINUTES OF THE JUNE 10, 2020 MEETING

Must abstentions: L. Thornton; S. Lambeth; V. Maiden; and V. Zivku

Motion by: Debbie Franklin

Seconded by: Lynda House

Open Discussion: None.

Roll Call Vote: L. Thornton and S. Lambeth abstained. V. Maiden and V. Zivku were absent. Motion unanimously approved.



2.3. APPROVE THE MINUTES OF THE AUGUST 12, 2020 TRAINING MEETING

Must abstentions: B. Greer; C. Lemus; L. Thornton; V. Maiden; and V. Zivku

Motion by: Debbie Franklin

Seconded by: Javier Lopez

Open Discussion: None.

Roll Call Vote: B. Greer and L. Thornton abstained. C. Lemus, V. Maiden, and V. Zivku were absent. Motion unanimously approved.



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AGENDA ITEM 3. AC FOCUS FOR 2020-2021



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3. AC FOCUS FOR 2020-2021

3.1. Asked members to review the Area Plan goal highlights included in the agenda and to provide feedback to Stacie Catlin. The highlights are included in the meeting packet.



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Bylaws	Cynthia Lemus – Chair Anita Johnson Art Salyer Barbara Mitchell Lynda House	Advisory Council Goals: 1. Draft recommended bylaws changes for EXC and AC review 2. Present final bylaws changes for AC and BoS approval	1. November 11, 2020 1. December 9, 2020

KEY QUESTIONS ANSWERED:

1. Is this still a relevant committee?
2. Is this committee’s work timely (needing to be done this year)?
3. Are these the correct goals? Should there be others?
4. Is the timeline reasonable?



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Communications	Steve Mehlman – Chair	<p>Area Plan Objectives:</p> <p>2.A.1. Advocate for mature worker programs via the Riverside County Workforce Innovation and Opportunity Act board and other local networks.</p> <p>3.A.4. Educate individuals and organizations about RCOoA and available ADRC services and supports.</p> <p>3.C.4. Advocate for the needs of low-income individuals, to bridge the gap of the “hidden poor”, and those who are not eligible for Older American Act services (due to age or income) in Riverside County.</p> <p>4.A.2. Educate individuals in the community about the importance of emergency and disaster preparedness.</p>	ALL: June 30, 2024

ANSWERED KEY QUESTIONS:

1. Is this still a relevant committee?
2. Is this committee’s work timely (needing to be done this year)?
3. Which of these Area Plan goals should this committee work on? Should there be others?
4. What is a reasonable timeline for Advisory Council’s implementation?



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Membership	Vee Maiden – Chair Sharron Lambeth Victoria Zivku	Area Plan Objective: 3.A.4. Educate individuals and organizations about RCOoA and available ADRC services and supports. Advisory Council Goals: 1. Identify candidates for vacant general positions 2. Fill Board appointed vacancies 3. Identify Aging Award honoree for 2021	1. November 11, 2020 2. December 31 st 2020 3. January 13, 2021

ANSWERED KEY QUESTIONS:

1. Is this still a relevant committee?
2. Is this committee’s work timely (needing to be done this year)?
3. Which of these Area Plan goals should this committee work on? Should there be others?
4. What is a reasonable timeline for Advisory Council’s implementation?



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
<p>Community Connection</p>	<p>Cynthia Lemus – Chair Luella Thornton- Vice Chair Vee Maiden Phyllis Purcell (CSL)</p>	<p>Area Plan Objectives:</p> <p>2.A.2. Identify and provide opportunities for individuals to volunteer in the community as a way of increasing social interaction and engagement.</p> <p>2.A.3 Expand existing Coachella Valley (East County) RSVP program into West County and South County areas with additional funding.</p> <p>2.A.5. Encourage older adults to complete the Census 2020 survey.</p> <p>2.C.1. Conduct community assessments from community events and activities.</p> <p>2.C.2. Conduct nutrition assessment surveys from congregate and home delivered meal clients.</p> <p>2.C.3. Conduct surveys with specific constituencies and target communities (non-English speaking, LGBTQ, etc. and/or on specific topics (housing, transportation, caregiving, etc.).</p> <p>2.C.4. Develop and/or implement alternative, user-friendly mechanisms for information gathering including online platforms.</p> <p>2.E.3. Conduct community education presentations via online and virtual formats.</p> <p>3.A.4. Educate individuals and organizations about RCOoA and available ADRC services and supports.</p> <p>4.A.2. Educate individuals in the community about the importance of emergency and disaster preparedness.</p> <p>4.A.3. Conduct targeted outreach regarding available services to vulnerable/isolated older adults, persons with disabilities and their caregivers.</p>	<p>June 30, 2024</p>

ANSWERED KEY QUESTIONS:

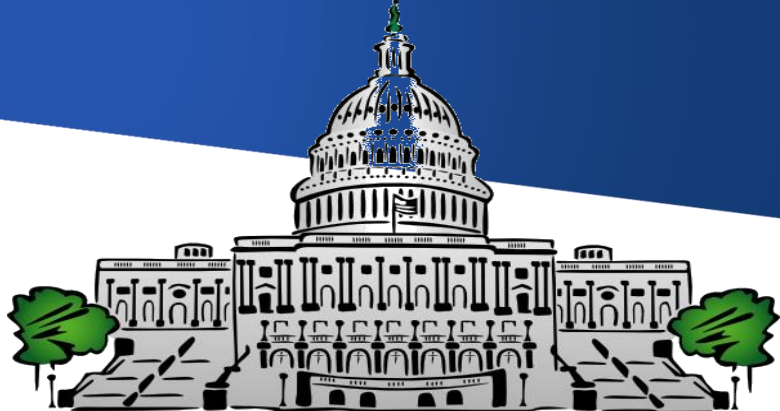
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<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Healthy Living	Vacant - Chair Barbara Mitchell – Vice Chair Luella Thornton Lynda House Sharron Lambeth	Area Plan Objectives: 2.B. Assist the community, senior centers, non-profit organizations and those who serve older adults over age 60 with modified services due to COVID-19. 2.D.1. Expand the current Fit After 50 program to all focal points. 2.D.2. Expand the Walk with Ease program to all focal points. 3.A.4. Educate individuals and organizations about RCOoA and available ADRC services and supports.	June 30, 2021 June 30, 2024 June 30, 2024 June 30, 2024

ANSWERED KEY QUESTIONS:

1. Is this still a relevant committee?
2. Is this committee’s work timely (needing to be done this year)?
3. Which of these Area Plan goals should this committee work on? Should there be others?
4. What is a reasonable timeline for Advisory Council’s implementation?



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Legislative	<p>Steve Mehlman – Chair</p> <p>Donald Brock</p> <p>Luella Thornton</p>	<p>Area Plan Objectives:</p> <p>1.B.1. Participate in existing age-friendly and disability-friendly initiatives occurring within the planning and service area.</p> <p>3.C.4. Advocate for the needs of low-income individuals, to bridge the gap of the “hidden poor”, and those who are not eligible for Older American Act services (due to age or income) in Riverside County.</p> <p>4.A.4. Participate in community collaborations that increase awareness of and address elder abuse issues including prevention, fraud and neglect.</p>	June 30, 2024

ANSWERED KEY QUESTIONS:

1. Is this still a relevant committee?
2. Is this committee’s work timely (needing to be done this year)?
3. Which of these Area Plan goals should this committee work on? Should there be others?
4. What is a reasonable timeline for Advisory Council’s implementation?



<u>Advisory Council Ad-Hoc Committees</u>	<u>Members</u>	<u>2020/2021 Committee Goals</u>	<u>Timeline</u>
Planning	Vacant – Chair Barbara Mitchell Javier Lopez Steve Mehlman	Advisory Council Goals: 1. Participate in Master Plan on Aging information sessions and webinars to keep updated on the progress. 2. Identify the areas for inclusion in Area Plan on Aging update for 2021.	1. March 2021 1. April 2021

ANSWERED KEY QUESTIONS:

1. Is this still a relevant committee?
2. Is this committee's work timely (needing to be done this year)?
3. Which of these Area Plan goals should this committee work on? Should there be others?
4. What is a reasonable timeline for Advisory Council's implementation?

4. DEPARTMENT REPORTS

4.1. **Program Update (Directors' Report):** Director and staff reported on the current Office on Aging COVID-19 response; program updates; department successes, which included information on nutrition services provided; and partnerships that supported operations. The infographics presented are included on the next few pages of these minutes.

Call Center: Provided an update on call center statistics and operations. Reported a decrease in requests for nutrition-related services and an increase in requests for other services. Explained the OoA committed to providing portable coolers, air conditioner repair or replacements, when appropriate; and utility payment assistance to help with the heat crisis.

100 Day Challenge: Reported a 20 percent rise in senior homelessness and as a result, the Office on Aging will take part in a three-department **100 Day Challenge** to end homelessness. The program will take a case management approach and will be modeled after a similar Veterans program. The program will be supported by Office on Aging funding and funding from other sources.

Technology for Caregivers Pilot: Reported the Office on Aging is working on a technology for caregivers pilot in an effort to reduce isolation for seniors. The program will provide a tablet, access to Internet services, and hands-on training and support to seniors. The program is partnering with First 5 to increase interaction between Grandparents Raising Grandchildren clients and their grandchildren.

Healthy Homes Enrollment: – Reported the Office on Aging is working to support seniors transition home from hospitals to ensure they are successful post-release.

The Advisory Council Chair and members expressed gratitude to OoA staff for the great work they accomplished during the COVID-19 pandemic.

AGENDA ITEM 4.1.
DIRECTOR'S REPORT



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COVID-19 Response



GRAB & GO

Approximately **176,583** meals per week delivered since mid-March



Approximately **18,303** meals per week delivered since mid-April
4,300 people a week



Approximately **1,857** delivered since April 2020

GREAT PLATES DELIVERED

*in partnership with the Riverside County Office on Aging and
Emergency Management Department*

PROVIDING

3 Meals / Day to **3,000** clients
7 Days / Week

Great Plates (GP) has been delivering 3 meals a day, 7 days a week since May 2020.



BENEFITS

793,824 Meals Served

971 Service Industry Jobs

Generating Business for **55** Restaurants



Through 55 participating food establishments, Great Plates has served 793,824 meals to 3,000 customers across Riverside County. Great Plates funding supports 971 restaurant employee salaries, with 51% of restaurants being minority-owned businesses.

FUNDING

\$25.7m CARES Funding

With an estimated CARES budget of \$25.7 million, the program will run through September 30, 2020.



PARTNER CITIES

22 Restaurants

450 Customers

The cities of Perris, Moreno Valley, and Rancho Mirage are directly operating their own Great Plates programs to serve 450 customers through 22 restaurants.



COVID-19 Response

ADRC CALL CENTER DATA

	Jun29-Jul5	Jul 6-12	Jul 13-19	Jul 20-26	Jul27-Aug2	Aug 3-9	Aug 10-16	Aug 17-23	Aug 24-30
INCOMING CALLS (Offered)	908	1096	993	904	795	843	884	1013	871
TOTAL CLIENTS (Unduplicated)	482	688	564	449	417	538	564	486	499
Average Daily Clients (5 days)	96	138	113	90	83	108	113	97	100
NEW CLIENTS	242	387	318	234	216	309	285	290	279
% New Clients	50%	56%	56%	52%	52%	57%	55%	60%	56%
Meals	65% 293	63% 390	59% 330	64% 292	64% 267	60% 331	47% 265	47% 218	48% 210
In-Home Care	37	58	56	33	34	45	62	41	37
Transportation	26	31	32	20	20	27	36	27	16
Financial Assistance	14	24	13	16	16	26	31	42	32
Home Repair	6	21	19	11	10	15	16	23	14
Housing Options	12	20	24	22	12	24	28	24	31
Utility & Rent Payment	13	14	18	9	20	21	24	23	33
HICAP & Benefits	9	14	9	9	6	8	9	6	7
OOA Case Management	11	11	13	8	9	6	21	14	9
Legal Services	0	10	9	8	6	12	13	11	12
General Health, Eye, Dental	3	7	3	5	2	4	6	3	5
Adult Protective Services	8	6	17	9	2	6	11	10	11
Disability Services & DME	2	5	5	4	4	9	9	5	7
Veteran Assistance	1	2	1	1	0	1	3	1	2
Emergency Housing	7	2	2	1	1	4	2	4	0
Education (Various Topics)	1	2	1	0	1	0	4	0	0
Other	1	2	3	1	0	2	2	3	3
Behavioral Health	1	1	1	1	0	1	5	3	1
Weatherization Program	1	1	3	0	2	1	3	0	2
Adult Center & Social Programs	0	0	1	1	2	1	1	3	0
Caregiver Support (+GRG)	2	0	1	2	1	2	5	4	2
Employment	2	0	1	1	0	4	2	1	5
Total SERVICES Requested	450	621	562	454	415	550	558	466	439

AGENDA ITEM 4.2.


OVERVIEW OF THE DRAFT GOALS FOR THE 2020-2024 AREA PLAN ON AGING



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

4. DEPARTMENT REPORTS CONTINUED

4.2. **2020-2024 Area Plan Development and Process:** Provided overview on the goal development process for the 2020-2024 Area Plan on Aging and due date of July 15, 2020.



Area Plan on Aging: The Path Ahead 2020-2024

Goals & Objectives




To view the full Area Plan Development Process:

[https://www.rcaging.org/Portals/0/PDF/Resources/Area%20Plan/2020 PH Presentation 2.2020.pdf](https://www.rcaging.org/Portals/0/PDF/Resources/Area%20Plan/2020_PH_Presentation_2.2020.pdf)

1. SUPPORTING THE DEVELOPMENT OF AGE-FRIENDLY COMMUNITIES

Goal: Participate in discussions, coalitions, collaborations, and initiatives that focus on developing *age-friendly, disability-friendly communities* that support older adults and persons with disabilities, allowing them to remain in the homes and communities of their choice.








Objective A: Assist with providing safe and affordable housing solutions to keep older adults and persons with disabilities in the homes and communities of their choice. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Provide emergency assistance in the form of housing, rental, utility, transportation, home repairs and modifications, falls prevention, and mobility management assistance.	2020-2024		
2. Through a partnership with the Riverside University Health System – Behavioral Health, Department of Public Social Services - Adult Services Division, and the Riverside County Housing Authority, provide stabilization and wrap around supportive services for older adults who are homeless or have unstable housing.	2020-2024	C	


Objective B: Participate in existing age-friendly and disability-friendly initiatives occurring within the planning and service area.	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Identify ongoing initiatives in the PSA and initiate participation.	2020-2021		

2. DEVELOPING ENGAGING PROGRAMS AND ENVIRONMENTS FOR OLDER ADULTS

Goal: Support and assist in the expansion of *engaging programs and environments* for older adults through:

- *Enhanced education regarding promising practices*
- *Increased sharing of information and resources to promote/expand age-friendly environments*
- *User-friendly mechanisms for feedback and recommendations*
- *Providing opportunities for employment and volunteering*

Objective A: Provide opportunities for individuals to engage in social and civic engagement, employment and volunteerism. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Advocate for mature worker programs via the Riverside County Workforce Innovation and Opportunity Act board and other local networks.	2020-2024		
2. Identify and provide opportunities for individuals to volunteer in the community as a way of increasing social interaction and engagement.	2020-2024		
3. Expand existing Coachella Valley (East County) RSVP program into West County and South County areas with additional funding.	2020-2024		
4. Develop a volunteer (peer-support) friendly caller program to reduce isolation.	2020-2022	PD	
5. Encourage older adults to complete the Census 2020 survey.	2020-2021		
Objective B: Assist the community, senior centers, non-profit organizations and those who serve older adults over age 60 with modified services due to COVID-19. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Seek out and assist with the development of specific programs/projects designed to increase technology access and usage, including the provision of technical support to decrease loneliness and isolation among older adults.	2020-2022		
Objective C: Conduct community assessments to obtain critical information from the community and key constituencies. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Conduct community assessments from community events and activities.	2020-2024		
2. Conduct nutrition assessment surveys from congregate and home delivered meal clients.	2020-2024		
3. Conduct surveys with specific constituencies and target communities (non-English speaking, LGBTQ, etc. and/or on specific topics (housing, transportation, caregiving, etc.).	2020-2024		
4. Develop and/or implement alternative, user-friendly mechanisms for information gathering including online platforms.	2020-2024		

Objective D. Provide information, education, and programming that encourage individuals to remain active, social, and engage in activities that promote healthy aging. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Expand the current Fit After 50 program to all focal points.	2020-2024		
2. Expand the Walk with Ease program to all focal points.	2020-2024		
3. Develop new IIID exercise program for community settings.	2020-2024		
4. Develop alternative exercise and fitness programs for online and virtual platforms.	2020-2022		
Objective E. Conduct outreach and provide educational presentations on available programs and services. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Conduct outreach in all areas of the PSA via the Info Van.	2020-2024		
2. Provide nutrition education to low-income older adults in local community and senior centers via the SNAP Ed program.	2020-2024		
3. Conduct community education presentations via online and virtual formats.	2020-2024		
4. Partner with community based organizations to explore and implement alternative outreach methodologies that do not require face-to-face contact.	2020-2024		

3. INCREASED ACCESS TO SUPPORTIVE SERVICES

Goal: Increase access to local resources through integrated partnerships and the promotion of “No Wrong Door” service provision.

Objective A: Improve access to community-based services and supports. [Refer to CCR Article 3, Section 7300 (c)]	Projected Start and End Dates	Title IIIB Funded PD or C ⁴	Update Status ⁵
1. Coordinate with county departments and local health care providers to implement a system of person-centered care that eliminates duplication, improves services, and resolves client problems related to service delivery, in order to address the specific needs of frail elderly clients. Specific initiatives include the Holistic Assessment, Resources, and Transitions for Seniors (HARTS) and Health Homes programs.	2020-2024	C	
2. Participate in discussions, coalitions, and collaborations that seek to develop a modern, age-friendly infrastructure that supports older adults and allows them to remain in their homes and communities.	2020-2024		AC
3. Through the efforts of the ADRC, coordinate with community partners to provide information to individuals related to the kinds of services and supports available within the local community with special emphasis on rural and isolated areas.	2020-2024	C	
4. Educate individuals and organizations about RCOoA and available ADRC services and supports.	2020-2024		AC






Objective B: Explore funding opportunities to enhance and expand existing services and to facilitate new services. [Refer to CCR Article 3, Section 7300 (c)]	Projected Start and End Dates	Title IIIB Funded PD or C ⁴	Update Status ⁵
1. Research and apply for additional funding for aging services programs to increase coordinated care services and supports.	2020-2024		

Objective C: Develop new policies, procedures, programs, and initiatives that improve access to community-based services for targeted populations. [Refer to CCR Article 3, Section 7300 (c)]	Projected Start and End Dates	Title IIIB Funded PD or C ⁴	Update Status ⁵
1. Through a partnership with the Riverside County Department of Public Social Services Adult Services Division, provide needs assessment to those receiving emergency COVID services via the new COVID CARES program.	2020-2022	C	
2. Purchase and distribute supportive technology solutions to enhance access of older adults and disabled persons to services and supports including, telehealth, support groups, connection with friends and family, and other web-based support services.	2020-2022		
3. Facilitate the ongoing involvement of the LGBTQ community in the valuation, development, and expansion of aging services.	2020-2024		

4. Advocate for the needs of low-income individuals, to bridge the gap of the “hidden poor”, and those who are not eligible for Older American Act services (due to age or income) in Riverside County.	2020-2024		
5. Provide service linkages and financial assistance to older adults, persons with disabilities and their caregivers.	2020-2024		

4. **EDUCATE, REPORT, AND REDUCE ELDER ABUSE & NEGLECT**

Goal: Increase collaborations and training initiatives with local protection and emergency response entities to *educate, report, and reduce the abuse and neglect* of vulnerable adults.

Objective A: Provide individuals with the information and resources available to assist with economic security, self-sufficiency, and safety. <i>[Refer to CCR Article 3, Section 7300 (c)]</i>	Projected Start and End Dates	Title IIIB Funded PD or C⁴	Update Status⁵
1. Provide ongoing sensitivity training for staff, caregivers and providers through the use of virtual reality technology.	2020-2024		
2. Educate individuals in the community about the importance of emergency and disaster preparedness.	2020-2024		
3. Conduct targeted outreach regarding available services to vulnerable/isolated older adults, persons with disabilities and their caregivers.	2020-2024		
4. Participate in community collaborations that increase awareness of and address elder abuse issues including prevention, fraud and neglect.	2020-2024		
5. Educate individuals about the many forms of elder abuse.	2020-2024		
6. Provide individuals with the information and tools to protect against economic fraud.	2020-2024		
7. Conduct targeted outreach regarding available services to vulnerable/isolated older adults, persons with disabilities and their caregivers.	2020-2024		

5. BRAINSTORM – Orientation Packet for New Members

5.1 Discussed items for inclusion in an orientation packet designed for new members.



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

6. ADVISORY COUNCIL LIAISONS

6.1. REPORTS

Reviewed written report form expectations and provided a copy of the Committee/Liaison Report form. Directed members to use the form moving forward and to submit it 10 days in advance of each upcoming meeting.

Brief report out any information or COVID-19 related activities from each group:

6.1.1 Grandparents Raising Grandchildren – Sharron Lambeth

Reported there are currently 20 families, which include 40 children, in the program, who will be included in this year's GRG holiday program. This year's program was made possible because of donations by community partners. GRG will be soliciting more individual donations this year and welcomes all donations from all sources.

Lynda House volunteered to help with the holiday program.

Advised GRG is looking at the possibility of securing tutors for grandchildren.

6.1.2. California Senior Legislature – No report.

6.1.3. Transportation Services – No report.

6.1.4. Continuity of Care – No report.

6.1.5. Foundation on Aging – No report.

6.1.6. IHSS Advisory Council – No report.

6.1.7. Older Adults System of Care – No report.

6.1.8. Veterans Services – No report.

6.1.9. Triple-A Council of California (TACC) – No report.

6.2. DISCUSS POTENTIAL CHANGES TO ADVISORY COUNCIL LIAISONS.

Discussed which liaison roles should be maintained, added, and which Advisory Council members should be responsible, including the following:

6.2.1. Identify liaison(s) for the **Disability Independence Group** – No member volunteered or was selected at this meeting.

6.2.2. Identify liaison(s) for the **Master Plan on Aging** – Debbie Franklin volunteered.



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

Riverside County Advisory Council on Aging

COMMITTEE/LIAISON REPORT

Committee Report

Click here to enter a date.

Time:

Committee Meeting Location: Choose an item.

Dial-in Number:

Access Number:

Password:

Liaison Report

Report Deadline Submission: *Ten days before the regular meeting.*

Committee Name or Organization: Choose an item.

Name: Choose an item.

Title: Choose an item.

Date of Report: Click here to enter a date.

Meeting/Event:

Last Meeting Date: Click here to enter a date.

Main Points:

-
-
-

Next Meeting/Event Date: Click here to enter a date.

Start Time:

Location:

Other information:

Upcoming Meetings/Events:

Meeting/Event:

Start Time:

Location:

Other information:

Meeting/Event:

Start Time:

Location:

Other information:

Other Relevant Information:

Handouts:

Choose an item.

Action Items from Meeting/Event or Requests for Advisory Council Action:

- 1.
 - 2.
 - 3.
-

OTHER ITEMS

7. CALL TO ACTION!

Reviewed the progress of the work proposed for the summer months:

7.1. Monitor the Master Plan on Aging development process.
No work was completed during the summer months.

7.2. Convene Ad-Hoc committees to:

7.2.1 Develop 1-2 objectives per each goal for inclusion in the 2020-2024 Area Plan on Aging.

- Members did not meet to discuss this over the summer.

7.2.2. Draft Advisory Council annual report.

Members did not meet to discuss this over the summer.

Members were asked to send their 2019-2020 volunteer hours to the Advisory Council Chair.

8. ADDITIONAL ACTION ITEMS

There were no additional action items that arose from the meeting.

9. CLOSING COMMENTS –

The Advisory Council thanked Office on Aging staff for their hard work and dedication in response to COVID-19 and with putting together Advisory Council meetings.

10. MOTION TO ADJOURN – Barbara Mitchell, Chair

Motion by: Debbie Franklin

Seconded by: Steve Mehlman

Open Discussion: Roll Call Vote: Motion unanimously approved.



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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
- Planner/Administrative Services Officer: 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: Vacant
- District II: Sharron Lambeth
- District III: Vacant
- District IV: Javier Lopez
- District V: Debbie Franklin

Board of Supervisors' Appointees

Anita Johnson

Bev Greer

Donald Brock

Luella Thornton

Lynda House

Vee Maiden

Victoria Zivku

Vacant

Vacant

Committee Assignments

Executive Committee (Standing Committee)

Barbara Mitchell – Chair

Steve Mehlman – Vice Chair

Cynthia Lemus – Parliamentarian

Advisory Council Ad-Hoc Committees

Bylaws

Cynthia Lemus – Chair

Anita Johnson
Barbara Mitchell
Lynda House

Communications

Steve Mehlman – Chair

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

Legislative

Steve Mehlman – Chair

Donald Brock
Luella Thornton

Membership

Vee Maiden – Chair

Sharron Lambeth
Victoria Zivku

Planning

Vacant – Chair

Barbara Mitchell
Bev Greer
Javier Lopez
Steve Mehlman

Advisory Council Annual Report Committee

TBD

Cynthia Lemus
Debbie Franklin

Advisory Council Liaisons

California Senior Legislature	Donald Brock, Senior Senator
California Senior Legislature	Mark Cox, Senior Assemblymember
California Senior Legislature	Phyllis Purcell, Senior Assemblymember
California Senior Legislature	Steve Mehlman, Senior Senator
California Senior Legislature	Vacant, Senior Assemblymember
California Senior Legislature	Vacant, Senior Assemblymember
Continuity of Care	Barbara Mitchell
Foundation on Aging	Barbara Mitchell
Grandparents Raising Grandchildren	Sharron Lambeth
HICAP/Ombudsman	Anita Johnson
IHSS Advisory Council	Barbara Mitchell
Older Adults System of Care	Barbara Mitchell
Transportation Services	Steve Mehlman
Triple A Council of California	Barbara Mitchell
Veterans Services	Vee Maiden

Advisory Council on Aging Meeting Guidelines

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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
<i>Thursday</i> 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 JANUARY 15, 2020
MEETING**

Riverside County Advisory Council on Aging

REGULAR MEETING

January 15, 2020

10:00 a.m. – 2:00 p.m.

Meeting Location:

44-199 Monroe Street, Room 402, Indio CA 9220144-199 Monroe Street, Room 402, Indio CA 92201

Teleconference Conference Access and Locations:

Teleconference Phone Number: (877) 939-9658

Teleconference Access Code: 8380923

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.

MINUTES

1. FIRST ORDER OF BUSINESS – Art Salyer, Chair

1. Called meeting to order.
2. Reviewed ADA guidelines.
3. Invocation provided by Luella Thornton.
4. Pledge of Allegiance led by Steve Mehlman.
5. Beverly Greer, Vice Chair, established a quorum in Parliamentarian Cynthia Lemus' absence. The following Advisory Council members were in attendance:

<input checked="" type="checkbox"/> Anita Johnson	<input type="checkbox"/> Amia Henderson	<input checked="" type="checkbox"/> Art Salyer	<input checked="" type="checkbox"/> Barbara Mitchell
<input checked="" type="checkbox"/> Bev Greer	<input type="checkbox"/> Cynthia Lemus	<input checked="" type="checkbox"/> Donald Brock	<input checked="" type="checkbox"/> Javier Lopez
<input checked="" type="checkbox"/> Luella Thornton	<input type="checkbox"/> Lynda House	<input checked="" type="checkbox"/> Sharon Lambeth	<input checked="" type="checkbox"/> Steve Mehlman
<input type="checkbox"/> Vee Maiden	<input checked="" type="checkbox"/> Victoria Zivku	<input checked="" type="checkbox"/> William "Bill" Timmons	

*Anita Johnson exited the meeting at or around 11:00 a.m.

*Luella Thornton exited the meeting at or around 12:38 p.m.

6. Introductions and Comments

1. Jewel Lee, Director
2. Gary Robbins, Deputy Director of Programs and Operations
3. Jamiko Bell, Supervising Program Specialist
4. Stephen Geist, Senior Program Specialist
5. Stacie Catlin, Program Specialist II
6. Ryan Emblem Executive Assistant

The following members of the public were in attendance:

- Bud Thornton, guest of Advisory Council Member Luella Thornton
- Doris Morgan-Hayes, Advisory Council Honoree
- Dwight Solis, guest of Advisory Council Member Donald Brock
- Ed Walsh, Retired Riverside County Office on Aging Director
- Eileen Packer, former Riverside County Advisory Council on Aging Member
- *L. Graham, member of the public
- Mark Cox, Senior Assemblymember, California Senior Legislature (CSL)
- Michele Haddock, Retired Riverside County Office on Aging Director
- Stephanie Virgen, Board Assistant, Fourth District

*Attended via teleconference

1.7. Chair Reports and Reminders

Art Salyer reported the Executive Committee is in the process of fine tuning the regular meeting agenda in order to make meetings more productive. Encouraged member feedback regarding future agenda topics.

Announced the February 12, 2020, Advisory Council meeting conflicts with the County holiday commemorating President Lincoln's birthday, and item 3.2 on the agenda would address rescheduling the meeting.

Welcomed William "Bill" Timmons, First District Appointee, to the Advisory Council. Mr. Timmons summarized his history of working with seniors and persons with disabilities.

Presented an Advisory Council Member Service Award to Doris Morgan-Hayes for 27 years of dedicated and faithful service to the Riverside County Advisory Council on Aging, the Riverside County Office on Aging, and Riverside County seniors and persons with disabilities, especially City of Blythe residents.

Representing Fourth District Supervisor V. Manual Perez, Legislative Assistant Stephanie Virgen recognized and thanked Mrs. Morgan-Hayes for her contributions to seniors and persons with disabilities within the district and to the community at large.

Retired Riverside County Office on Aging Director, Ed Walsh, acknowledged and thanked Mrs. Morgan-Hayes for her sacrifice and tireless advocacy over the years to the Advisory Council, the Riverside County Office on Aging, and the City of Blythe senior community.

Announced the new mileage reimbursement rate for 2020 is \$0.575 and asked members to update their invoice sheets to reflect the new rate.

Announced members may have already received a notice for filing 2019 Statement of Economic Interest forms (Form 700s), but if not, they should receive a notice soon. The official deadline for filing is April 01, 2020; however, members were encouraged to file before the next Advisory Council meeting, if possible.

Reported there are still two current vacancies for California Senior Legislature (CSL) Senior Assemblymembers to represent Riverside County. Also reported John Pointer, CSL Chair, will present information about CSL at the February Advisory Council on Aging meeting. Advised hard copies of the CSL application were available on the sign-in table for members take with them.

1.8. There were no requests for public comments.

2. OFFICE ON AGING DEPARTMENT REPORT

1. Jewel Lee reported quarterly call center trends and advised the 2019 goal of an 87% calls-answered rate had been achieved and sustained. Advised the new goal set for the call center is a calls-answered rate of 93% for 2020. A copy of the report is included in the meeting packet.

Members requested future reports include information to help identify callers' main issues, and implications drawn from the data.

3. ITEMS

1. APPROVE THE MINUTES OF THE DECEMBER 11, 2019, MEETING

Motion by: Steve Mehlman Seconded by: Luella Thornton
Open Discussion: Victoria Zivku requested the December minutes be amended to reflect a request to include the Advisory Council's mission statement on the regular meeting agenda was discussed in Item 3.2 – Discussion of Advisory Council Improvements.
Call for Vote: Amended motion unanimously approved.
Javier Lopez and Sharron Lambeth
abstained.

3.2. DISCUSS AND APPROVE REVISED ADVISORY COUNCIL SCHEDULE FOR FEBRUARY AND APRIL 2020

Motion by: Barbara Mitchell Seconded by: Javier Lopez
Open Discussion: Art Salyer proposed the February 12th meeting be rescheduled to February 5th or 19th, and that a different venue be secured for the April 8th meeting.

Members decided the February Advisory Council Meeting will be held:

February 19, 2020

10:00 a.m. to 2:00 p.m.

Riverside County IHSS/Public Authority

office 12125 Day Street, Suite S-101

Moreno Valley, CA 92557

Members also decided Office on Aging staff would work to locate a suitable location in the desert for the April Advisory Council meeting and report back to the Advisory Council in February.

Call for Vote: Motion unanimously approved.

3. DISCUSS ADVISORY COUNCIL WORK PLAN

1. Members reviewed a proposed Advisory Council work plan for the remainder of 19/20. A copy of the proposal is included in the meeting packet.
2. Barbara Mitchell requested an additional month to review the proposed work plan. Art Salyer agreed to allow more time for those who needed it, but called for a commitment from members who were ready at that moment. The proposal will be updated to include preliminary commitments and commitments received via email the following week and will be presented at the February Advisory Council meeting.
3. Barbara Mitchell reported the following:
 - Good Hope Community Center in Perris has a very active community and advisory board.
 - Morongo Senior Center – RSB Indian Health recently hosted a number of parties and is doing well.
 - Moreno Valley Senior Center and Eddie Dee Smith Senior Center have very active centers.
 - Norton Younglove Community Center clients are primarily Spanish-speaking and the center is well-attended.

Sharron Lambeth reported having a number of \$25 Stater Brothers grocery store gift cards for Eddie Dee Smith Senior Center, which she plans to deliver soon.

Art Salyer requested Senior Center Ambassadors bring to the next meeting at least one report from a senior center visit.

4. REPORTS FROM ADVISORY COUNCIL LIAISONS

Art Salyer encouraged members, who are not liaisons, to consider becoming liaisons to create a more equitable distribution of member responsibilities; and to promote better communication with senior centers and the community.

1. Grandparents Raising Grandchildren (GRG) – Sharron Lambeth reported the following:

There was a very successful conclusion to the holiday gift program, which resulted in 38 children receiving gifts, including \$50 Target store gift cards for children over age 12. Traci Cornelius, Office on Aging Social Services Supervisor, provided positive feedback to GRG regarding a recipient whose grandchildren's only gifts of the holiday season were made possible by GRG.

The Chair requested a standing item be placed on the annual September meeting agenda for early GRG fundraising planning.

2. California Senior Legislature – Donald Brock/Steve Mehlman

Steve Mehlman reported Riverside County CSL Senior Assemblymember Mark Cox was elected to the Joint Rules Committee, and then yielded the floor to Mr. Cox, who reported the following:

- During the last legislative session in October, 9 out of 10 top CSL proposals were adopted.
- CSL's recent funding issues have been resolved.
- Those interested, should consider signing up for the Friends of CSL email distribution list.
- Senior Rally Day in February will include Master Plan on Aging (MPA) panels.
- CSL will make a video at Senior Rally Day and provide a copy to the Advisory Council.
- A substantial draft of the MPA is expected by June 2020, while the final draft is expected in October 2020.
- Identifying and recruiting candidates for the two Riverside area CSL vacancies is critically important. A copy of the CSL application may be found on the CSL and Office on Aging websites.
- CSL will be readily available to support Advisory Council Senior Center Ambassadors by presenting CSL information and providing resource materials to senior centers, on request.

Steve Mehlman reported an Inland Empire caucus, comprised of legislators and committee members in Riverside and San Bernardino counties, was created.

3. Transportation Services – Cynthia Lemus/Steve Mehlman:

Steve Mehlman suggested the Office on Aging reach out to Riverside County Transportation Commission for transportation-related items in the Area Plan.

4. Continuity of Care – Barbara Mitchell: No report.

5. Foundation on Aging – Barbara Mitchell reported the following:

The five Riverside County Supervisorial Districts contributed a combined total of \$18,000 in Riverside County Community Improvement Designation Fund Grants (CID) and the Foundation on Aging contributed an additional \$1,000, to purchase and distribute 1,421 holiday grocery store gift cards to participants at over 30 senior centers throughout Riverside County.

Also during the holiday season, the Foundation on Aging provided utility payment assistance to 12 seniors whose utility services were disrupted or were in danger of being disrupted.

6. IHSS Advisory Council – Barbara Mitchell reported the following:

IHSS electronic timesheets for care providers will be fully implemented by the end of March 2020, with large-scale trainings and education centered around the rollout. Electronic timesheets have already resulted in decreased errors and violations.

7. Older Adults System of Care – Barbara Mitchell: No relevant information to report.

8. Veterans Services – Vee Maiden: No report.

9. Triple-A Council of California (TACC) – Art Salyer reported the following:

Art Salyer will represent the Riverside County Advisory Council on Aging at the upcoming TACC meeting in February and report back to the Advisory Council at the March meeting.

3.5. PRESENTATION BY OFFICE ON AGING STAFF ON THE 2020-2024 AREA PLAN ON AGING

Dr. Jamiko Bell presented the results of data collection and focus group efforts for the 2020-2024 Area Plan on Aging. A copy of the presentation is included in the meeting packet.

Bill Timmons recommended the next Area Plan include data collection related to seniors and persons with disabilities who have pets. Dr. Bell noted Mr. Timmons' suggestion and encouraged other members to contact her should they have any additional recommendations for the next Area Plan.

4. UPCOMING EVENTS

1. The Pass Area Veterans Expo will honor all branches of the military on Saturday, January 25th. A flyer is included in the meeting packet.
2. The 2020 Homeless Point-in-Time Count will be held on Wednesday, January 29, 2020. A flyer is included in the meeting packet.
3. RSVP Volunteer Recognition will be held January 30, 2020 in Indio. A flyer is included in the meeting packet.
4. Public Hearing for the 2020-2024 Area Plan on Aging will be held on February 12, 2020 in Riverside. Location is to be determined.
5. C4A Capitol Day will be held in February 2020. More information will be provided as the date approaches.

5. CLOSING COMMENTS – All

Javier Lopez reported he will attend a ribbon cutting ceremony on January 30th, and will not be able to attend RSVP event.

Stephen Geist requested Senior Center Ambassadors engage with senior center visitors in an effort to determine how to plan programs and services to meet their needs.

Art Salyer asked members to send feedback regarding the current Advisory Council agenda and meeting to Stacie Catlin for forwarding to the Executive Committee. The Executive Committee will take all feedback into consideration for future meeting planning purposes.

Art Salyer reminded members there is still one Advisory Council membership vacancy, which leaves the City of Blythe and surrounding areas underrepresented.

6. MOTION TO ADJOURN – Art Salyer, Chair

Motion by:	Donald Brock	Seconded by:	Javier Lopez
Call for Vote	Motion unanimously approved.		

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:** Rachelle Román
- **Deputy Director of Programs and Operations:** Gary Robbins
- **Planner/Supervising Program Specialist:** Jamiko Bell
- **Senior Program Specialist:** Stephen Geist
- **Program Specialist II:** Stacie Catlin
- **Executive Assistant:** Ryan Emblem

Advisory Council Officers

Chair: Arthur W. Salyer

Vice Chair: Bev Greer

Parliamentarian: Cynthia Lemus

Board of Supervisors Appointees

District I: William "Bill" Timmons

District IV: Javier Lopez

District II: Sharron Lambeth

District V: Vacant

District III: Arthur W. Salyer

Advisory Council Members

Amia Henderson

Anita Johnson

Barbara Mitchell

Donald Brock

Luella Thornton

Lynda House

Steve Mehlman

Vee Maiden

Victoria Zivku

Vacant

Committee Assignments

Executive Committee (Standing Committee)

Arthur W. Salyer – Chair

Bev Greer – Vice Chair

Cynthia Lemus – Parliamentarian

Advisory Council Ad-Hoc Committees

Bylaws

Cynthia Lemus – Chair

Anita Johnson
Art Salyer
Barbara Mitchell
Lynda House

Communications

Steve Mehlman – Chair

Community Connection

Cynthia Lemus – Chair
Luella Thornton- Vice Chair

Vee Maiden
Phyllis Purcell (CSL)

Healthy Living

Vacant - Chair
Barbara Mitchell – Vice Chair

Amia Henderson
Luella Thornton
Lynda House
Sharron Lambeth

Legislative

Steve Mehlman – Chair

Donald Brock
Luella Thornton

Membership

Vee Maiden – Chair

Amia Henderson
Sharron Lambeth
Victoria Zivku

Planning

Vacant – Chair

Art Salyer
Barbara Mitchell
Bev Greer
Javier Lopez
Steve Mehlman

Advisory Council Liaisons

California Senior Legislature	Donald Brock, Senior Senator
California Senior Legislature	Mark Cox, Senior Assemblymember
California Senior Legislature	Phyllis Purcell, Senior Assemblymember
California Senior Legislature	Steve Mehlman, Senior Senator
California Senior Legislature	<i>Vacant</i> , Senior Assemblymember
California Senior Legislature	<i>Vacant</i> , Senior Assemblymember
Continuity of Care	Barbara Mitchell
Foundation on Aging	Barbara Mitchell
Grandparents Raising Grandchildren	Sharron Lambeth
IHSS Advisory Council	Barbara Mitchell
Older Adults System of Care	Barbara Mitchell
Transportation Services	Cynthia Lemus
Transportation Services	Steve Mehlman
Triple A Council of California	Art Salyer
Veterans Services	Vee Maiden

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AGENDA ITEM 2.2.

MINUTES

**OF THE JUNE 10, 2020
MEETING**

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

REGULAR MEETING

June 10, 2020

10:00 AM – 12:00 PM

MINUTES

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.⁵¹

1. FIRST ORDER OF BUSINESS – Art Salyer, Chair

1.1. Called meeting to order at 10:15 a.m.

1.2 Provided WebEx participation guidelines.

1.2.1 Provided ADA Guidelines.

1.3 Invocation – Donald Brock

1.4 Pledge of Allegiance – Bev Greer

1.5 Established quorum – Cynthia Lemus, Parliamentarian

1.6 Self-introductions. The following were in attendance:

Riverside County Advisory Council on Aging Members:

Anita Johnson

Art Salyer

Barbara Mitchell

Bev Greer

Cynthia Lemus

Debbie Franklin

Donald Brock

Javier Lopez

Luella Thornton

Lynda House

Sharron Lambeth

Steve Mehlman

Vee Maiden

Victoria Zivku

Riverside County Office on Aging Staff:

Jewel Lee, Director

Jamiko Bell, Administrative Services Officer

Stacie Catlin, Program Specialist II

Ryan Emblem, Administrative Services Analyst I

Riverside County Board of Supervisors Staff:

Stephanie Virgen, Fourth District Legislative Assistant
(Joined call after introductions)

Riverside County Board of Supervisors Staff:

Cassidy Acosta

Wanda Ford (Joined call after introductions)

MINUTES

1.7. Chair Reports and Reminders

1.7.1. Next Advisory Council Meeting will be held:

September 9, 2020

10 AM to 12 PM

Via Web Ex & Physical Location: TBD

1.8. Public Comment

There were no public comments.

1.2 Provided an overview of WebEx meeting participation guidelines.

2. ACTION ITEMS



2.1. APPROVE THE MINUTES OF THE JANUARY 15, 2020 MEETING

Must abstain: A. Henderson, L. House, C. Lemus, V. Maiden, D. Franklin.

Motion by:

Seconded by:

Open Discussion:

Roll Call Vote: No quorum. Motioned tabled until the next regular meeting.



2.2. APPROVE THE MINUTES OF THE FEBRUARY 19, 2020 MEETING

Must abstain: A. Henderson, A. Johnson, B. Mitchell, and L. Thornton.

Motion by: Cynthia Lemus

Seconded by: Debbie Franklin

Open Discussion: No discussion.

Roll Call Vote: Members were polled via roll call for responses.

A. Henderson and L. Thornton were not in attendance.

A. Johnson and B. Mitchell abstained.

Motion unanimously approved.



2.3. APPROVE ADVISORY COUNCIL MEMBER RE-APPOINTMENTS FOR CYNTHIA LEMUS AND STEVE MEHLMAN

Must abstain: None

Motion by: Javier Lopez

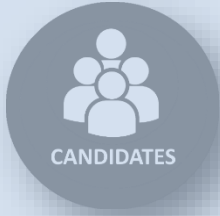
Seconded by: Lynda House.

Open Discussion: No discussion.

Roll Call Vote: Members were polled via roll call for responses.

Motion unanimously approved.

3. OFFICER ELECTIONS for 2020-2021



Candidates presented their platforms for their perspective offices, addressing the following questions:

1. Why are you interested in the position(s) you have been nominated for?
2. What is your vision for the Advisory Council next year?
3. How will you promote the work of the Advisory Council?

3.1. NOMINATIONS FOR CHAIR

- Don Brock
- Cynthia Lemus
- Barbara Mitchell

3.2. NOMINATIONS FOR VICE-CHAIR

- Lynda House
- Steve Mehlman
- Barbara Mitchell

3.3. NOMINATIONS FOR PARLIAMENTARIAN

- Lynda House
- Cynthia Lemus

BALLOT PROCESS:

Announced voting was scheduled to take place via an online anonymous survey to ensure ballots remained secret. Advised election results will be announced to Advisory Council members via email after the poll closes.

4. DEPARTMENT REPORTS

4.1. **Program Update (Directors' Report):** Director and Staff reported on current Office on Aging COVID-19 response; program updates; department successes and concerns from the last meeting; and key actions for this meeting:

- Reported the average number of calls for assistance quadrupled due to the COVID pandemic.
- Provided an overview of the Office on Aging's response to nutrition needs during COVID, which included:
 - Partnering with Riverside County Adult Protective Services, Riverside County In-Home Support Services, and Community Connect (2-1-1) to triage requests for assistance
 - Converting congregate meal sites to Grab & Go sites
 - Expanding the Home-Delivered Meals program
 - Partnering with Habitat for Humanity and The Salvation Army to deliver pantry boxes
 - Delivering in excess of 6,000 pantry boxes, well above the goal of 600
 - The pantry box program is winding down
 - Instituting a Patch Meals program for those with immediate needs
 - Developing a restaurant meals program, which later merged into the Great Plates Delivered Program
 - Will transition pantry box clients to the Great Plates Program
 - 600 applications currently approved, pending a restaurant match
 - 400 applications pending review
 - Provided a link to a Great Plates Delivered Program video:

Watch "COVID-19 Daily Update 060220" on Vimeo: <https://vimeo.com/425315495?ref=em-share>

4.2. Updates from Senior Centers

- Provided an overview of an informal survey of Senior Center leaders to determine what programs are being offered during the stay-at-home orders and what plans were in place for reopening. See slides 11-13.

4.3. **2020-2024 Area Plan Development and Process:** An overview was provided by Office on Aging staff on the goal development process for the 2020-2024 Area Plan on Aging and due date of July 15, 2020, to confirm the 2020-2024 Area Plan on Aging goals and objectives reflect stakeholder priorities and areas of focus.

Copies of the Directors' Report and the 2020-2024 Area Plan Development and Process overview are included on the following pages.

AGENDA ITEM 4.1

DIRECTOR'S REPORT



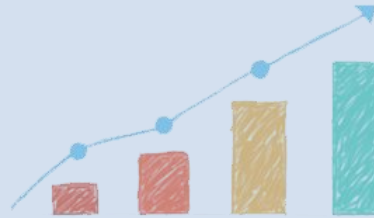
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COVID-19 Response



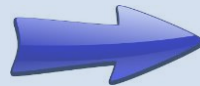
GRAB & GO

Approximately **22,300** meals per week delivered since mid-March



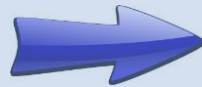
Approximately **10,000** meals per week delivered since mid-April

4,300 people a week



Over **6000** boxes delivered since March 2020

"This food box is full of FRESH produce and bread and pastries and Trader Joe's boxed soups and cans... I'm in tears of gratitude!!!" - Carla Z.



Approximately **500** delivered since April 2020



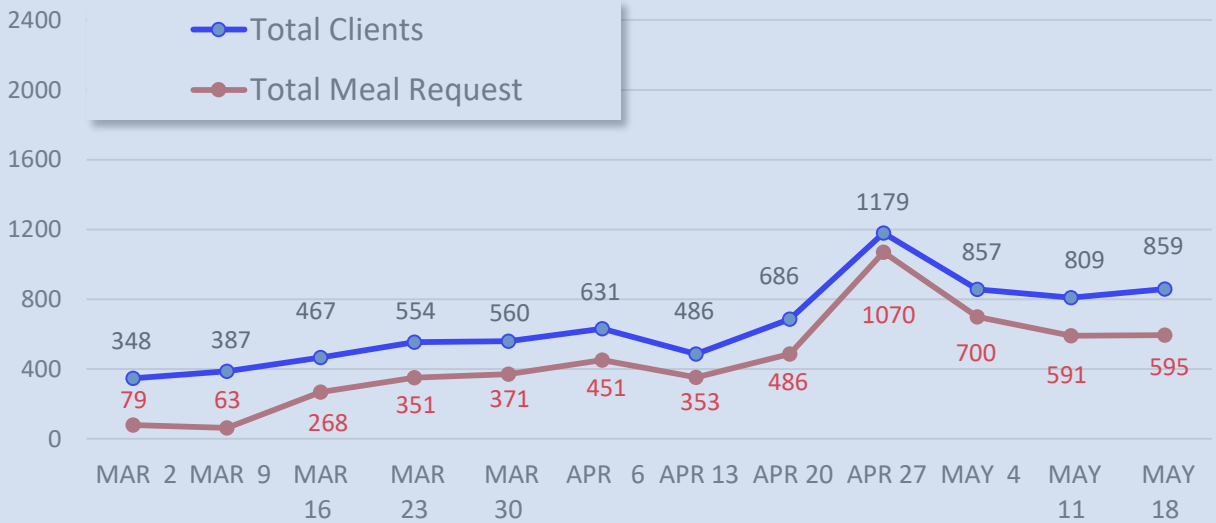
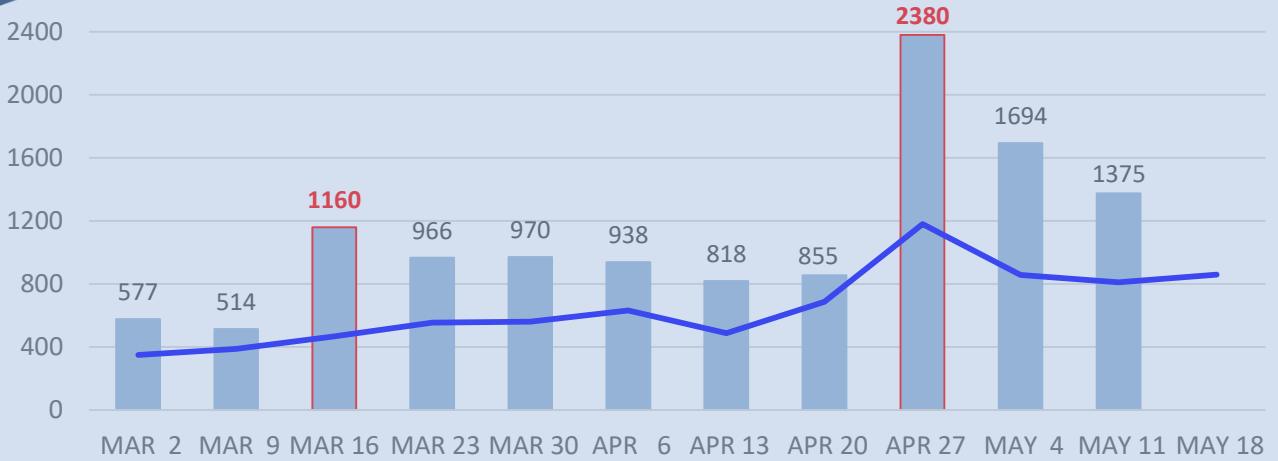
Clients requesting: Approx: **2,400** approved
Participating restaurants: **47** active or in process (as of June 2nd)
Deliveries: **4,548** (as of June 2nd)



Over **34,400 meals** since Mid-March

COVID-19 Response

ADRC CALL CENTER - WEEKLY CALLS RECEIVED



Additional Links:



Watch "RUHS Behavioral Health A message from Dr Monica Gordon" on Vimeo:

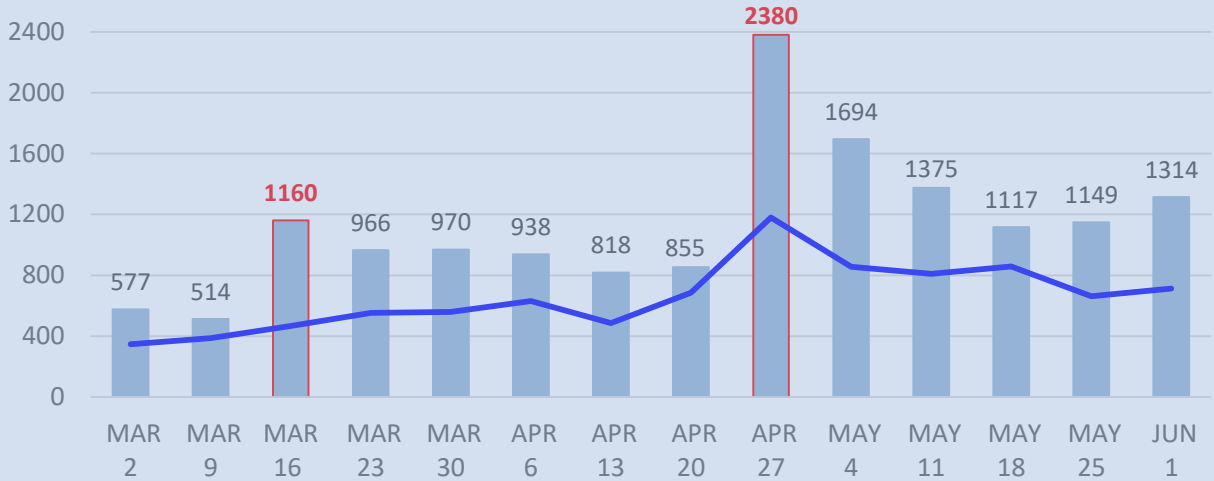
<https://vimeo.com/421762772?ref=em-share>

<https://www.nbclosangeles.com/news/coronavirus/seniors-get-special-deliveries-from-riverside-county-girl-scouts/2366042/>

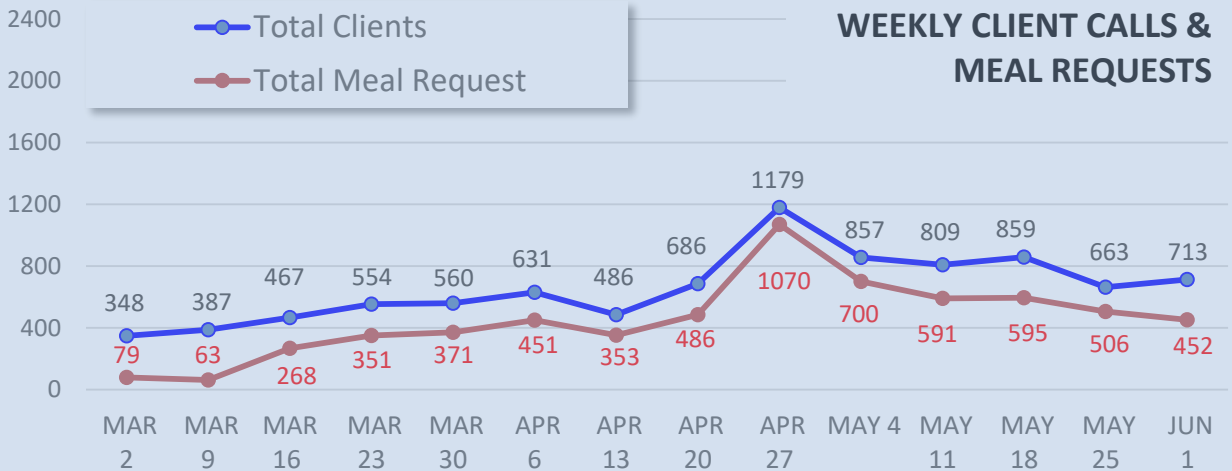
COVID-19 Response

Updated as of June 10, 2020

ADRC CALL CENTER - WEEKLY CALLS RECEIVED



WEEKLY CLIENT CALLS & MEAL REQUESTS



Additional Links:

Watch "RUHS Behavioral Health A message from Dr. Monica Gordon" on Vimeo:

<https://vimeo.com/421762772?ref=em-share>

<https://www.nbclosangeles.com/news/coronavirus/seniors-get-special-deliveries-from-riverside-county-girl-scouts/2366042/>

AGENDA ITEM 4.2.
SENIOR CENTER UPDATES



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



An informal survey of Senior Center leaders was conducted by email on May 20, 2020, to find out what programming they are offering during the stay-at-home orders and what plans they have for reopening.

Are you currently running any programs for your seniors whether virtual, remote (phone) contact, outside of the center, and at the center?

- *Online virtual programming*
- *Zoom and conference call chat groups*
- *Newsletters*
- *Activity packets*
- *Providing links to online exercises, activities, classes and community resources*
- *Virtual counseling*

Is the senior center making wellness calls to the constituents?

9 responded yes they are maintaining contact with their members by telephone

Other contacts include:

- *Sending notes and cards*
- *Happy birthday wishes*
- *Contacts with recipients of Meals on Wheels*
- *Conference calls for members to connect with each other*
- *Staff are available for calls resources and chats*



What nutrition services are you providing, if any?

- Grab and Go meal pick up – 17
- Home Delivered Meals – 4
- Food and commodities boxes – 4
- Pantry food distribution – 3
- Emergency meals (for Office on Aging) – 1

Do you have a target date for reopening? How firm is this date and what will determine this?

None of the responders indicated that they have a firm target date.

Some of the determining factors include:

- *Relying on County, State, City and CDC guidance*
- *The County's target of June 19 for ending the stay-at-home orders.*
- *A center on tribal land must depend on the tribe's guidance*
- *Will open the building when nutrition services are ready to return*
- *Coinciding with opening of the Cooling Center*

Do you have a re-opening plan? Will this be phased, or all at once? What will the phases look like?

All but one center anticipate bringing services on board gradually. General phasing plans were described as:

- *Preparing with deep cleaning/sanitation of the facilities and equipment, setting up sanitation centers and stocking face masks.*
- *Scheduling activities in larger rooms to allow for distancing; requiring pre-registration for activities; limiting groups sizes to 10 or less; requiring face masks; limiting access to lobby and discouraging "hanging out"; limiting exercise to low impact to prevent heavy breathing and exertion.*
- *Allowing larger class sizes; introducing table games*



Have your seniors expressed concern about returning?

Most reported that their seniors seem to be eager to return to the center because they are missing their friends or are feeling lonely isolated at home, although there is some apprehension about returning to group activities.

"There are seniors anxiously awaiting our reopening but there are also many seniors who have expressed fear about returning. Many caregivers have shared it will take them time to feel comfortable with returning."



"Most are missing our classes and activities and want to return. We expect that our attendance would be lower and individuals would self-select based on their personal comfort level and confidence in our procedures."

Conclusion

- A majority of the centers that responded are continuing to provide some programming using remote strategies like web based formats, telephone and mail.
- Centers known to have put all programming on hold tend to be those managed by civic recreational departments.
- Nutrition programs are serving up to three times the number of seniors they had in the past.
- Seniors are expressing loneliness and a desire to get back to the activities and friends the centers have to offer.
- Since the survey was taken, Mary Phillips Senior Center in Temecula and Coachella Senior Center are providing Cooling Centers.
 - The Office on Aging has a limited amount of funds available to assist seniors adults with disabilities who are experiencing issues with cooling their homes.

AGENDA ITEM 4.3.

OVERVIEW OF THE GOAL DEVELOPMENT PROCESS FOR THE 2020-2024 AREA PLAN ON AGING



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



Area Plan on Aging: The Path Ahead 2020-2024 Goal Development Process



To view the full presentation, visit:

[https://www.rcaging.org/Portals/0/PDF/Resources/Area%20Plan/2020 PH Presentation 2.2020.pdf](https://www.rcaging.org/Portals/0/PDF/Resources/Area%20Plan/2020%20PH%20Presentation%202.2020.pdf)

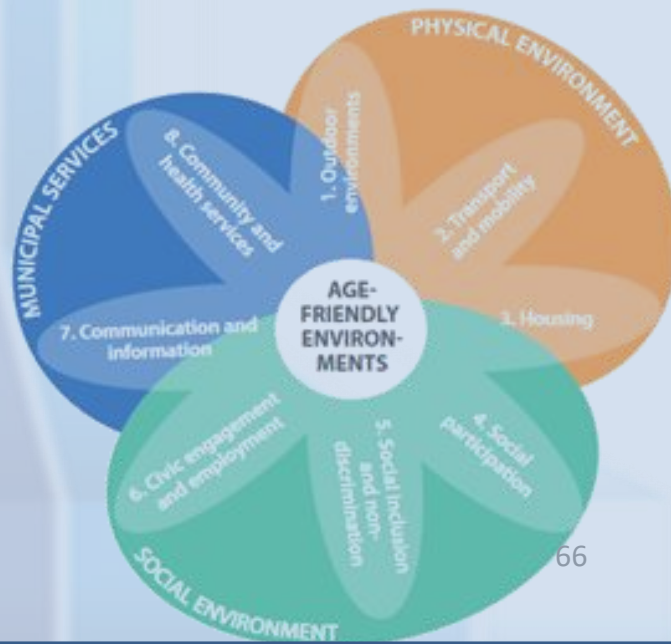
World Health Organization Age-Friendly Topic Areas

In 2007, the World Health Organization (WHO) defined an age friendly community as one that “adapts its structures and services to be accessible to and inclusive of older people with varying needs and capabilities”.

WHO Focus Area 1 includes those areas that make up the **Physical Environment** including the *outdoor spaces, transportation, and housing*. These areas identify the need for communities to support on personal mobility, safety from injury and crime, as well as health access and behaviors.

WHO Focus Area 2 includes those areas that focus on the **Social Environment** and culture that affect participation and mental wellbeing of older adults. *Social inclusion* addresses the attitudes, behaviors and messages related to older people. *Social participation* refers to the engagement of older people in recreation, socialization, and cultural, educational and spiritual activities in the community. *Civic participation and employment* address opportunities for community-based activities, *volunteerism* and paid work.

WHO Focus Area 3 includes those areas related to **Municipal Services** including *communication and information* and *community support and health services*, social environments and which includes health and social services determinants of health.



California Master Plan on Aging



Together We
ENGAGE

Master Plan for Aging

Vision, Mission, and Core Values:

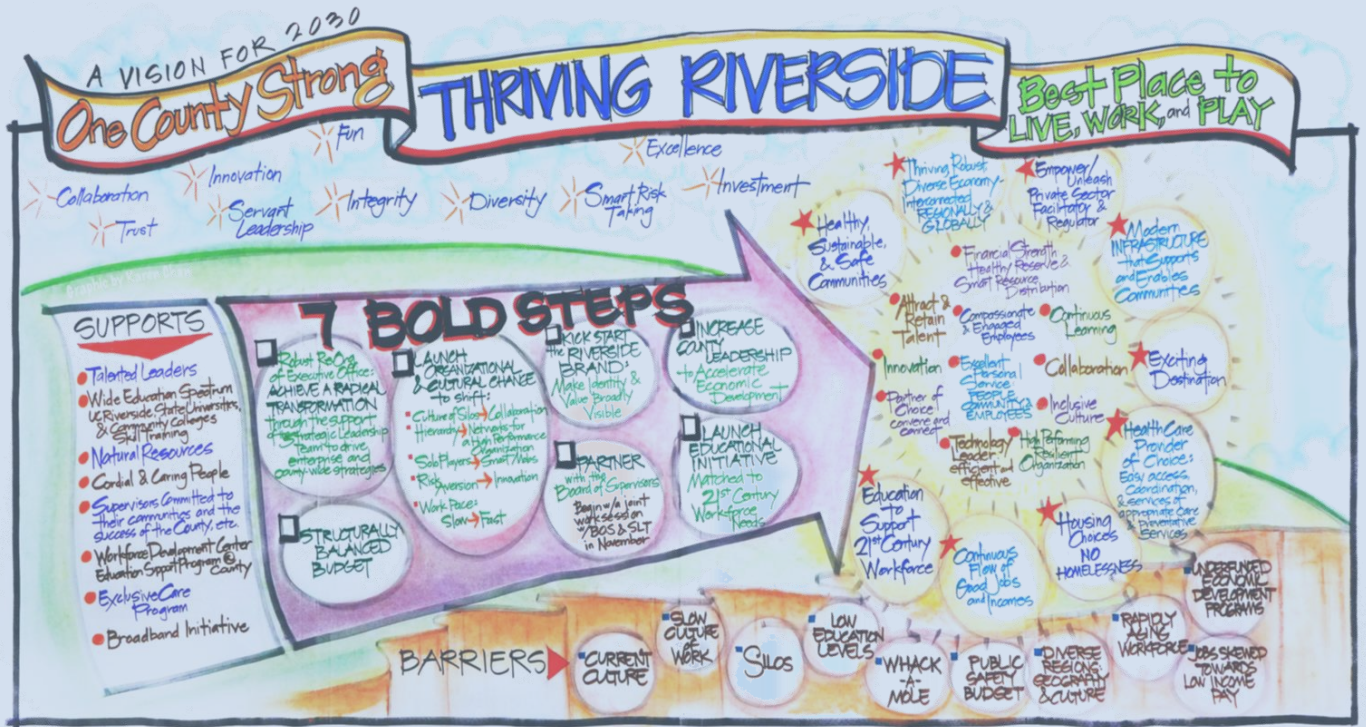
- **Choice** – access, quality, and autonomy
- **Equity** – addressing disparities due to age, disability, geography, income, race, ethnicity, immigration status, language, religion, sex, gender identity, sexual orientation, and family status
- **Dignity** and disruption of age-bias, able-ism, and discrimination
- **Inclusion and accessibility** for all older adults and people with disabilities
- **Innovation** and evidence-informed practice
- **Partnerships** among local, state, and federal governments, philanthropy, and private sectors

General Goals:

1. **Services and supports** to allow older adults to live at home and in communities
2. **Livable communities** that are age-friendly, dementia-friendly, and disability-friendly
3. **Health and well-being** with access to services and care that optimize health and quality of life for older adults
4. **Economic security and safety** from abuse, neglect, exploitation, natural disasters and emergencies.

Riverside County Strategic Plan 2030

The goals related to the PSA and the Office on Aging include the following:



- Healthy, sustainable and safe communities
- Modern infrastructure that supports and enables communities
- Easy access and coordination and services of appropriate health care including preventative services
- Housing choices [that eliminate] homelessness

2018-2019 Focus Groups & Call Center Data

- Improve data collection in order to reach the isolated and homebound

DATA COLLECTION

1

- *Balanced accessible care*
- *Holistic approach to person centered care*
- *Accessible case management*
- *Navigator services*
- *Transportation*
- *“No Wrong Door” Access*
- *Prevention & Early Intervention*
- *Resources for caregivers*

ACCESSIBLE CARE/INTEGRATED SERVICES

2

- *Intergenerational activities/services*
- *Volunteer opportunities*
- *Advocacy*
- *Caretaking “Village model”*

OUTREACH & NETWORKING

3

- *New ways of providing services (funding, Partnerships, advocacy)*

INNOVATION

4

2018-2019 Most Requested Services:

from 14,219 unduplicated clients



Other County Dept. Services -17%

- Behavioral Health
- Community Action Partnership
- Veterans Assistance

Emergency Services -16%

- Meals & Food
- Utility Rent/Payments
- Emergency Housing

DPSS Services -13%

- In-home supportive services
- Adult protective services
- CalFresh/General Assistance

2020-2024 Goals

WHO STRATEGY FOR AGE-FRIENDLY COMMUNITIES

CALIFORNIA MASTER PLAN ON AGING

RIVCO STRATEGIC PLAN 2030

FOCUS GROUPS

Integrate existing strategies and develop new strategies to improve the Physical Environment for older adults.

- *Outdoor Spaces*
- *Transportation*
- *Housing*

Livable communities that are age-friendly, dementia-friendly, and disability-friendly

Housing choices [that eliminate] homelessness
Modern infrastructure that supports and enables communities

Focus of the Objectives:

- *Housing assistance*
- *Transportation assistance*
- *Age-friendly community initiatives*
- *Older adult homelessness*
- *Home repairs & modification*
- *Emergency assistance*
- *Mobility management*
- *Falls prevention*



Participate in discussions, coalitions, collaborations, and initiatives that focus on developing age-friendly, disability friendly communities, which support older adults and persons with disabilities, allowing them to remain in the homes and communities of their choice.

2020-2024 Goals

WHO STRATEGY FOR AGE-FRIENDLY COMMUNITIES

CALIFORNIA MASTER PLAN ON AGING

RIVCO STRATEGIC PLAN 2030 FOCUS GROUPS

Develop and expand community-based programs and interventions focused on the factors of the Social Environment and culture that affect participation and mental wellbeing of older adults such as:

- *Social inclusion*
- *Social participation*
- *Civic participation, employment, and Volunteerism*

Choice -- access, quality, and autonomy

Dignity and disruption of age-bias, able-ism, and discrimination

Inclusion and accessibility for all older adults and people with disabilities

Innovation and evidence-informed practice

Data collection in order to reach the homebound (Social Inclusion)

Outreach & Networking

Including intergenerational activities, volunteer opportunities, advocacy, and caretaking

Focus of the Objectives:

- Volunteerism
- Employment
- Community assessment
- Outreach
- Census 2020
- Community education
- Health & Wellness
 - *Nutrition*
 - *Exercise*
 - *Social interaction*
- New community-based programming
- Peer support/advocacy



Support and assist in the expansion of engaging programs and environments for older adults through:

Enhanced education regarding promising practices

Increased sharing of information and resources to promote/expand age-friendly environments

User-friendly mechanisms for feedback and recommendations

Providing opportunities for employment and volunteering

2020-2024 Goals

WHO STRATEGY FOR AGE-FRIENDLY COMMUNITIES

CALIFORNIA MASTER PLAN ON AGING

RIVCO STRATEGIC PLAN 2030

FOCUS GROUPS

Improve, enhance, and integrate Municipal Services

- **Communication and information**
- **Community support and health services**
- **Health and social services determinants of health**

Partnerships among local, state, and federal governments, philanthropy, and private sectors

Livable communities that are age-friendly, dementia-friendly, and disability-friendly

Services and supports to allow older adults to live at home and in communities

Health and well-being with access to services and care that optimize health and quality of life for older adults

Equity – addressing disparities due to age, disability, geography, income, race, ethnicity, immigration status, language, religion, sex, gender identity, sexual orientation, and family status

Easy access and coordination and services of appropriate health care including preventative services

- Outreach & Networking
- Advocacy
- Innovation (and funding)—new ways of providing services
- Accessible care & Integrated services
- Balanced accessible care
 - Holistic approach to person centered care
 - Accessible case management
 - Navigator services
 - Transportation
 - “No Wrong Door” Access
 - Prevention & Early Intervention
 - Resources for caregivers

Focus of the Objectives:

- Integrated programming
- Partnerships/coordination
- Information & assistance
- Health/medical interventions
- Caregiver support
- Alternative funding sources
- Behavioral health



Increase access to local resources through integrated partnerships and the promotion of “No Wrong Door” service provision.



2020-2024 Goals

ADDITIONAL STRATEGY
FOR AGE-FRIENDLY
COMMUNITIES

CALIFORNIA
MASTER PLAN ON
AGING

RIVCO
STRATEGIC
PLAN 2030

FOCUS
GROUPS

Improve services and community-based solutions to assist older adults in developing strategies for Economic Security and Safety

- **Elder justice**
- **Disaster preparedness**

Economic security and safety from abuse, neglect, exploitation, natural disasters and emergencies

Healthy, sustainable and safe communities

Focus of the Objectives:

- Elder justice initiatives
- Emergency/Disaster preparedness
- Legal services
- Caregiver education
- Low-income communities



Increase collaborations and training initiatives with local protection and emergency response entities to educate, report, and reduce the abuse and neglect of vulnerable adults.



ACTION ITEM:



4.3. APPROVE AND ACKNOWLEDGE THAT THE 2020-2024 AREA PLAN ON AGING DEVELOPMENT PROCESS INCLUDED STAKEHOLDER ENGAGEMENT AND INPUT

Must abstain: None

Motion by: Steve Mehlman

Seconded by: Javier Lopez

Open Discussion: A. Salyer and B. Greer asked for additional time for the Advisory Council to review the Area Plan prior to approving it. Dr. Bell explained the motion at hand was related to acknowledging that the Area Plan development process included adequate stakeholder engagement and input, and was not related to approving the actual Area Plan. Dr. Bell reminded the Council regular updates of the Area Plan stakeholder engagement undertaken and relevant input received had been provided to the Council on multiple occasions. Dr. Bell provided another brief summary of stakeholder engagement that had taken place and explained it was well beyond the minimum requirements. Dr. Bell advised the deadline for submitting the plan to the State of California was July 15th and the Advisory Council would not meet again until September; therefore, the Advisory Council would need to acknowledge stakeholder engagement was sufficient according to the requirements and approve the motion, so that the Area Plan could move forward for Riverside County Board of Supervisors approval prior to submitting the proposed Area Plan to the State of California. Otherwise, the State of California would not have an Area Plan to approve and Riverside County Office on Aging would be operating with no Area Plan whatsoever.

Roll Call Vote: Members were polled via roll call for responses.

A. Salyer and B. Greer opposed.

Motion approved by the majority.

5. ADVISORY COUNCIL LIAISONS

5.1. REPORTS

[Provided a brief report on information or COVID related activities from each group]

5.1.1 Grandparents Raising Grandchildren – No report.

5.1.2. California Senior Legislature – Donald Brock/Steve Mehlman

- 2020 Senior Rally cancelled due to the current COVID pandemic.
- Moved CSL operations to a virtual format
- Primarily working on the budget, COVID-19 items, and bills for next year

5.1.3. Transportation Services – No report

5.1.4. Continuity of Care – No report

5.1.5. Foundation on Aging – Barbara Mitchell

- The Foundation contributed \$2,000 toward food gift cards for seniors who need immediate assistance during COVID

5.1.6. IHSS Advisory Council – Barbara Mitchell

- IHSS is currently working to provide caregivers for clients who suddenly lost caregiver coverage due to COVID
- IHSS is increasing care provider training
- Next meeting will be held on 6/11/2020

5.1.7. Older Adults System of Care – No report

5.1.8. Veterans Services – No report.

5.1.9. Triple-A Council of California (TACC) – Art Salyer

- Will meet virtually during the summer

5.2. DISCUSS POTENTIAL CHANGES TO ADVISORY COUNCIL LIAISONS.

[Discussed which liaison roles should be maintained, added, and which Advisory Council members should be responsible, including the following:]

5.2.1. Identify liaison(s) for the **Disability Independence Group**

5.2.2. Identify liaison(s) for the **Council on Aging Meetings**

5.2.3. Identify liaison(s) for the **Master Plan on Aging “Webinar Wednesdays”**

- Advised A. Johnson volunteered as the Council on Aging Liaison
- Asked members interested in the other Liaison roles to notify S. Catlin



ACTION ITEM:

5.3. ESTABLISH AN AD HOC COMMITTEE FOR THE 2019-2020 ANNUAL ADVISORY COUNCIL REPORT

Must abstain: None

Motion by: Javier Lopez

Seconded by: Steve Mehlman

Open Discussion:

Roll Call Vote: Motion unanimously approved.

Notes: A. Salyer, C. Lemus, and D. Franklin volunteered for the committee.

OTHER ITEMS

6. CALL TO ACTION!

Asked the Advisory Council to consider the following items to work on during the summer:



6.1. Monitor the Master Plan on Aging development process.

6.2. Establish Ad-Hoc committees to:

6.2.1 Develop 1-2 objectives per each goal for inclusion in the 2020-2024 Area Plan on Aging.

6.2.2 Meet to focus on relevant topics and develop a draft work plan for July 1, 2020 through December 31, 2020 for the AC.

6.2.3. Develop strategies for how to convert traditional day activities into virtual activities in senior centers

6.2.4. Draft Advisory Council annual report

7. ADDITIONAL ACTION ITEMS

There were no other action items that arose from the meeting.

8. CLOSING COMMENTS – All

- Art Salyer thanked the Council for their service and reminded members of the importance of regularly attending meetings.

9. MOTION TO ADJOURN – Art Salyer, Chair

Motion by: Cynthia Lemus

Seconded by: Debbie Franklin

Open Discussion: No discussion.

Roll Call Vote: Motion unanimously approved.

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
- Planner/Administrative Services Officer: Jamiko Bell
- Senior Program Specialist: Stephen Geist
- Program Specialist II: Stacie Catlin
- Administrative Services Analyst I: Ryan Emblem

Advisory Council Officers

Chair: Arthur W. Salyer

Vice Chair: Bev Greer

Parliamentarian: Cynthia Lemus

Board of Supervisors' Appointees

- District I: Vacant
- District II: Sharron Lambeth
- District III: Arthur W. Salyer
- District IV: Javier Lopez
- District V: Debbie Franklin

Members

Amia Henderson

Anita Johnson

Barbara Mitchell

Donald Brock

Luella Thornton

Lynda House

Steve Mehlman

Vee Maiden

Victoria Zivku

Vacant

Committee Assignments

Executive Committee (Standing Committee)

Arthur W. Salyer – Chair

Bev Greer – Vice Chair

Cynthia Lemus – Parliamentarian

Advisory Council Ad-Hoc Committees

Bylaws

Cynthia Lemus – Chair

Anita Johnson
Art Salyer
Barbara Mitchell
Lynda House

Communications

Steve Mehlman – Chair

Community Connection

Cynthia Lemus – Chair
Luella Thornton- Vice Chair

Vee Maiden
Phyllis Purcell (CSL)

Healthy Living

Vacant - Chair
Barbara Mitchell – Vice Chair

Amia Henderson
Luella Thornton
Lynda House
Sharron Lambeth

Legislative

Steve Mehlman – Chair

Donald Brock
Luella Thornton

Membership

Vee Maiden – Chair

Amia Henderson
Sharron Lambeth
Victoria Zivku

Planning

Vacant – Chair

Art Salyer
Barbara Mitchell
Bev Greer
Javier Lopez
Steve Mehlman

Advisory Council Liaisons

California Senior Legislature	Donald Brock, Senior Senator
California Senior Legislature	Mark Cox, Senior Assemblymember
California Senior Legislature	Phyllis Purcell, Senior Assemblymember
California Senior Legislature	Steve Mehlman, Senior Senator
California Senior Legislature	Vacant, Senior Assemblymember
California Senior Legislature	Vacant, Senior Assemblymember
Continuity of Care	Barbara Mitchell
Foundation on Aging	Barbara Mitchell
Grandparents Raising Grandchildren	Sharron Lambeth
IHSS Advisory Council	Barbara Mitchell
Older Adults System of Care	Barbara Mitchell
Transportation Services	Steve Mehlman
Triple A Council of California	Art Salyer
Veterans Services	Vee Maiden

Advisory Council on Aging Meeting 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: 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
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 5.3.

**SAMPLE OF ADVISORY COUNCIL
ANNUAL REPORT**



RIVERSIDE COUNTY FOUNDATION ON AGING

2018 ANNUAL REPORT

The Foundation on Aging is a 501c3 nonprofit charitable foundation that works to raise awareness of the needs of seniors in Riverside County, and to raise funds to help fill the gaps created by decreasing public funding of services for the elderly. The Foundation supports and furthers the programs of the Riverside County Office on Aging, and new and innovative programs that sustain and enhance the quality of life of older adults.

2018 PROGRAM ACCOMPLISHMENTS

- Holiday Market Gift Card Program – 35 Senior Centers Participated – 1,559 Grocery Cards distributed
- Riverside County Gift Drive for Seniors – Financial Support for the Event – 488 total Gift Bags Delivered
- 2018 Caregiver Training, Resource Fair and Appreciation Event – “Caregiving is a Family Affair” – Sponsorship and Financial Support – Board Members participate in the Event – 850 Families and Caregivers participated in the event
- 2018 Office on Aging “Family Caregiving Today – Staying One Step Ahead” Event – Financial Support – 100 individuals participated in the event

2018 ADMINISTRATIVE ACCOMPLISHMENTS

- 2017 Update to Foundation By-Laws – Adopted 2018
- Foundation on Aging Board Manual – Assembled and Distributed
- End of the Year Accomplishments for 2017 – Completed and Filed
- Drafted Guidelines for Organizations Using the Foundations 501c(3) Regarding: Alerting the Foundation RE Receipt of Funds and Requesting Release of Funds.
- Code of Ethical Standard in Fundraising – Adopted
- 2018 Update to Foundation By-laws Drafted
- Guidelines and Master Calendar for Annual Gift Card Program Drafted

BOARD MEMBERSHIP

Gloria Sanchez, President	Sharron Lambeth, Member
Jody Esser Hall, Vice-President	John von Hatten, Member
Ross Nakatani, Treasurer	Anna Martinez, Member
Barbara Mitchell, Secretary	Gary Kelley, Advisory Council Representative
Leo Harrison, Executive Director	Jewel Lee, Director, Office on Aging

2019/20 FOUNDATION FUNDING SUPPORTS THE FOLLOWING PROGRAMS

- A fund to avoid utility service disruption
- Farmer's market vouchers to improve the nutrition of mobile elderly and gap funding for home delivery meals for homebound seniors pending acceptance on County meal delivery program
- Bus passes and other transportation system subsidies
- Caregiver training, education and appreciation programs
- Support for the County's Grandparents Raising Grandchildren program
- An annual Holiday Market Gift Card Program also supported by the Riverside County Board of Supervisors and an annual Holiday Gift Drive organized by the Riverside County Office on Aging.

Board Approved 5/20/19

SAMPLE REPORT

Riverside County Advisory Council on Aging

2020/2021 Meeting Schedule

July, 2020	Dark	AC Committees Only
August 2020	Dark	AC Committees Only
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
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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 2.3.

MINUTES

**OF THE August 12, 2020
TRAINING MEETING**

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

TRAINING MEETING

August 12, 2020

10:00 AM – 11:00 AM

Meeting Location: Via WebEx

Teleconference Access:

[Join meeting](#)

<https://rivco.webex.com/rivco/j.php?MTID=m86c4f26605cc9979ba16f976fc300828>

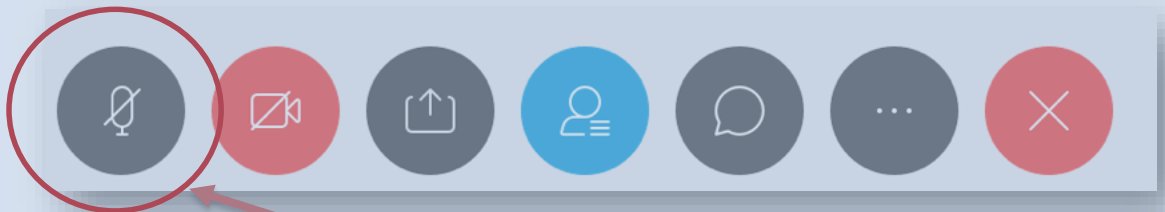
Meeting number (access code): 145 866 2118 Meeting password: Mwtcm3MQM38

Join by phone: [+1-415-655-0001](tel:+14156550001) US Toll

Join from a video system or application: Dial [1458662118](tel:1458662118)@rivco.webex.com

You can also dial [173.243.2.68](tel:173243268) and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business: Dial [1458662118](tel:1458662118).rivco@lync.webex.com



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

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.⁸⁷

1. FIRST ORDER OF BUSINESS – Barbara Mitchell, Chair

1.1. Called meeting order.

1.2 Reviewed WebEx Participation Guidelines

1.2.1 ADA Guidelines

1.3 Invocation – Donald Brock

1.4 Pledge of Allegiance – Anita Johnson

1.5 Establish Quorum – Cynthia Lemus, Parliamentarian

1.6 Self-introductions

1.7. Chair Reports and Reminders

1.7.1. Next Advisory Council Meeting will be held:

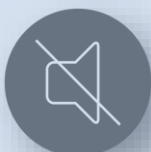
September 9, 2020

10 AM to 12 PM

Via WebEx & Physical Location: TBD

1.8. Public Comment

- *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 **via email to scatlin@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.*



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

MINUTES

1. FIRST ORDER OF BUSINESS – Barbara Mitchell, Chair

1.1. Called meeting to order at 10:15 a.m.

1.2 Provided WebEx participation guidelines.

1.2.1 Provided ADA Guidelines.

1.3 Invocation – Donald Brock

1.4 Pledge of Allegiance – Bev Greer

1.5 Established quorum – Cynthia Lemus, Parliamentarian

1.6 Self-introductions. The following were in attendance:

Riverside County Advisory Council on Aging Members:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Anita Johnson | <input checked="" type="checkbox"/> Barbara Mitchell | <input type="checkbox"/> Bev Greer |
| <input type="checkbox"/> Cynthia Lemus | <input checked="" type="checkbox"/> Debbie Franklin | <input checked="" type="checkbox"/> Donald Brock |
| <input checked="" type="checkbox"/> Javier Lopez | <input type="checkbox"/> Luella Thornton | <input checked="" type="checkbox"/> Lynda House |
| <input checked="" type="checkbox"/> Sharron Lambeth | <input checked="" type="checkbox"/> Steve Mehlman | <input type="checkbox"/> Vee Maiden |
| <input type="checkbox"/> Victoria Zivku | | |

Riverside County Office on Aging Staff:

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

2. BROWN ACT TRAINING - Riverside County Office of County Council

- Sarah K. Moore, Deputy County Council

3. ROUND TABLE - Members were give the opportunity to provide a brief update on activities relevant to the Council.

- Debbie Franklin expressed concerns about Riverside County evacuation procedures related to the Apple Fire.
- Lynda House provide an update on a food distribution event for seniors at Boardwell Park.

4. MOTION TO ADJOURN



4.1. MOTION TO ADJOURN MEETING

Must abstain: None

Motion by: Steve Mehlman

Seconded by: Sharron Lambeth

Roll Call Vote: Motion anonymously approved.

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: Rachelle Román
- Deputy Director of Programs and Operations: Gary Robbins
- Planner/Administrative Services Officer: 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: Vacant
- District II: Sharron Lambeth
- District III: Vacant
- District IV: Javier Lopez
- District V: Debbie Franklin

Board of Supervisors' Appointees

Anita Johnson

Bev Greer

Donald Brock

Luella Thornton

Lynda House

Vee Maiden

Victoria Zivku

Vacant

Vacant

Committee Assignments

Executive Committee (Standing Committee)

Barbara Mitchell – Chair
Parliamentarian

Steve Mehlman – Vice Chair

Cynthia Lemus –

Advisory Council Ad-Hoc Committees

Bylaws

Cynthia Lemus – Chair

Anita Johnson
Barbara Mitchell
Lynda House

Communications

Steve Mehlman – Chair

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

Legislative

Steve Mehlman – Chair

Donald Brock
Luella Thornton

Membership

Vee Maiden – Chair

Sharron Lambeth
Victoria Zivku

Planning

Vacant – Chair

Barbara Mitchell
Bev Greer
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
Foundation on Aging	Barbara Mitchell
Grandparents Raising Grandchildren	Sharron Lambeth
IHSS Advisory Council	Barbara Mitchell
Older Adults System of Care	Barbara Mitchell
Transportation Services	Steve Mehlman
Triple A Council of California	Barbara Mitchell
Veterans Services	Vee Maiden

Advisory Council on Aging Meeting 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: 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.

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