

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

REGULAR MEETING

June 9, 2021

10:00 a.m. – 12:00 p.m.

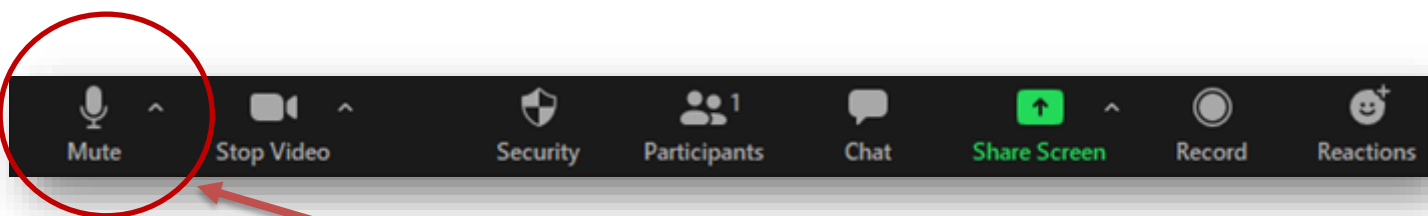
Meeting Location: Zoom

<https://zoom.us/j/97489038804?pwd=WDhOTkUxdnQ3RFFKM1hxZVFZeGRvUT09>

Meeting ID: 974 8903 8804

Meeting passcode: 8005102020

Join by phone: +1 669-900-9128 US Toll



Please “mute” your computer or phone by pressing *6 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. 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.



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

1.2 ZOOM PARTICIPATION GUIDELINES

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

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

Via video conference:

Click on the link.

Meeting ID: 974 9610 5460

One tap mobile

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

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 974 9610 5460

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

Join the meeting.

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

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

Launch Meeting

*Mute your screen or *6 by phone until called on by the meeting moderator.*

Mute

Stop Video

Security

Participants 1

Chat

Share Screen

Record

Reactions

OVERVIEW OF THE AGENDA

1. FIRST ORDER OF BUSINESS
2. ACTION ITEMS
3. PRESENTATION
 - Long-Term Care Ombudsman Program
4. DEPARTMENT REPORTS
5. DISCUSSION ITEMS
6. COMMITTEE REPORTS
7. SENIOR AMBASSADOR REPORTS
8. CLOSING COMMENTS
9. MOTION TO ADJOURN

MINUTES

1. FIRST ORDER OF BUSINESS – Barbara Mitchell, Chair

1.1. Called meeting to order at 10:06 a.m. – Barbara Mitchell

1.2. Reviewed ADA guidelines.

1.3. Invocation – Donald Brock

1.4. Pledge of Allegiance – Cynthia Lemus, Parliamentarian

1.5. Establish Quorum – Cynthia Lemus, Parliamentarian

1.6. Self-introductions

Riverside County Advisory Council on Aging Members:

Anita Johnson

Debbie Franklin

Lynda House (LoA)

Barbara Mitchell

Donald Brock

Sharron Lambeth (TBD)

Bev Greer

Javier Lopez

Steve Mehlman

Cynthia Lemus

Luella Thornton

Victoria Zivku

Riverside County Office on Aging Staff:

Jewel Lee, Director

Rachelle Román, Deputy Director for Administration

Gary Robbins, Deputy Director of Programs and Operations

Jamiko Bell, Administrative Services Officer

Stacie Catlin, Program Specialist II

Ryan Emblem, Administrative Services Analyst II

1. FIRST ORDER OF BUSINESS – Continued

1.6. Self-introductions – Continued:

Riverside County Board of Supervisors Representatives:

- Debbie Rose, Legislative Assistant, District II
- Opal Hellweg, Legislative Assistant, District III
- Stephanie Garthwaite, Legislative Assistant, District V

Guests and Members of the Public:

- Hazel Lambert, Council on Aging Southern California
- Tom Donahue, Family Service Association
- Venus Mixson, Moreno Valley

1. FIRST ORDER OF BUSINESS – Continued

1.7. Chair Reports and Reminders

- 1.7.1. The Advisory Council will be dark for the months of July and August.
The next meeting be held:

Wednesday, September 8, 2021

10:00 a.m. – 12:00 p.m.

Location: To be determined.

The 2021-2022 meeting schedule is included in the meeting packet.

1.7.2. Member Birthday Announcements

- D. Franklin
- D. Brock
- S. Lambeth

1.7.3. Member Appreciation

Thanked Victoria Zivku for her service to the Advisory Council since December 2018. Ms. Zivku will finish her term, which will wind down on June 30, 2021. During her tenure, she served n the Membership Committee and as a Senior Center Ambassador.

1.7.4. Officer Election Results

- Chair: S. Mehlman
- Vice Chair: J. Lopez
- Parliamentarian: B. Mitchell

1. FIRST ORDER OF BUSINESS – Continued

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.*

2. ACTION ITEMS



2.1. APPROVE THE MINUTES OF THE MAY 12, 2021, MEETING.

Must abstain: L. Thornton

Motion by: D. Brock

Open Discussion: None.

Members needed for quorum: 6

Seconded by: V. Zivku

Roll Call Vote: Motion approved.

3. PRESENTATION: Council on Aging – Southern California

3.1. Long-Term Care Ombudsman Program

Hazel Lambert, Program Director

AGENDA ITEM 3

PRESENTATION



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



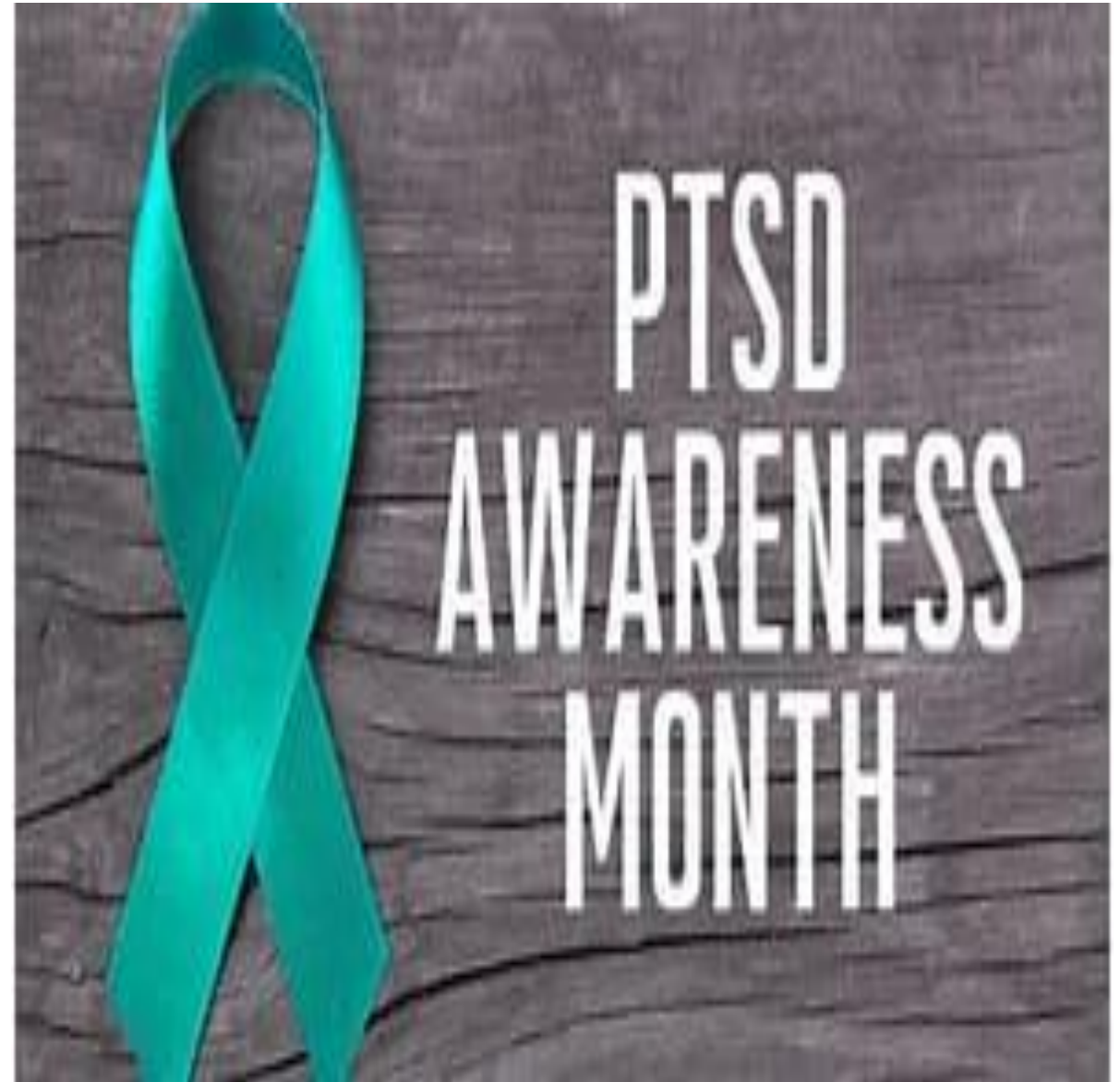
Council on Aging

Southern California

**LONG-TERM CARE
OMBUDSMAN PROGRAM**

Hazel Lambert, Program Director

SERVING RIVERSIDE
COUNTY OLDER &
DISABLED ADULTS



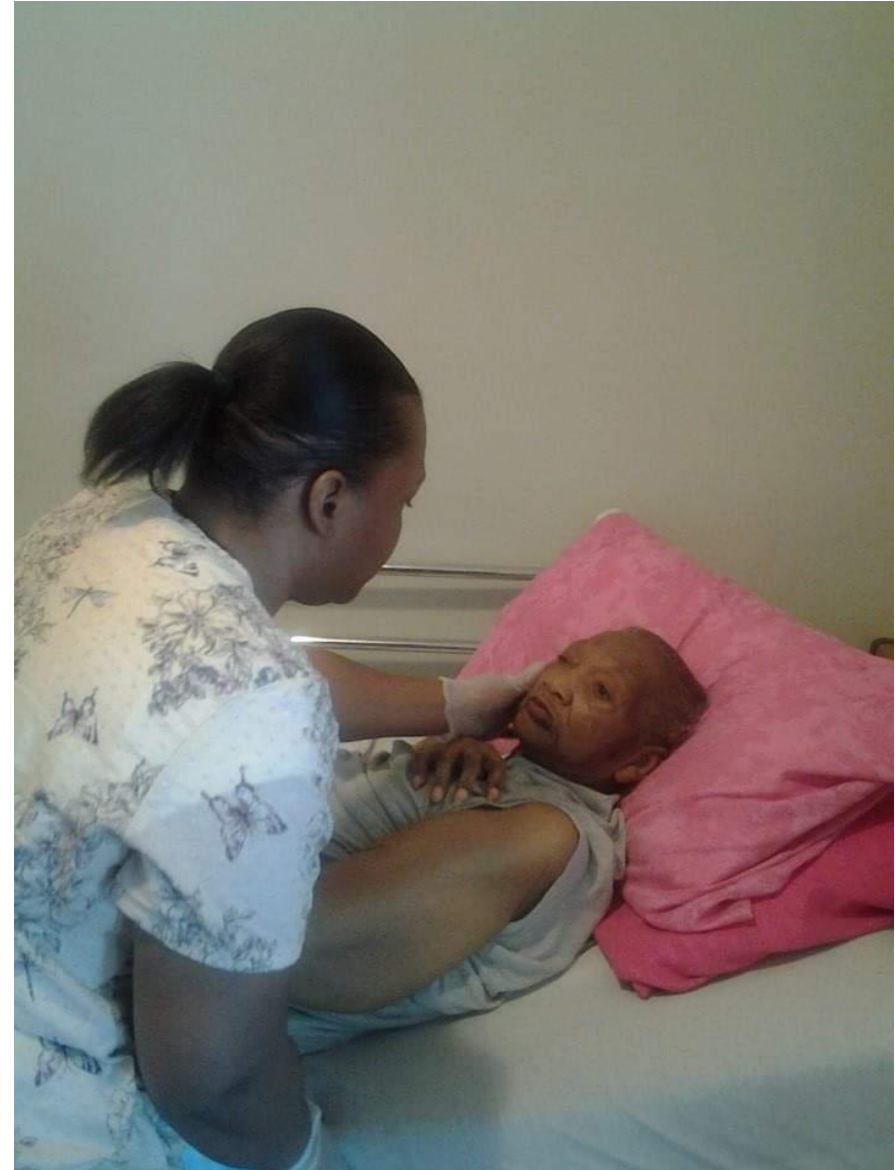
WHAT IS AN OMBUDSMAN?

- The Swedish word Ombudsman means “a public official appointed to investigate citizens complaints against local or national government agencies that may be infringing on the rights of individuals”.
- Long-Term Care (LTC) Ombudsman are advocates mandated by federal and state law to receive, investigate, and work to resolve complaints on behalf of residents.

MISSION & VISION

Our mission is to seek resolution of problems by advocating for the rights of all residents in long-term care facilities.

Our vision is a long-term care system in which the individual retains choice, dignity, independence, quality of life, and quality of care.



HISTORY OF NURSING HOMES

Harriet Tubman's Home
for former slaves in
New York

Individuals residing in
"Old Folks Homes" or
"Poor Houses"

Social Security Act of
1935

Legislation of Medicare
and Medicaid in 1965

HOW THE OMBUDSMAN PROGRAM GOT STARTED

- Nixon Administration – Established the Long-Term Care Ombudsman Program in 1971
- 1978 – Ombudsman legislative mandate written into the Older American Act as Title VII
- 1981 - Reauthorization of the Older American Act expanded the duties to include Residential Care Facilities for the Elderly
- Amendments continue to involve to include significant improvements due to COVID-19 impact

ROLES AND RESPONSIBILITIES OF AN OMBUDSMAN

- Educator
- Advocate
- Investigator
- Mediator
- Observer
- Certified by the State of California
- Witness Advanced Health Care Directive

RESIDENTS RIGHTS

Treated with respect and dignity

Admission rights

Visits-Privacy-Confidentiality

Quality of Life

Living accommodations and care

Protection of their money &
possession

Medical care and treatment

Freedom from restraint and abuse

Transfer and discharge rights

Freedom to attend religious
services

Right to vote

LONG-TERM CARE OMBUDSMAN A PROGRAM OF COUNCIL ON AGING-SOUTHERN CALIFORNIA

Friendly Visitor Program

Provides companionship and social support to isolated, frail adults in Orange County

ReConnect Program

Assists adults age 60+ to manage and improve their emotional health and overall well-being

Senior Protection Program & FAST

Educational seminars to help avoid financial predators and limited consultation on matters of abuse

Health Insurance Counseling and Advocacy Program (HiCap)

Provides free, unbiased, individual Medicare counseling and seminars

SmileMakers Guild

Mobilizes community support and provides holiday gifts to over 5,000 residents in long-term care facilities in Orange and Riverside Counties

HELPING SENIORS REMAIN HEALTHY, CONNECTED AND PROTECTED

SmileMakers Station



SmileMakers Centennial Smiles

SmileMakers Holiday Gifts



VOLUNTEER AND LEARN MORE AT WWW.COASC.ORG

- BECOME A STATE CERTIFIED OMBUDSMAN TODAY!

- Resolve Complaints
- Monitor Facilities
- Advocate for Seniors

- Toll Free: 1-(833) 772-6624

4. DEPARTMENT REPORTS

4.1. DIRECTORS' REPORT

4.1.1 Provided Office on Aging Department reports regarding current issues.

Reported the last COVID-19 update was provided to the Board of Supervisors on June 8, 2021. The expectation is that County will "re-open" operations will resume on June 15, 2021.

Announced the Board of Supervisors is now highlighting County Departments at the beginning of each meeting. Coincidentally, June 15th will be *World Elder Abuse Day*, which focuses on elder abuse and preventing elder abuse. The Office on Aging will take part in creating a video to highlight its programs and services that address elder abuse, fraud, and neglect.

Provided a link to Board of Supervisors meeting videos:

<http://riversidecountyca.ig2.com/Citizens/default.aspx>

Advised the number of Riverside County older adults, 65 and older, who are partially vaccinated is 72.1% and the number who are fully vaccinated is 63%.

Advised Public Health contracted with a vendor to distribute vaccinations to home-bound residents. The main phone number for Public Health and to schedule home-based vaccinations is:

(951) 358-5000.

Advised the Office on Aging is working on transitioning staff back to work on a part-time telecommuting option.

Announced the new Riverside County Chief Executive Officer is Jeff Wagenen, who created a video explaining his vision for Riverside County.

AGENDA ITEM 4

DEPARTMENT REPORTS



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



COMMUNITY ASSESSMENT *Survey*

Follow up sheet

2021/2022

If you would like more information on the Office on Aging's programs and services, please provide your contact information below:

**Submitted by
Advisory Council**

Name		Phone	Email:
Address		City	Zip

I would like to know more about:

<input type="checkbox"/> Meals	<input type="checkbox"/> Health promotion classes	<input type="checkbox"/> Grandparents Raising Grandchildren	<input type="checkbox"/> Care Management	
<input type="checkbox"/> Employment services	<input type="checkbox"/> Caregiver services	<input type="checkbox"/> Volunteerism	<input type="checkbox"/> Legal services	<input type="checkbox"/> Assistance with health insurance
<input type="checkbox"/> Elder justice	<input type="checkbox"/> General information	<input type="checkbox"/> Other information	<input type="checkbox"/> Advisory Council on Aging	

Name		Phone	Email:
Address		City	Zip

I would like to know more about:

<input type="checkbox"/> Meals	<input type="checkbox"/> Health promotion classes	<input type="checkbox"/> Grandparents Raising Grandchildren	<input type="checkbox"/> Care Management	
<input type="checkbox"/> Employment services	<input type="checkbox"/> Caregiver services	<input type="checkbox"/> Volunteerism	<input type="checkbox"/> Legal services	<input type="checkbox"/> Assistance with health insurance
<input type="checkbox"/> Elder justice	<input type="checkbox"/> General information	<input type="checkbox"/> Other information	<input type="checkbox"/> Advisory Council on Aging	

Name		Phone	Email:
Address		City	Zip

I would like to know more about:

<input type="checkbox"/> Meals	<input type="checkbox"/> Health promotion classes	<input type="checkbox"/> Grandparents Raising Grandchildren	<input type="checkbox"/> Care Management	
<input type="checkbox"/> Employment services	<input type="checkbox"/> Caregiver services	<input type="checkbox"/> Volunteerism	<input type="checkbox"/> Legal services	<input type="checkbox"/> Assistance with health insurance
<input type="checkbox"/> Elder justice	<input type="checkbox"/> General information	<input type="checkbox"/> Other information	<input type="checkbox"/> Advisory Council on Aging	

Name		Phone	Email:
Address		City	Zip

I would like to know more about:

<input type="checkbox"/> Meals	<input type="checkbox"/> Health promotion classes	<input type="checkbox"/> Grandparents Raising Grandchildren	<input type="checkbox"/> Care Management	
<input type="checkbox"/> Employment services	<input type="checkbox"/> Caregiver services	<input type="checkbox"/> Volunteerism	<input type="checkbox"/> Legal services	<input type="checkbox"/> Assistance with health insurance
<input type="checkbox"/> Elder justice	<input type="checkbox"/> General information	<input type="checkbox"/> Other information	<input type="checkbox"/> Advisory Council on Aging	



2021/2022 COMMUNITY ASSESSMENT

Survey

The Riverside County Office on Aging seeks to better serve all of the communities and older adult constituencies of Riverside County. Your input through this questionnaire will help our office to learn more about the needs of older adults. Please take a few minutes to complete the information below. All information is **CONFIDENTIAL** and will only be used to assess the needs of older adults in Riverside County. *Thank you for your assis-*

**Submitted by
Advisory Council**

Before you begin: Please give us your **zip code** for tracking purposes _____

What is your gender?	<input type="checkbox"/> Male <input type="checkbox"/> Female	Age today:											
	<input type="checkbox"/> Transgender (Female to Male)		Number of people in your household?	1	2	3	4	5	6	7	8	9+	
	<input type="checkbox"/> Transgender (Male to Female)	<input type="checkbox"/> Decline to state											
	<input type="checkbox"/> Genderqueer/Gender Non-binary	Household Income:	\$ _____ per										
	<input type="checkbox"/> Not Listed/Please specify: _____		<input type="checkbox"/> Month <input type="checkbox"/> Year										
<input type="checkbox"/> Decline to state		Do you provide care or assistance to someone else?		What type of care do you provide?									
What was your sex at birth?	<input type="checkbox"/> Male <input type="checkbox"/> Female											<input type="checkbox"/> Husband/wife	<input type="checkbox"/> Meal Preparation
	<input type="checkbox"/> Decline to state											<input type="checkbox"/> Domestic partner	<input type="checkbox"/> Dressing
How do you describe your sexual orientation or sexual identify (check only one)	<input type="checkbox"/> Straight/Heterosexual											<input type="checkbox"/> Adult child/dependent	<input type="checkbox"/> Bathing/Toileting
	<input type="checkbox"/> Bisexual											<input type="checkbox"/> Parent/In-law	<input type="checkbox"/> Walking
	<input type="checkbox"/> Gay/Lesbian/Same-gender Loving	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Money Management										
	<input type="checkbox"/> Questioning/Unsure	<input type="checkbox"/> Other relative	<input type="checkbox"/> Transportation										
<input type="checkbox"/> Not Listed/Please specify: _____		<input type="checkbox"/> Non-Relative	<input type="checkbox"/> Housework										
<input type="checkbox"/> Decline to state		<input type="checkbox"/> Other	<input type="checkbox"/> Other: _____										
Ethnicity	<input type="checkbox"/> Not Hispanic/Latino	Does someone provide care for you now?		What type of care do you receive?									
	<input type="checkbox"/> Hispanic/Latino							<input type="checkbox"/> Family member	<input type="checkbox"/> Meal Preparation				
	<input type="checkbox"/> Decline to state							<input type="checkbox"/> Non-family	<input type="checkbox"/> Dressing				
Race: (Please check one)	<input type="checkbox"/> White							<input type="checkbox"/> Not applicable	<input type="checkbox"/> Bathing/Toileting				
	<input type="checkbox"/> African American/Black							<input type="checkbox"/> Walking					
	<input type="checkbox"/> Native American/Alaska Native	<input type="checkbox"/> Money Management											
	<input type="checkbox"/> Hawaiian/Pacific Islander (<i>Guamanian, Hawaiian, Samoan, Other Pacific Islander</i>)	<input type="checkbox"/> Transportation											
	<input type="checkbox"/> Asian (<i>Filipino, Laotian, Cambodian, Japanese, Vietnamese, Chinese, Korean, Other Asian</i>)	<input type="checkbox"/> Housework											
	<input type="checkbox"/> Other race	<input type="checkbox"/> Other: _____											
<input type="checkbox"/> Multiple race													
<input type="checkbox"/> Decline to state													

Please continue on the back...

On a scale of 1-10, how would you rate the overall quality of your life?

In a few words, please tell us why?

<input type="checkbox"/> 10 (Best possible life)
<input type="checkbox"/> 9
<input type="checkbox"/> 8
<input type="checkbox"/> 7
<input type="checkbox"/> 6
<input type="checkbox"/> 5
<input type="checkbox"/> 4
<input type="checkbox"/> 3
<input type="checkbox"/> 2
<input type="checkbox"/> 1
<input type="checkbox"/> 0 (Worst possible life)

On a scale of 1-10, what do you think your quality of life will be in 5 years?

In a few words, please tell us why?

<input type="checkbox"/> 10 (Best possible life)
<input type="checkbox"/> 9
<input type="checkbox"/> 8
<input type="checkbox"/> 7
<input type="checkbox"/> 6
<input type="checkbox"/> 5
<input type="checkbox"/> 4
<input type="checkbox"/> 3
<input type="checkbox"/> 2
<input type="checkbox"/> 1
<input type="checkbox"/> 0 (Worst possible life)

<i>In the last 6 months...</i>	<i>Strongly Agree</i>	<i>Agree</i>	<i>Disagree</i>	<i>Strongly Disagree</i>
I had little interest or pleasure in doing things				
Someone in my life encouraged me to be healthy				
My friends and family gave me positive energy every day				
I had a life event that continues to worry me				
I felt safe and secure in my home				
I felt safe and secure in my community				
I had a utility shut off due to my inability to pay the bill				
I did not have enough money to pay my rent or mortgage				
I had to choose between my basic needs (housing, food, medication) because I did not have enough money to pay for it all				
Any social or sharing activity would be important or helpful to me				
I did not have transportation to get to medical appointments or treatments				

Have you ever heard of the Office on Aging?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever heard of the Advisory Council on Aging?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

<i>You?</i>	<i>Someone you know?</i>
Please indicate what services you or someone you know have received from Office on Aging in the last 6 months:	
Have you or someone you know received social services from another organization? If so, which one?	
Is there a service that you need, that you have	
What services will you or someone you know need in the next 6 months?	



EVALUACIÓN DE LA COMUNIDAD *Encuesta*

2021-2022

La Oficina de la Tercera Edad del Condado de Riverside busca servir mejor a todas las comunidades, distritos electorales y adultos mayores del Condado de Riverside. Su aportación a través de esta cuestionario ayudará a nuestra oficina a aprender más sobre las necesidades de los adultos mayores. Por favor, tómese unos minutos para completar la información a continuación.

Presentado por el Consejo Consultivo

Toda la información es **CONFIDENCIAL** y sólo se utilizará para evaluar las necesidades de los adultos mayores en el Condado de Riverside. **Gracias por su ayuda.**

Antes de comenzar: indíquenos su **código postal** para fines de seguimien-

¿Cuál es su género?	<input type="checkbox"/> Masculino <input type="checkbox"/> Femenino
	<input type="checkbox"/> Transgénero (Femenino a Masculino)
	<input type="checkbox"/> Transgénero (Masculino a Femenino)
	<input type="checkbox"/> Género/Género no binario
	<input type="checkbox"/> No Listado/Especifique: _____
	<input type="checkbox"/> Rechazo a declarar
¿Cuál fue su sexo al nacer?	<input type="checkbox"/> Masculino <input type="checkbox"/> Femenino
	<input type="checkbox"/> Rechazo a declarar
¿Cómo describe su orientación o identidad sexual? (Marque solo una)	<input type="checkbox"/> Heterosexual
	<input type="checkbox"/> Bisexual
	<input type="checkbox"/> Gay / Lesbiana / Amor del mismo sexo
	<input type="checkbox"/> Cuestionando / No estoy seguro
	<input type="checkbox"/> No listado / Especifique: _____
	<input type="checkbox"/> Rechazo a declarar

¿Proporciona cuidado o asistencia a otra persona? <input type="checkbox"/> Esposo o Esposa <input type="checkbox"/> Pareja doméstica <input type="checkbox"/> Hijo o adulto dependiente <input type="checkbox"/> Padres o Suegros <input type="checkbox"/> Abuelo <input type="checkbox"/> Otro pariente <input type="checkbox"/> Sin parentesco <input type="checkbox"/> Otro <input type="checkbox"/> No proporciono cuidado	¿Qué tipo de atención proporciona? <input type="checkbox"/> Preparación de la comida <input type="checkbox"/> Ayudar a vestir <input type="checkbox"/> Baño / aseo personal <input type="checkbox"/> Ayuda para caminar <input type="checkbox"/> Administración del dinero <input type="checkbox"/> Transportación <input type="checkbox"/> tareas domésticas <input type="checkbox"/> Otro: _____
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Etnicidad	<input type="checkbox"/> No Hispano o Latino
	<input type="checkbox"/> Hispano o Latino
	<input type="checkbox"/> Rechazo a declarar
Raza: (Por favor, marque una)	<input type="checkbox"/> Blanco
	<input type="checkbox"/> Afroamericano/Negro
	<input type="checkbox"/> Nativo Americano / Nativo de Alaska
	<input type="checkbox"/> Hawaiano / Isleño del Pacífico (Guamaniano, Hawaiano, Samoano, Otro Isleño del Pacífico)
	<input type="checkbox"/> Asiático (Filipino, Laosiano, Camboyano, Japonés, Vietnamita, Chino, Coreano, otro asiático)
	<input type="checkbox"/> Otra Raza
	<input type="checkbox"/> Raza Múltiple
	<input type="checkbox"/> Rechazo a declarar

¿Su edad ?	
¿Número de personas el hogar?	1 2 3 4 5 6 7 8+
	<input type="checkbox"/> Rechazo a declarar
Ingreso del hogar:	\$ _____ por <input type="checkbox"/> Mes <input type="checkbox"/> Año

¿Alguien le proporciona cuidado actualmente? <input type="checkbox"/> Miembro de la familia <input type="checkbox"/> Sin parentesco <input type="checkbox"/> No aplica	¿Qué tipo de atención recibe? <input type="checkbox"/> Preparación de la comida <input type="checkbox"/> Ayuda para vestir <input type="checkbox"/> Bañarse/ aseo personal <input type="checkbox"/> Ayuda para caminar <input type="checkbox"/> Administración del dinero <input type="checkbox"/> Transportación <input type="checkbox"/> tareas domésticas <input type="checkbox"/> Otro: _____
--	--

Por favor, continúe en la parte de atrás

En una escala del 1 al 10, ¿cómo calificaría la calidad general de su vida?

- 10 (la mejor vida posible)
 9 8 7 6 5 4 3 2
 1 0 (Peor vida posible)

Brevemente, por favor díganos por qué?

En una escala del 1 al 10, ¿cuál cree que será su calidad de vida en 5 años?

- 10 (la mejor vida posible)
 9 8 7 6 5 4 3 2
 1 0 (Peor vida posible)

Brevemente, por favor díganos por qué?

EN LOS ÚLTIMOS 6 MESES:

	<i>Totalmente de acuerdo</i>	<i>De acuerdo</i>	<i>Desacuerdo</i>	<i>Muy en desacuerdo</i>
Tengo poco interés o placer en hacer las cosas				
Alguien en mi vida me animó a estar saludable				
Mis amigos y familiares me dieron energía positiva todos los días				
Tuve un evento en la vida que me sigue preocupando				
Me siento seguro en mi hogar				
Me siento seguro en mi comunidad				
Un servicio público fue suspendido debido a mi incapacidad para pagar la factura				
No tuve suficiente dinero para pagar mi renta o hipoteca				
Tuve que elegir entre mis necesidades básicas (vivienda, comida, medicamentos) porque no tenía dinero suficiente para pagar todo				
Cualquier actividad social o de intercambio sería importante o útil para mí				
No tuve transporte para llegar a citas médicas o tratamientos				

¿Ha oído alguna vez de la Oficina de la Tercera Edad?	Si <input type="checkbox"/>	No <input type="checkbox"/>
¿Ha oído alguna vez del Consejo consultivo de la Tercera Edad?	Si <input type="checkbox"/>	No <input type="checkbox"/>

¿Usted? ¿Alguien que usted conoce?

Indique qué servicios recibió usted o alguien que conoce de la oficina de la tercerar edad en los últimos 6 meses:		
¿Usted o alguien que conoce recibió servicios de otra organización? ¿Si es así,Cuál?		
¿Hay algún servicio que necesite, que no haya podido encontrar?		
¿Qué servicios necesitarán usted o alguien que conozca en los próximos 6 meses?		



Evaluación de la Comunidad *Encuesta* Hoja de seguimiento 2021/2022

Si desea obtener más información sobre los programas y servicios de la Oficina de la Tercera Edad, por favor proporcione su información de contacto a continuación:

Presentado por el Consejo Consultivo

Nombre	Numero de teléfono:	Correo Electronico:
Dirección:	Ciudad:	Código postal

Me gustaría saber más sobre:

<input type="checkbox"/> Comidas	<input type="checkbox"/> Clases de promoción de salud	<input type="checkbox"/> Abuelos criando nietos	<input type="checkbox"/> Gestión de la atención
<input type="checkbox"/> Servicios de empleo	<input type="checkbox"/> servicios para cuidadores	<input type="checkbox"/> Programa de Voluntarios	<input type="checkbox"/> servicios legales
<input type="checkbox"/> Asistencia con el seguro de salud	<input type="checkbox"/> Justicia para mayores	<input type="checkbox"/> Información general	<input type="checkbox"/> Otra información
<input type="checkbox"/> Consejo Consultivo sobre la tercera edad			

Nombre	Numero de teléfono:	Correo Electronico:
Dirección:	Ciudad:	Código postal

Me gustaría saber más sobre

<input type="checkbox"/> Comidas	<input type="checkbox"/> Clases de promoción de salud	<input type="checkbox"/> Abuelos criando nietos	<input type="checkbox"/> Gestión de la atención
<input type="checkbox"/> Servicios de empleo	<input type="checkbox"/> servicios para cuidadores	<input type="checkbox"/> Programa de Voluntarios	<input type="checkbox"/> servicios legales
<input type="checkbox"/> Asistencia con el seguro de salud	<input type="checkbox"/> Justicia para mayores	<input type="checkbox"/> Información general	<input type="checkbox"/> Otra información
<input type="checkbox"/> Consejo Consultivo sobre la tercera edad			

Nombre	Numero de teléfono:	Correo Electronico:
Dirección:	Ciudad:	Código postal

Me gustaría saber más sobre

<input type="checkbox"/> Comidas	<input type="checkbox"/> Clases de promoción de salud	<input type="checkbox"/> Abuelos criando nietos	<input type="checkbox"/> Gestión de la atención
<input type="checkbox"/> Servicios de empleo	<input type="checkbox"/> servicios para cuidadores	<input type="checkbox"/> Programa de Voluntarios	<input type="checkbox"/> servicios legales
<input type="checkbox"/> Asistencia con el seguro de salud	<input type="checkbox"/> Justicia para mayores	<input type="checkbox"/> Información general	<input type="checkbox"/> Otra información
<input type="checkbox"/> Consejo Consultivo sobre la tercera edad			

Nombre	Numero de teléfono:	Correo Electronico:
Dirección:	Ciudad:	Código postal

Me gustaría saber más sobre

<input type="checkbox"/> Comidas	<input type="checkbox"/> Clases de promoción de salud	<input type="checkbox"/> Abuelos criando nietos	<input type="checkbox"/> Gestión de la atención
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<input type="checkbox"/> Consejo Consultivo sobre la tercera edad			



Riverside County Office on Aging **ABOUT THIS SURVEY...**

Every four years, the Riverside County Office on Aging develops a new Area Plan to determine the needs of older adults and persons with disabilities.

Assessment surveys help to determine those needs and help the county to better serve all of the communities and constituencies of Riverside County.

Your input on one of these surveys will help our office learn more about what the County's aging population needs in the future.

All information collected is **CONFIDENTIAL** and will only be used to assess the needs of older adults and to update the 2020-2024 Area Plan on Aging.



ABOUT THE QUESTIONS WE ASK...

The ***GENDER*** questions are required by the State of California and are designed to be inclusive of the older adult LGBTQ community. Although we are required to ask these questions, no one is required to answer. The ***ETHNICITY/RACE*** and ***HOUSEHOLD*** questions mirror those that were asked by the 2020 U.S. Census. The ***CARING FOR OTHERS*** and ***CARE YOU RECEIVE*** questions help us to better determine how our community cares for older adults and persons with disabilities. The ***QUALITY OF LIFE*** questions help us determine the current state of well-being older adults are experiencing and their level of optimism toward aging well in the future. The remainder of the questions on the survey help us determine how our services and programs are being utilized by the community.

What Will You Need to Age Well?

- ☞ Food & Nutrition?
- ☞ Nutrition Education?
- ☞ Support for Caregivers, Families & Grandparents?
- ☞ Opportunities to Socialize?
- ☞ Access to Medical Care?
- ☞ Information About Services?
- ☞ Health & Fitness?
- ☞ Legal Assistance?

Tell us what you think...



HOW TO COLLECT SURVEYS 101

IN PERSON:

- Introduce yourself
- Say that you are representing Riverside County Office on Aging's Advisory Council
- Briefly explain what Advisory Council is.
- Introduce the survey and explain what it is and why we need it (*feel free to use the "Why Take the Survey" handout, if needed*).
- Mention that the survey is confidential, and they need not give their name or other personal information.
- Give the person the survey and the "Why Take the Survey?" handout and leave them alone.
- Come back to check on them, but don't hover.
- Collect the survey when finished and give the person an outreach/promotional item. Make sure it is COMPLETE with all questions answered. (Partially answered surveys are not useful).
- If they want more information on OoA, have them complete the separate "Follow Up Sheet"



If the person asks for help completing the survey:

- Read the questions and the response options.
- Let the person respond. DO NOT provide the response yourself even if you think you know the answer.
- Mark their response on the survey and SHOW IT to the person.
- When the survey is complete, show the survey to the participant so they can verify the responses and the survey in total.
- Give the participant one of the outreach/promotional items and thank them for their assistance.

If you LEAVE THE SURVEYS at a location/with a person:

The best option for survey collection is IN PERSON, but if you must leave the surveys, please know the following:

- The return rate on surveys that are dropped off is about **30%**, so for every 100 surveys dropped off only about 30 will be completed and returned to us.
- If you leave the surveys, leave approximately **10% more** than the number you hope to get back at each site.
- Find a location to leave the survey package and outreach items
- Try to set up a secure survey collection box/location
- Let the sites and survey takers know when/how you will return to collect the surveys



5. DISCUSSION ITEMS – None

6. COMMITTEE REPORTS

6.1. ANNUAL REPORT COMMITTEE

6.1.1. REVIEWED AND DISCUSS THE ANNUAL REPORT DRAFT.



6.1.2. APPROVE THE ANNUAL REPORT DRAFT FOR FORWARDING TO THE BOARD OF SUPERVISORS.

Must abstain: None.

Motion by: D. Franklin.

Open Discussion:

Members needed for quorum: 6

Seconded by: D. Brock.

Roll Call Vote: Motion approved.

6.2. BYLAWS REPORT COMMITTEE

6.2.1. REVIEW BYLAWS COMMITTEE REPORT.

6.2.2. REVIEW AND DISCUSS THE REVISED BYLAWS DRAFT.

6.2.3. APPROVE THE REVISED BYLAWS DRAFT FOR FORWARDING TO COUNTY COUNSEL FOR REVIEW.

Must abstain: None.

Motion by: D. Brock.

Open Discussion: None.

Members needed for quorum: 6

Seconded by: S. Mehlman.

Roll Call Vote: Motion Approved.



6. COMMITTEE REPORTS - Continued

6.3. MEMBERSHIP COMMITTEE

6.3.1. REVIEW MEMBERSHIP COMMITTEE REPORT

6.3.2. REVIEW AND DISCUSS THE REVISED OFFICE ON AGING SERVICE AWARD PURPOSE, PROCEDURE, AND NOMINATION APPLICATION.



6.3.3. APPROVE THE REVISED OFFICE ON AGING SERVICE AWARD PURPOSE, PROCEDURE, AND NOMINATION APPLICATION.

Must abstain: None.

Motion by: D. Franklin

Open Discussion: None.

Members needed for quorum: 6

Seconded by: D. Brock

Roll Call Vote: Motion approved.

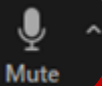
6.4. PLANNING COMMITTEE

6.4.1. REVIEW PLANNING COMMITTEE REPORT

Member Reports are included in the meeting packet.

AGENDA ITEM 6 COMMITTEE REPORTS

*Mute your screen or *6 by phone until called on by the meeting moderator.*



Mute



Stop Video



Security



Participants



Chat



Share Screen



Record



Reactions

Riverside County Advisory Council on Aging

3610 Central Ave., Third Floor, Riverside, CA 92506

Local: (951) 867-3800 ▪ Toll Free: (800) 510-2020 ▪ TRS/TTY: 711

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.

2020 Annual Report

The Advisory Council on Aging shall endeavor to advocate that older persons within Riverside County so that they have full and free enjoyment of the opportunity to achieve an adequate income in retirement; access to the best possible physical and mental health services; suitable housing; access to appropriate institutional care; the opportunity for employment; the ability to pursue meaningful activity within the widest range of civic, cultural, and recreational opportunities; efficient and coordinated community service; information about research that can sustain and improve health and happiness, and freedom and independence in the exercise of individual initiative in planning and managing their own lives. The Riverside County Office on Aging helps to support the Advisory Council by providing staff support and ensuring that joint efforts continue, alignment with the county's 4-year Area Plan on Aging.

ACTIVITIES AND ACCOMPLISHMENTS

- **2020 Caregiver Training, Resource Fair and Appreciation Event** – “Caregivers Matters”; Virtual (ZOOM) Trainings (11/06/20, 11/12/20) - 334 Caregivers participated in the event – Partners included: Department of Public Social Services, Adult Services Department; Public Authority, IHSS Advisory Committee (ACoA members participation), Office on Aging, Foundation on Aging, and UDW.
- **2020 Caregiver Resource Fairs** – 11/18/20 DPSS Indio Work force Development Center – 142 individuals participated; 11/19/20 – IHSS Public Authority – 268 individuals attended (Both events were drive thru events with same partners as listed above).
- **Grandparents Raising Grandchildren Holiday Gift Drive** – Gifts (\$75 value) were distributed to 46 children from twenty families. In addition, each family received a gingerbread house, a \$25 Stater Brothers gift care, goofy bags and one to three board games. GRG partnered with the National Charity League – Corona Chapter, Jurupa Valley Adopt a Family, Office on Aging, as well as the Advisory Council to provide gifts for the GRG Program.
- **Advisory Council on Aging Planning Update** presented and adopted by Council on 01/08/20 founded upon on the new 2020-2024 Area plan on Aging, which focuses on “Supporting the Development of Age-Friendly Communities”; “Developing Engaging Programs and Environments for Older Adults”; “Increased Access to Supportive Services”; and “Educate, Report, and Reduce Elder Abuse and Neglect”. Revised 01/11/20
- **California Master Plan on Aging:** Appointed Liaison to monitor the and provide updates to the Council.

ADMINISTRATIVE ACCOMPLISHMENTS

- Advisory Council on Aging Elections and Installation of New Officers – Completed 06/10/20
- Implemented monthly meetings through ZOOM – Reinstated 08/12/20 - Ongoing
- Re-establishment of Membership Committee, Chair Appointed, Membership Determined – Reviewed, interviewed, selected, and recommended the addition of four members to the council. 10/14/20
- Re-establishment of Planning Committee, Chair Appointed, Membership Determined
- Bylaws Committee convened to revise the current Bylaws for approval from the Board of Supervisors; Members selected – 10/14/20 - Ongoing
- Annual Report Committee formed – Chair and members selected – 10/14/20 – Completion Date 06/30/21

ADDITIONAL ACTIVITIES OF THE ADVISORY COMMITTEE PARTICIPATED

- Senior Rally - May 11, 2020 Sponsored by California Senior Legislators
- 2020 Elder Abuse Awareness Webinar – “Isolation and Loneliness Precursor to Elder Abuse and Exploitation” – June 25, 2020 Sponsored by Riverside County Department of Public Social Services – Adult Services Department
- 2020 C4A & CFILC Integrated Annual Conference (Virtual Platform) December 3, 2020

RECOGNITION OF PREVIOUS COUNCIL MEMBERS FOR OUTSTANDING SERVICE:

2020:

- **IN MEMORIAM:** Venetta “Vee” Maiden served as a member of the Advisory Council on Aging for 15 years, starting in 2005. She was an active member of the Advisory Council and was Chair of the Membership, RCOoA Service (*Telisman*) Award, and Nomination Committees for many years. She will be remembered for her enthusiasm, passion and dedication to older adults and the veterans of Riverside County, and the “angel” she always wore on her shoulder. “Ms. Vee” passed away peacefully in her home surrounded by her loving family on October 5, 2020.



2019:

- Gary Kelley was a member Advisory Council on Aging since 2007 and served as the appointed representative for the County’s First Supervisorial District since 2009. Mr. Kelley served as Advisory Council Chair; Vice-Chair; Parliamentarian; and as a Healthy Living Committee Member. After his retirement from Hospice of the Valleys after 20 years of service, Mr. Kelley also served as the Riverside County In-Home Supportive Services Chair and volunteered his time and services with over 15 community organizations.
- Gloria Sanchez was a member of the Advisory Council from 2002 to 2019. During her tenure, she served as the Supervisor appointees for James Venable, Jeff Stone, and Marion Ashley. Ms. Sanchez served as the Chair of the Council, the Community Connection Committee, the Area Planning Committee, the Leadership Advisory Resource Team, and many other Ad-Hoc Committees. In addition, she served on the 2010 Census Outreach Program for Advisory Council on Aging; was the organizer and facilitator for the following seminars: Senior SCAM Stoppers, Identity Theft/Fraud, Elder Abuse and Emergency Preparedness for Seniors Seminars. At the state level, Ms. Sanchez served as a member of the California Elder Justice Coalition and the Triple-A Council of California (TACC), representing Riverside County.



- As a member of the Riverside County Advisory Council on Aging, Doris Morgan-Hayes dedicated nearly three decades to advocating for older adults, persons with disabilities, and their caregivers in Blythe and throughout Riverside County. For 27 years, Doris faithfully made a 6 hour commute to monthly Advisory Council meetings, also making time to volunteer at the Blythe senior center, her church, local schools, the Cemetery District, and various other boards and commissions, while volunteering 40 to 50 hours per month to the Volunteer Income Tax Assistance program during its annual peak season.



2020 ADVISORY COUNCIL MEMBERSHIP

Officers:

Barbara Mitchell, Chair Steve Mehlman, Vice-Chair Cynthia Lemus, Parliamentarian

Board Appointees:

District 1 Lynda House	District 2 Sharron Lambeth	District 3 Art Salyer	District 4 Javier Lopez	District 5 Debbie Franklin
----------------------------------	--------------------------------------	---------------------------------	-----------------------------------	--------------------------------------

General Members:

- | | |
|-------------------|------------------|
| • Amia Henderson | • Anita Johnson |
| • Bev Greer | • Donald Brock |
| • Luella Thornton | • Victoria Zivku |
| • VACANT | • VACANT |
| • VACANT | • VACANT |

Advisory Council Staff Support:

Jewel Lee, Director	Jamiko Bell, Administrative Services Officer
Gary Robbins, Deputy Director	Stacie Catlin, Program Specialist II
Rachelle Roman, Deputy Director	Ryan Emblem, Administrative Services Analyst II

Riverside County Advisory Council on Aging

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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.

Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment:	Bylaws Committee
Name:	Cynthia Lemus
Title:	Chair
Report Date:	June 9, 2021

Last Meeting/Event:

Date: May 25, 2021

Main Points:

- Draft of Bylaws was presented to committee
 - Draft presented to AC Committee for approval to send to County Council
-

ADVIORY COUNCIL ON AGING
BYLAWS
RIVERSIDE COUNTY OFFICE ON AGING

1. **APPLICABILITY:** These rules and procedures shall apply to and control all advisory committees, boards, and commissions (herein for convenience referred to as “advisory groups”), except as otherwise provided by or pursuant to the law, ordinance, or resolution under which the advisory group is established. This resolution does not apply to certain committees, boards and commissions of the County that have independent legal status as separate public entities.
 - a. Name: The name of this organization is the Advisory Council on Aging herein called “Council.”
 - b. Purpose: The Council is formed pursuant to Resolution 82-327 adopted by the Riverside County Board of Supervisors and Section 9250 et seq. of the Welfare and Institutions Code (WIC) of California. It was established in June of 1974. In connection therewith, the Council shall endeavor to advocate that older persons within the planning and service area of the County have full and free enjoyment of the opportunity to achieve an adequate income in retirement; have access to the best possible physical and mental health services, have suitable housing; have access to appropriate institutional care; have the opportunity for employment; be able to pursue meaningful activity within the widest range of civic, cultural and recreational opportunities; have efficient and coordinated community service which provide assistance in achieving these goals; have information about research which can sustain and improve health and happiness; and have freedom and independence in the exercise of individual initiative in planning and managing their own lives. Nothing within the WIC shall be construed as limiting in any way the ability of the Council to serve as an advocate for all older persons and adults with disabilities.

Bylaws

2. **LIMITATION ON AUTHORITY:** Unless otherwise authorized by law that specifically provides for the establishment and function of a particular advisory group, advisory groups generally shall have no executive, administrative, or operational functions. Their function shall be solely to study and make recommendations to the Board of Supervisors within the scope of the subject matter specified in the statute, ordinance or resolution establishing them, or as specifically referred to them by the Board of Supervisors. Advisory groups shall not be empowered, nor assume by their appointment to be empowered, with authority on behalf of the County to decide matters of county policy; oversee or enter into any contract; procure materials or services; recruit, hire, direct, manage, review, or terminate staff, or involve themselves in any other way in personnel matters; seek, inquire about, or negotiate regarding the purchase, sale, or lease of property; nor to speak on behalf of the County. Advisory groups shall not have, nor assume to have, any authority to raise funds or solicit revenues, nor to incur indebtedness, nor to expend county resources of any type. Any resources necessary for the support of an advisory group's meetings shall be approved by the Board of Supervisors as part of the departmental budgetary process. The Board of Supervisors shall specifically approve any other special or extraordinary expenditures requested by an advisory group.
3. **SCOPE OF INTEREST:** The scope of each advisory group's interest and activity shall be limited to that specified in the law, ordinance or resolution establishing or providing for the advisory group. If not so specified, the scope shall be as indicated by the title of the advisory group and directive from the Board of Supervisors.
4. **DURATION:** In proposing establishment of an advisory group, the proponents shall consider the duration necessary for the advisory group to accomplish its mission in light of the advisory group's purpose and scope.
5. **STRUCTURE:** The number and qualifications of members, the method of their nomination and appointment, and their terms of office should normally be set forth in the statute, ordinance or resolution providing for or establishing the advisory group. If not so specified, provisions shall be as follows:
 - a. **Number.** The number of members shall be seventeen (17).
 - b. **Length of Terms.** Terms of appointment for each appointee shall, at the recommending Board member's discretion, be for not less than two years and not more than four years from

Bylaws

the last preceding July 1, except that a majority of the members first appointed shall be appointed for half the term of the remainder of the members, and ex officio members shall serve while they hold office. The term of office of members shall be for a three (3) year period commencing on the first day of July. Advisory Council members whose terms are expiring are required to complete a three (3) year evaluation and request to remain on the Council. Evaluations will be reviewed by the Membership Committee and will forward its recommendation to the Council for action at the next regular meeting. This reappointment procedure does not include the five (5) members appointed by the Board of Supervisors. If the reappointment is approved by the Council, the information shall be transmitted to the Riverside County Board of Supervisors for review and final approval.

If appointed other than on July 1 to fill a vacancy, the term shall be considered as a full three-year term if appointed prior to the mid-point of the vacancy to which the member is appointed. ~~If the appointment is after the mid-point of the vacancy to which the member is appointed.~~ If the appointment is after the mid-point, the term shall not be considered a full term and the member shall be eligible to serve one full term following this appointment to fill a vacancy. The Council may on the recommendation of the Membership Committee, reappoint members with the exception of supervisorial appointees.

- c. **Residence requirements.** The Board of Supervisors shall make their best effort to nominate and appoint persons who are both registered voters and either reside or own businesses within the supervisorial district they are appointed to represent. In the event an appointee no longer resides or owns a business in the supervisorial district that they were appointed to represent, it is that appointee's responsibility to notify the secretary of their advisory group and the office of that supervisorial district in writing. In the event appointees move their residences or businesses from one supervisorial district to another, or the boundaries of supervisorial districts change, Board members retain discretion whether or not to allow their appointees to serve out their term as representatives of the supervisorial district that they were appointed to represent. Upon taking office, newly elected members of the Board of Supervisors shall have discretion whether or not to retain appointees representing their supervisorial district where such removal does not conflict with any provisions of a duly enacted ordinance, including amendments thereto, of Riverside County, or conflict with any provisions of statute or regulation. Appointees may be under the age of eighteen if appointed to a youth advisory group all of whose members are eighteen or under at the time of appointment pursuant to the law, ordinance, or resolution under which said advisory group is established.
- d. **Membership. Council membership shall consist of seventeen (17) members and be composed of:**
- (1) A majority of persons sixty (60) years of age or older.
 - (2) Service providers
 - (3) Members who reflect the Districts established by the Board of Supervisors or the geographic, racial, economic, and social complexities of the Planning and Service Area.
 - (4) At least one (1) member who represents the interest of the disabled.
 - (5) The Director of the Office of Aging, or his/her designee, who shall serve as ex officio member.
 - (6) Each member shall be a resident of Riverside County or be employed within the county.

Bylaws

- (7) Five (5) members shall be appointed by the Board of Supervisors and such membership appointments shall include one (1) person from each Supervisorial district.
 - (8) The Council shall appoint the remaining twelve (12) members.
 - (9) To comply with the composition as prescribed above, the Director of the Office on Aging shall be responsible for making appointee recommendations to the Board of Supervisors and Council.
- e. **Nomination.** Members of the Board of Supervisors may nominate, screen, interview and recommend for Board appointment eligible persons in such manner as best suits the Board member's interests. Appointments shall be made consistent with this resolution.
- f. **Vacancies.** A vacancy shall exist under the following conditions:
- (1) The expiration of a term;
 - (2) The written resignation, death, or loss of residence requirements of an incumbent.
 - (3) When a member fails to attend three consecutive meetings of the advisory group, such absence is not excused by the advisory group, those facts are reported by the secretary of the advisory group to the Board of Supervisors, and said Board declares the vacancy. Vacancies shall be filled for the unexpired term of the prior incumbent. If more than one vacancy exists, the appointing authority may specify the vacant position and term there being filled by each appointee. Otherwise, the longest unexpired term shall be filled by the person first appointed, and in successive order to the shortest term. Vacancies shall normally be filled in accordance with the Maddy Local Appointive List Act of 1975.

Bylaws

- g. **Reappointment.** To encourage varied citizen participation in advisory groups, the Board of Supervisors shall generally seek new appointees to replace individuals who have served for eight consecutive years. Board members retain the discretion to reappoint individuals regardless of the length of time served on any advisory group.
- h. **Removal of a member.** Members of advisory groups serve at the pleasure of the Board of Supervisors. Notwithstanding a specified length of a term for a member, the Board may remove any member at any time for any reason.

6. **CLERK OF THE BOARD:**

- a. **Coordination.** The Clerk of the Board shall prepare and maintain information clearly and concisely summarizing the purpose, scope, history, and sunset dates of the Board's various advisory groups. The Clerk of the Board shall also maintain and update a master list of all appointees to each advisory group, including the history of each appointment and the expiration dates of their terms.
- b. **Notification.** The Clerk of the Board is responsible for notifying members of the Board of Supervisors of the dates when appointees' terms expire, and of any vacancies as they arise.
- c. **Policy Review.** By November of each even-numbered year, the Clerk of the Board shall prepare and forward to the Executive Office an updated summary of Board-appointed advisory groups for policy review, including a listing of any advisory groups whose sunset dates will occur within the subsequent two-year period. The Executive Office shall return to the Board by the end of December that year with recommendations regarding each advisory group, including recommendations regarding any advisory group scheduled to sunset.

Bylaws

7. **ELECTED OFFICERS:** Each advisory group shall choose a chair and a vice chair and parliamentarian. This shall be done at least annually at the first meeting on or after July 1. To limit the length of consecutive terms an individual may serve as chair or vice chair, and to provide a rotation system that allows for an orderly selection process consistent with the intent of Board Policy A-3, as may be amended from time to time in the conduct of county business, advisory groups shall elect officers as follows:
- a. Whenever possible and appropriate, the vice chair from the previous year shall be automatically nominated as chair the subsequent year.
 - b. Neither the chair nor vice chair shall occupy the same office for more than one year at a time, and a person who serves as chair one year shall not serve as vice chair the following year.
 - c. Elected officers serve at the pleasure of the remaining members, who may remove them as officers at any time by affirmative vote of a quorum.
 - d. In the event the chair vacates that office for any reason, the vice chair automatically assumes the office of chair, and shall call for an election at the next meeting of the advisory group to fill the office of vice chair in the manner specified above.
 - e. Chair is eligible to serve or be nominated once (1) within a three (3) year period.
8. **SECRETARY:** Each advisory group will normally be related to or affiliated with a specific county department. The head of that department, or his designee, shall serve as secretary of the advisory group, and as such shall be responsible for carrying out the duties of that office outlined below.
9. **DUTIES:** Aside from executing official correspondence of the advisory group, the elected officers of an advisory group shall have no executive or administrative authority. The duties of the officers and members generally are as follows:
- a. **Chair.** It is the responsibility of the chair to:
 - (1) Be thoroughly familiar with the advisory group's rules of order, bylaws, enabling resolutions, and relevant county policies, practices, protocols, and procedures, including this resolution;

Bylaws

- (2) Inform the members, when necessary or referred to for that purpose, on pertinent points of order or practice;
 - (3) Open and call official meetings of the advisory group to order;
 - (4) Announce the business of the day;
 - (5) Recognize members entitled to the floor;
 - (6) State, call for and put to vote all questions moved or necessary in the course of the proceedings, and to announce the results of the vote;
 - (7) Expedite business in every way compatible with the rights of the members;
 - (8) Restrain members engaged in debate within the rules of order; and,
 - (9) Enforce on all occasions the observance of civility, order and decorum among the members and others in attendance.
 - (10) Serves as ex officio member of all Council committees, with the exception of the Membership Committee.
 - (11) Appoint Special Committees with the concurrence of the Executive Committee of by majority vote of the Council.
 - (12) Call special meetings of the Council and the Executive Committee when indicated.
- b. **Vice Chair.** It is the responsibility of the vice chair to preside in the chair's absence. In cases of the chair's illness, resignation, or death, the vice chair of an advisory group is first in line to assume the office of chair for the remainder of the unexpired term. Advisory groups should nominate and elect a vice chair who is both competent and willing to perform the duties of the chair.
- c. **Parliamentarian.** It is the responsibility of the parliamentarian to:
- (1) Act as an advisory to the Council on parliamentary procedure
 - (2) Shall be the Chairperson for the Bylaws Committee
 - (3) In the absence of the Chairperson and Vice Chairperson, supervise the election of a Chairperson pro tempore.
- d. **Secretary.** It is the responsibility of the secretary to:

Bylaws

- (1) Keep the official records of the advisory group;
- (2) Record in the formal minutes the actions of the group;
- (3) Keep a roll of the members and call roll when required;
- (4) Post notice of public meetings in accordance with the Brown Act;
- (5) Format, compile, prepare, post, and distribute meeting agendas and materials to the members of the advisory group in accordance with the Brown Act;
- (6) Post signage for meeting locations;
- (7) Conduct correspondence for the group as necessary and appropriate;
- (8) Maintain in good order the advisory group's rules of order, bylaws, enabling resolutions; and,
- (9) Be familiar with relevant regulations, policies, practices, protocols, and procedures, including this resolution and Board Policy, as may be amended from time to time in the conduct of county business. Furthermore, in the event of a disturbance or circumstance that, in the secretary's sole judgment, constitutes a risk to security, safety, or public order, the secretary shall be responsible and have the authority to take such measures deemed necessary at the time.

Bylaws

- e. **Members.** It is the responsibility of each appointee and member of the Advisory Council to county advisory groups to respect and uphold county policies, practices, protocols, and procedures. It is the responsibility of each appointee and member to always conduct themselves with appropriate civility, respect, and decorum, mindful that their conduct before the public reflects upon the integrity of the County and the Board of Supervisors.
- (1) **Removal of Members:** The Board of Supervisors may terminate the membership of Member for cause, including but not limited to: missed meetings; violations of Brown Act and violation of Bylaws.
- f. **Representation.** An advisory group, its officers, or the members of an advisory group, shall not represent the County to any state, county, city, special district, or school district, agency, or commission, nor to any other organization or members of the public, on any matter unless specifically authorized to do so by the Board of Supervisors.
- g. **Public Information.** Advisory groups, their officers, and their members shall coordinate in advance through the appropriate designee within the Executive Office all contacts with the press and any press releases. Advisory groups, their officers and their members shall refer all inquiries by the press regarding county operations, events, or other county business to the appropriate county staff.
- h. **Standing Committees.** The Council shall have the following committees:
- (1) Executive Committee. Composed of the Chairperson, Vice Chairperson and Parliamentarian. Shall conduct an internal hearing with the membership to establish a program for committee work to educate the public and advocate and support senior issues as identified by Council's four-year Area Plan on Aging and any new emerging needs.
- Bylaws Committee. Composed of the Parliamentarian and four (4) additional members. Shall conduct an internal review of the adopted bylaws to align with Riverside County Area Plan.
- (2) Ad Hoc Committees. Shall be determined on an as-needed basis to help with the Advisory councils' goals and objectives and to align with the four-year Area Plan on Aging.

Bylaws

- i. Committee Eligibility. Members must serve a minimum of one (1) year before being eligible for standing committees or committees related to the selection of member of the council. Only one (1) member of the executive committee shall be able to serve on any other Ad Hoc committee.
 -
10. **BYLAWS:** Advisory groups shall not be required to adopt bylaws. Any bylaws which an advisory group adopts shall contain the provisions for rules of order and procedure governing the functions of the advisory group and shall neither duplicate nor conflict with the rules contained in this resolution, nor with any statute, ordinance or resolution providing for or establishing the advisory group or governing its conduct. The bylaws adopted by any advisory group shall be reviewed and approved as to form by County Counsel and submitted to the Executive Office for approval by the Board of Supervisors in accordance with Board Policy A-5, as may be amended from time to time in the conduct of county business. In instances where existing advisory group bylaws, policies, or procedures are inconsistent with this resolution or any other county policy, this resolution and Board Policy shall take precedence. If an advisory group does not adopt by-laws, they shall refer instead to this resolution and applicable Board Policy.
 - a. Amendment to Bylaws- Advisory Council bylaws shall be reviewed every four (4) years or the first (1) year of the planning year to align with the Riverside County Area Plan. Amendments, repeals, and new bylaws may be adopted at any regular meeting of the Council, subject to the approval of the Riverside County Board of Supervisors, by majority vote of members.

11. **MEETINGS:**

- a. **Ralph M. Brown Act (Brown Act).** All advisory groups and their members shall conduct themselves in accordance with the Brown Act.
- b. **Rules of order and procedure.** Robert's Rules of Order may be used as a general guide for the conduct of advisory groups. When necessary for orderly conduct, an advisory group may outline specific rules of order and procedure in their bylaws.
- c. **Quorum.** A quorum shall consist of a majority of the total number of members of the advisory group established by the Board of Supervisors, whether filled or vacant. Any action of the advisory group shall require affirmative votes of not less than a quorum. An advisory group cannot give unanimous consent when a quorum is not present. Formal actions taken when a quorum is not present are not valid. If a quorum is not present at the noticed meeting time, the chair or vice chair shall wait a few minutes before taking the chair. The only business an advisory group shall transact in the absence of a quorum is to:
 - (1) Take measures necessary to obtain a quorum.
 - (2) Fix the date and time to which to adjourn;
 - (3) Adjourn or take a recess; and/or,
 - (4) Continue the entire agenda to the next meeting.
- d. **Date and time.** Each advisory group shall establish by standing order dates and times for their regular meetings, which shall be at least quarterly. Advisory groups shall choose dates and times to avoid conflicts with county holidays and other official standing meetings of the County that would prohibit or limit participation. Meetings shall begin promptly at, but no sooner than, the publicly noticed meeting time. The Council shall attempt to hold a minimum of ten (10) monthly regular meetings each calendar year within Riverside County at such place therein and at such time as shall be fixed by standing order of the Council.
- e. **Canceling meetings.** An advisory group may dispense with any regular meeting by an affirmative vote of a quorum of the advisory group made at any preceding regular meeting.

- f. **Location.** In order to assure the safety of and consistent accessibility by the public, advisory groups shall establish by standing order one or two locations at which to hold their regular meetings. These locations shall be within the County of Riverside and on the grounds of publicly maintained facilities, such as county offices or administrative centers, public libraries, or public schools. Meetings of advisory groups should not be held in any location or facility that requires, or which good manners would imply, that attendees purchase goods or services (including meals or refreshment) as a condition of attending the meeting, unless with the prior unanimous consent of the advisory group and the concurrence of the department with which they are affiliated. No one attending such a meeting of an advisory group shall be compelled, nor made to feel compelled, to patronize the establishment before, during or after the meeting. All meeting locations must meet the safety requirements stated below.
- g. **Safety.** Pursuant to Board Policy C-12, as may be amended from time to time in the conduct of county business, in the conduct of county business it is the goal of the Board of Supervisors to assure, as far as possible, safe, accessible, and healthful working conditions for county staff, members of advisory groups, and the general public. Consequently, all regular and special meetings of advisory groups and their subcommittees shall be held at such locations and in such a manner to assure the safety of and provide the greatest possible accessibility feasible to all attendees. This includes adequate and accessible parking, accessibility from parking to the meeting rooms, adequate and accessible restroom facilities available to both men and women, and meeting rooms of adequate size and seating with multiple exits easily accessible and available in an emergency to all attendees. No person shall be allowed to stand or sit in such a way that blocks doorways or exits. Consistent with Board Policy A-2, as may be amended from time to time in the conduct of county business, smoking in the meeting room of any advisory group is strictly prohibited before, during and after advisory group meetings.
- h. **Agenda.** The secretary shall be responsible for formatting, compiling, preparing, posting, and distributing the agenda of each meeting of an advisory group in accordance with the

Brown Act. The agenda shall contain the following elements in the simplest format possible to communicate most efficiently and effectively with the public:

- (1) The name of the advisory group;
- (2) The date, time, and place of the meeting;
- (3) A sequentially numbered list of brief general descriptions of each item of business to be transacted or discussed at the meeting. In order to facilitate efficient compiling and preparing of the agenda and agenda packet, and subsequent preparation of the meeting minutes, the secretary may choose to establish forms and formats in which submittals to the agenda must be made.

i. **Restrictions on non-agenda items.** The Brown Act generally prohibits any action or discussion of items not on the agenda, with three exceptions:

- (1) When a majority makes a finding of an “emergency situation” as defined under the Brown Act;
- (2) When two-thirds of the members present (or all members if less than two-thirds of the members are present) make a finding there is a need for immediate action which arises after the agenda is posted; or,
- (3) When an item appeared on and was continued from a meeting held not more than five days earlier. Within the provisions of the Brown Act, an advisory group may briefly respond to comments or questions from members of the public, provide a referral to staff or other resources for factual information, or request that an issue be placed on a future agenda.

j. **Closed sessions.** There should be no circumstances in which a typical county advisory group will need to hold closed sessions as provided for under the Brown Act. Any advisory group having such need must adhere strictly to the provisions of the Brown Act in conducting such meetings when so authorized by the Board and approved in advance by County Counsel.

k. **Taking items out of order.** An advisory group may, on passage of a motion, take any matter on their agenda out of the order listed on that agenda.

Bylaws

- l. **Abstentions.** If an advisory group is unable to make a decision on any matter when presented because of an abstention vote, the advisory group shall adjourn consideration of the matter until their next regular meeting.
- m. **Conflicts of interest.** Consistent with the provisions of Board Policy A-2, as may be amended from time to time in the conduct of county business, an advisory group member who has a financial, economic, or direct personal interest in a governmental decision before them, upon identifying a conflict of interest or potential conflict of interest, immediately prior to consideration of the matter shall:
 - (1) Publicly identify the financial, economic, or direct personal interest that gives rise to the conflict of interest or potential conflict of interest in sufficient detail to be understood by the public, except that disclosure of the exact street address of a residence is not required; and,
 - (2) Recuse themselves from discussing, voting, and officiating on the matter; and,
 - (3) May be requested to leave the room until after the discussion, vote, and any other disposition of the matter is concluded; and,
 - (4) Notwithstanding the above, may speak on the issue in the same manner as a member of the audience during the time that the general public speaks on the issue. In accordance with the spirit of the Political Reform Act (Government Code Section 87100, et seq.), a vote to abstain is not appropriate in matters in which an advisory group member has, or has reason to know they have, a financial, economic, or direct personal interest. No advisory group member shall count toward a quorum, nor shall they in any way make, participate in making, nor use their appointment to influence the making of a governmental decision in which they have, or have reason to know they have, a financial, economic, or direct personal interest. Governmental decisions include, but may not be limited to, decisions of the advisory group on which they serve, of county staff, or of the Board of Supervisors.
- n. **Minutes.** The secretary shall be responsible for taking, preparing and keeping the formal written minutes of all meetings. The minutes shall contain the following elements:

Bylaws

- (1) The kind of meeting (such as regular or special);
 - (2) The name of the advisory group;
 - (3) The date and place of the meeting;
 - (4) The fact of the presence and names of the chair presiding and the secretary, or their substitutes;
 - (5) Whether the minutes of the previous meeting were approved;
 - (6) Points of order and appeals, whether sustained or lost, and all motions (except those withdrawn) including the name of the maker and seconder of the motion and names of those voting for, against and abstaining; and,
 - (7) The times the meeting started and adjourned. In consideration of the use of county resources and in keeping with recognized rules of order, transcriptions of the deliberations or discussions of a meeting shall not be required as part of official meeting minutes. The secretary shall forward a copy of the minutes to the Clerk of the Board of Supervisors promptly after the minutes are prepared and signed by the secretary; it shall not be necessary to await approval of the minutes by the advisory group.
- o. **Public communications.** Any member of the public wishing to speak to an advisory group on an agenda item before a vote is taken may notify the secretary in writing of their request to speak. Any member of the public may also speak to any advisory group during the time designated on the advisory group's agenda for oral communications from the audience. If they choose, they shall be allowed to communicate with assistance, such as a translator. The chair may use discretion in limiting the time allotted each speaker as necessary to maintain order and/or expedite the business of the advisory group. Any member of the public may also submit comments in writing on any agenda item before a vote is taken.
- p. **Decorum.** The chair of an advisory group shall maintain decorum, focus and civil discourse in the conduct of public business while a meeting of an advisory group is called to order.

- q. **Removal from meetings.** Consistent with Board Policy A-2, as may be amended from time to time in the conduct of county business, the chair of an advisory group shall order removed from the meeting room any person who commits the following acts in respect to a regular or special meeting of the advisory group:
- (1) Disorderly, contemptuous, or insolent behavior toward the advisory group, any member thereof, or of staff, that disrupts the orderly course of such a meeting; or,
 - (2) A breach of the peace, boisterous conduct, or violent disturbance that tends to interrupt the due and orderly course of such a meeting; or,
 - (3) Disobedience of any lawful order of the chair, which shall include an order to be seated, or to refrain from addressing the advisory group; or,
 - (4) Any other unlawful interference with the due and orderly course of such a meeting. Any person so removed shall be excluded from further attendance at the meeting from which they are removed, unless permission to attend is granted by a motion adopted by a majority vote of the advisory group.
- r. **Adjourning meetings.** Advisory groups shall conclude all regular meetings by adjourning to a location, time, and date certain, which may be either before or after the date of the next meeting of the advisory group.

12. **REPORTS AND RECOMMENDATIONS:**

- a. **Reports.** Each advisory group shall by June 30 of each year file with the Board of Supervisors an annual report of its activities, may file a special report whenever the advisory group deems it desirable to do so, and shall file a report when requested to do so by the Board of Supervisors. All reports shall be submitted through the Executive Office for placement on the Board of Supervisors' agenda in accordance with Board Policy A-5, as may be amended from time to time in the conduct of county business. The Advisory Council shall file the following reports:
- (1) **Annual Report.** The Council shall file with the Board of Supervisors, the Office on Aging, California Department of Aging, California Commission on Aging, the Senate Sub-Committee on Aging and Long-Term Care and insofar as resources permit, all

other interested parties, a copy of the Council's annual report. A draft shall be submitted annually by the end of December.

(2) **Special Reports.** The Council may file a special report with the Board of Supervisors whenever it deems desirable to do so and shall file a report(s) when requested by the Board of Supervisors.

b. **Recommendations.** The recommendations of each advisory group shall be submitted through the Executive Office for placement on the Board of Supervisors' agenda in accordance with Board Policy A-5, as may be amended from time to time in the conduct of county business. The recommended motion shall be the motion formally approved by the advisory group. County departments or agencies shall retain the right to include an alternate recommendation for Board consideration. In instances where the staff recommendation differs from the advisory groups, staff shall notify the advisory group of the alternate recommendation and time/date that the Board will consider the matter.

13. **FORMAL COMMUNICATIONS:** Formal communications from any advisory group to the Board of Supervisors shall be dated and signed by an officer of the advisory group and shall fairly and accurately represent the position and/or sentiments of the advisory group as formally reflected in their meeting minutes.

14. **COMPENSATION AND EXPENSES:** Each member shall serve without compensation or reimbursement of expenses unless otherwise provided in accordance with statute, ordinance or resolution authorizing the same and specifying the details thereof.

a. **Reimbursement of Expenses.** Reimbursement, at the current rate paid by the county according to Ordinance 440, Section 11E, shall be made for the member's actual and necessary mileage for attendance at regular monthly meetings of the Council. Actual expenses incurred during the performance of approved department activities, including travel, mileage, meals and lodging, will be reviewed and reimbursed at the discretion of the Office on Aging, and in accordance with Board Policy D-1: *Reimbursement for General Travel and Necessary Expenses.*

15. **DISSOLUTION:** Should it be determined an advisory group does not function consistent with the procedures set forth in this resolution, or any subsequently adopted rules, resolutions, ordinances or

Bylaws

laws, the Board of Supervisors may, at any time and in its sole discretion, dissolve the advisory group by resolution. An advisory group with a sunset clause shall dissolve automatically upon their specified sunset date unless the Board of Supervisors amends their sunset clause to extend their sunset date in advance.

DRAFT

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Riverside County Advisory Council on Aging

3610 Central Ave., Third Floor, Riverside, CA 92506
Local: (951) 867-3800 • Toll Free: (800) 510-2020 • TRS/TTY: 711

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.

Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Membership Committee
Name: Anita Johnson
Title: Chair
Report Date: June 9, 2021

Last Meeting/Event: Meeting

Date: May 28, 2021

Main Points:

- **Office on Aging Service Award**
 - Discussed nomination process.
 - Revised brochure.
 - **New Member Appointments and General Member Reappointments**
 - Pending Board of Supervisors approval.
 - **Third District Reappointment**
 - Pending appointment.
 - **Officer Elections**
 - Completed.
 - 2021-2022 new officers announced during the June Advisory Council meeting.
-

PHILOSOPHY

Our Vision

Hope for today with expanded possibilities and choices for tomorrow.

Our Core Value

The right to age with dignity.

Our Purpose

To enhance quality of life across generations through innovation and partnerships.

Our Promise

To listen with respect, to foster trust, and to serve with compassion and commitment in a timely manner



BRIEF HISTORY

The Riverside County Office on Aging Service Award was first presented in 1995. Formerly known as the “George Telisman Memorial Award”, it was established in honor and recognition of the agency’s former director, George Telisman.

George Telisman was the Director of the Office on Aging from 1991 to 1994. George was an innovative, creative leader and was the foundation on which our agency’s outstanding customer service was built. George changed the way the community viewed seniors and adults with disability and laid the groundwork for how the Office on Aging currently advocates and reaches out to seniors in our community.

“The humanistic model of serving the elderly recognizes the potentials of the individual instead of stressing the person’s problems. It establishes the person with chronic conditions as the team leader and the professionals as team members.”

~George Telisman



For Outstanding Contributions to
Older Adults and Persons with
Disabilities

Nomination Form

Purpose

The purpose of the Office on Aging Service Award is to recognize and celebrate an individual who demonstrates outstanding contributions, leadership, and commitment to promote and support a life of dignity, wellbeing and independence for older adults and persons with disabilities.

Recipient

The selected recipient will represent the Office on Aging for a one-year term. Throughout the year, the recipient will participate at designated virtual and in-person community events, exemplifying the leadership, advocacy, and PHILOSOPHY of the Office on Aging.

Nominee Eligibility

Any person who consistently works to make positive and significant contributions to older adults and persons with disabilities in the Riverside County community and who displays the highest degree of respect, professionalism, and integrity through service, advocacy, innovation, and collaboration.

Who Can Nominate?

Any member of the community.



Selection Process

All applications will be reviewed by the Advisory Council Membership Committee. The Membership Committee's recommendation will be forwarded to the general council for final approval.

Award Presentation

The award will be announced at the regular Advisory Council meeting in January of each year. The award presentation date may vary depending upon the recipient's availability.

Nomination Submission

Required for nomination submission:

- Completed application (attached)
- Short-written narrative

Mail or email to:

Attn: Advisory Council
Riverside County Office on Aging
P.O. Box 2099
Riverside, CA 92516
rcaging@rivco.org

Submission Deadline

***SEPTEMBER 30**

**Submission deadline for Advisory Council members is
SEPTEMBER 1*



Application

NOMINEE

First Name Last Name

Agency or Organization Affiliation

Title

Address

City Zip Code

Phone Number

Email

NOMINATED BY

First Name Last Name

Agency or Organization Affiliation

Title

Phone Number

Email



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Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment:	Planning Committee
Name:	Debbie Franklin
Title:	Chair
Report Date:	June 9, 2021

Last Meeting/Event: Meeting

Date: June 1, 2021

Main Points:

- Reviewed the Community Assessment Survey draft.
 - Determined Dr. Bell would provide companion documents that will help members explain the survey to the public.
 - *How to Collect Surveys 101*
 - *Why Take the Survey?*
 - Determined the Office on Aging Outreach Team would provide refrigerator magnets or similar items, that bear the Office on Aging's contact information, for distribution with surveys.
 - Determined Office on Aging staff will send a survey soon to determine how members would like to receive surveys and companion items.
 - Those pending membership approvals are encouraged to collect assessment surveys during the summer.
-

7. LIAISON REPORTS

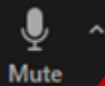
7.1. California Senior Legislature – Steve Mehlman

7.2. Grandparents Raising Grandchildren – Sharron Lambeth

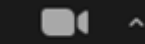
[Member Reports are included in the meeting packet.](#)

AGENDA ITEM 7 LIAISON REPORTS

*Mute your screen or *6 by phone until called on by the meeting moderator.*



Mute



Stop Video



Security



Participants



Chat



Share Screen



Record



Reactions

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Member Report

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- Senior Center Ambassador Report

Assignment:	California Senior Legislature (CSL)
Name:	Steve Mehlman
Title:	Chair
Report Date:	June 9, 2021

Other Relevant Information:

- Nearly 500 people participated in the CSL virtual Rally Day at the Capitol on May 4. Event included important updates on the Master Plan on Aging and the Governor's Budget proposal, along with sessions dealing with the five major goals of the Master Plan.
 - Video of the rally will be available on a YouTube link in the near future.
-

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Committee / Liaison / Senior Center Ambassador Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment:	Grandparents Raising Grandchildren (GRG)
Name:	Sharron Lambeth
Title:	Liaison
Report Date:	June 9, 2021

Meeting/Event: Zoom Workshop

Last Meeting/Event Date: N/A

Main Points:

- GRG Support Group: Workshop scheduled May 25, 2021, by Martha Lepe
 - Attendance: 7 grandparents
 - Topic: Trauma Based Assessments
 - Presented by: Victoria Stephens, The Stephen's Center
-

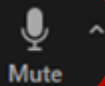
8. SENIOR CENTER AMBASSADOR REPORTS

8.1. Senior Center Updates

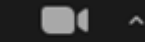
Member Reports are included in the meeting packet.

AGENDA ITEM 8 SENIOR CENTER AMBASSADOR REPORTS

*Mute your screen or *6 by phone until called on by the meeting moderator.*



Mute



Stop Video



Security



Participants



Chat



Share Screen



Record



Reactions

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Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Senior Center/Focal Point
Name: Anita Johnson
Title: Senior Center Ambassador
Report Date: June 9, 2021

Last Meeting/Event: Various Senior Center Updates

Date: June 1, 2001

Main Points:

- **Anza Community Hall/RSB Indian Health**
 - Expecting to re-open after June 15th
 - Currently offering minimal services - (M W F)
 - Fit After Fifty classes
 - Registration and Mask required
- **Desert Hot Springs Senior Center**
 - Not open for all services
 - Currently offering the Farmers Market
 - Will begin to re-open on June 15th, with a Grand Opening on July 1st
 - The Office on Aging was offered an information table at the July event
- **La Quinta Wellness Center**
 - Not fully open
 - Offering exercise classes
 - Wednesdays 6 a.m. -1 p.m.
 - By appointment only
 - Masks required
- **La Sierra Senior Center**
 - Open M-F 8am-5pm with limited services
 - Only exercise and art classes available
 - Masks required

- **Marion Ashley Community Center**

- Not open
- Re-open date TBD

- **Mizell Senior Center**

- Planning a soft re-opening for Tuesday June 15th for members only

- **The LGBTQ Community Center**

- Not open.
- Food service is being offered offsite

- **Ysamel Villegas Community Center**

- Not open to full capacity
 - Services offered: application assistance and food
 - By appointment only
-

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Committee / Liaison / Senior Center Ambassador Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Senior Center/Focal Point
Name: Sharron Lambeth
Title: Senior Center Ambassador
Report Date: June 9, 2021

Meeting/Event: Corona Senior Center Update

Last Meeting/Event Date: May 28, 2021

Main Points:

- Currently open at 25% capacity, with physical distancing & mask requirements.
 - Hosting “No Contact” Group Exercise/Dance Programs.
 - Registration required to participate.
 - Requested OoA informational material.
-

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Committee / Liaison / Senior Center Ambassador Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Senior Center/Focal Point
Name: Sharron Lambeth
Title: Senior Center Ambassador
Report Date: June 9, 2021

Meeting/Event: Eddie Dee Center Update

Last Meeting/Event Date: May 27, 2021

Main Points:

- Grand Opening scheduled 4/15/21, from 10:30 am – 2:00 pm.
 - Opening at 25% capacity with physical distancing & mask requirements.
 - Scheduling some classes & pool table play – registration required.
 - Requested “give-away” items from OoA for Grand Opening.
 - Requested OoA informational material for Grand Opening.
-

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Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Senior Center/Focal Point
Name: Barbara Mitchell
Title: Senior Center Ambassador
Report Date: June 9, 2021

Last Meeting/Event: Rose M. Eldridge Center Update

Date: May 28, 2021

Main Points:

- Reopening is tentatively scheduled for end of June
 - Drive-thru meal distribution is scheduled for Fridays from 9:00 – 10:00 am
-

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Member Report

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- Liaison Report
- Senior Center Ambassador Report

Assignment:	Senior Center/Focal Point
Name:	Barbara Mitchell
Title:	Senior Center Ambassador
Report Date:	June 9, 2021

Last Meeting/Event: Joslyn Center Update

Date: May 25, 2021

Main Points:

- Reopening center on June 2, 2021
 - Phased-in reopening guidelines
 - *May End Senior Hunger Campaign*
-

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Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Senior Center/Focal Point
Name: Javier Lopez
Title: Senior Center Ambassador
Report Date: June 9, 2021

Last Meeting/Event: Various Senior Center Updates

Date: June 1, 2021

Main Points:

- **Torres Martinez Center**
 - Point of contact was unavailable. Will follow up soon.
 - **Indio Senior Center**
 - Point of contact was unavailable. Will follow up soon.
 - The center will re-open on June 22nd.
 - **Coachella Senior Center**
 - Interested in ways to provide computers and training to seniors.
 - **Mecca and La Quinta Senior Centers**
 - Contact pending.
-

9. CLOSING COMMENTS – All

D. Franklin:

Discussed a Home Buyers' education event that would take place on June 12, 2021, from 10 a.m. to 12 p.m. Promised to forward a flyer to staff for distribution.

10. MOTION TO ADJOURN – Barbara Mitchell

Must abstain: None.

Motion by: V. Zivku

Roll Call Vote: Motion approved.

Members needed for quorum: 6

Seconded by: D. Franklin

Meeting Adjourned: 11:51 a.m.

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

Administrative Services Officer/Planner: Jamiko Bell

Program Specialist II: Stacie Catlin

Administrative Services Analyst II: Ryan Emblem

Advisory Council Officers

Chair: Steve Mehlman

Vice Chair: Javier Lopez

Parliamentarian: Barbara Mitchell

Board of Supervisors Appointees

District I: Lynda House

District IV: Javier Lopez

District II: Sharron Lambeth

District V: Debbie Franklin

District III: Vacant

Members

Anita Johnson

Bev Greer

Donald Brock

Luella Thornton

Vacant

Vacant

Vacant

Vacant

Vacant

Committee Assignments

Standing Committees

Executive	Steve Mehlman – Chair Javier Lopez – Vice Chair Barbara Mitchell – Parliamentarian
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Bylaws	Barbara Mitchell – Chair	Anita Johnson Cynthia Lemus Debbie Franklin Lynda House
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Advisory Council Ad-Hoc Committees

Advocacy	Steve Mehlman – Chair	Donald Brock Luella Thornton
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Annual Report	Barbara Mitchell – Chair	Donald Brock
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Community Connection	Cynthia Lemus – Chair Luella Thornton- Vice Chair	Javier Lopez Phyllis Purcell (CSL)
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Healthy Living	Vacant - Chair Barbara Mitchell – Vice Chair	Luella Thornton Lynda House Sharron Lambeth
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Membership	Anita Johnson – Chair	Debbie Franklin Sharron Lambeth
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Planning	Debbie Franklin – Chair	Bev Greer Lynda House Steve Mehlman
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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
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Riverside County Advisory Council on Aging

2021/2022 Meeting Schedule

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August 2021	Dark	
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June 8, 2022	10 a.m. - 12 p.m.	Via Zoom Physical Location: TBD

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING

REGULAR MEETING

May 12, 2021

10:00 a.m. – 12:00 p.m.

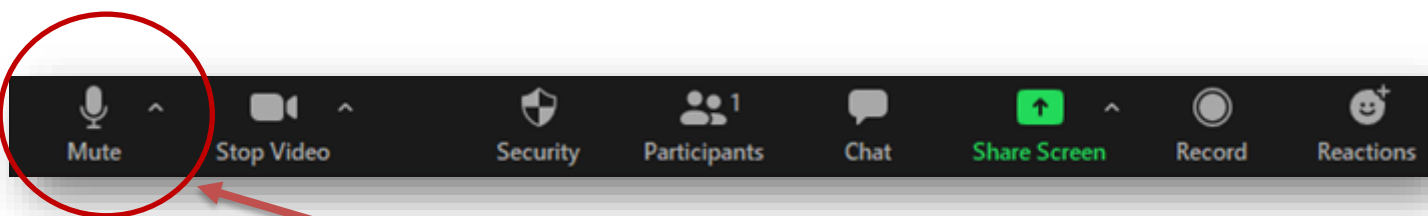
Meeting Location: Zoom

<https://zoom.us/j/97489038804?pwd=WDhOTkUxdnQ3RFFKM1hxZVFZeGRvUT09>

Meeting ID: 974 8903 8804

Meeting passcode: 8005102020

Join by phone: +1 669-900-9128 US Toll



Please “mute” your computer or phone by pressing *6 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. 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.



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

1.2 ZOOM PARTICIPATION GUIDELINES

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

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

Via video conference:

Click on the link.

Meeting ID: 974 9610 5460

One tap mobile

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

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Meeting ID: 974 9610 5460

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

Join the meeting.

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

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

Launch Meeting

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Security

Participants 1

Chat

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Reactions

OVERVIEW OF THE AGENDA

1. FIRST ORDER OF BUSINESS

2. ACTION ITEMS

2.1. APPROVE THE MINUTES OF THE APRIL 14, 2021, MEETING.

2.2. APPROVE LEAVE OF ABSENCE FOR LYNDA HOUSE THROUGH JUNE 30, 2021.

2.3. APPROVE THE PLANNING COMMITTEE'S RECOMMENDATION TO HAVE ADVISORY COUNCIL MEMBERS COLLECT COMMUNITY SERVICE ASSESSMENT SURVEYS FROM JUNE THROUGH SEPTEMBER.

3. PRESENTATION: RIVERSIDE COUNTY OFFICE ON AGING

3.1. (MSSP) Multipurpose Senior Services Program Coordinated Care Program
Connie Gil, M.A., Social Services Supervisor II

4. DEPARTMENT REPORTS

5. COMMITTEE REPORTS

6. DISCUSSION ITEMS

6.1. DISCUSS THE PLANNING COMMITTEE'S RECOMMENDATION TO HAVE ADVISORY COUNCIL MEMBERS COLLECT COMMUNITY SERVICE ASSESSMENT SURVEYS FROM JUNE THROUGH SEPTEMBER.

7. LIAISON REPORTS

8. SENIOR AMBASSADOR REPORTS – None

9. CLOSING COMMENTS

10. MOTION TO ADJOURN

MINUTES

1. FIRST ORDER OF BUSINESS – Barbara Mitchell, Chair

- 1.1. Called meeting to order at 10:02 a.m.
- 1.2. Reviewed ADA guidelines
- 1.3. Invocation – Donald Brock
- 1.4. Pledge of Allegiance – Barbara Mitchell
- 1.5. Established quorum – Cynthia Lemus, Parliamentarian
- 1.6. Self-introductions

Riverside County Advisory Council on Aging Members:

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

Riverside County Office on Aging Staff:

- Jewel Lee, Director
- Rachele Román, Deputy Director for Administration
- Gary Robbins, Deputy Director of Programs and Operations
- Jamiko Bell, Administrative Services Officer
- Connie Gil, Social Services Supervisor
- Stacie Catlin, Program Specialist II
- Ryan Emblem, Administrative Services Analyst II
- Connie Gil,

Riverside County Board of Supervisors Representatives:

- Opal Hellweg, Legislative Assistant, District III

1. FIRST ORDER OF BUSINESS – Continued

1.6. Self-introductions – Continued:

Guests and Members of the Public:

- Deirdre Thomas, Beaumont
- Hazel Lambert, Council on Aging Southern California
- Mark Cox, California Senior Legislature
- Teresa Chappell, San Jacinto
- Tom Donahue, Family Service Association
- Wanda Ford, Riverside

1. FIRST ORDER OF BUSINESS – Continued

1.7. Chair Reports and Reminders

1.7.1. The next Advisory Council meeting will be held:

Wednesday, June 9, 2021

10:00 a.m. – 12:00 p.m.

Via Zoom

1.7.2. Member Birthday Announcements

None.

1.8. Public Comment – None.

2. ACTION ITEMS



2.1. APPROVE THE MINUTES OF THE APRIL 14, 2021, MEETING.

Must abstain: A. Johnson; L. Thornton; J. Lopez; and V. Zivku

Members needed for quorum: 6

Motion by: B. Greer

Seconded by: D. Franklin

Open Discussion: None.

Roll Call Vote: A. Johnson; L. Thornton; J. Lopez; and V. Zivku abstained. Motion approved.



2.2. APPROVE LEAVE OF ABSENCE FOR LYNDA HOUSE THROUGH JUNE 30, 2021.

Must abstain: None.

Members needed for quorum: 6

Motion by: S. Mehlman

Seconded by: D. Franklin

Open Discussion: None.

Roll Call Vote: Motion approved.

3. PRESENTATION: Riverside County Office on Aging

3.1. (MSSP) Multipurpose Senior Services Program Coordinated Care Program

Connie Gil, M.A., SSS II

AGENDA ITEM 3

PRESENTATION



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

4. DEPARTMENT REPORTS

4.1. DIRECTORS' REPORT

4.1.1 Provide Office on Aging Department reports regarding current issues.

- Reported the State of California approved the Area Plan on Aging, which is the first step towards obtaining funding for the next fiscal year.
- Provided a results overview of a satisfaction survey the Office on Aging sent via text to 16,300 clients who were served within the last year. A copy of the survey results is included in the meeting packet.
- Shared a clip of a Board of Supervisors meeting, which highlighted a brief COVID-19 update.

<http://riversidecountyca.iqm2.com/Citizens/SplitView.aspx?Mode=Video&MeetingID=2473&Format=Agenda>

====

Satisfaction Results from Text Response:

Question 1 (N=5,490)

You received services from the Office on Aging in the past year. Would you recommend our services for you (again), friends, or family?

YES	826	83%
NO	175	17%

(20%)	1,001	

Question 2 (N=5,429)

You received services from the Office on Aging in the past year. Was the service or information you received helpful?

YES	796	83%
NO	159	17%

(19%)	955	

Question 3 (N=5,411) You received services from the Office on Aging in the past year. Was the staff member courteous and respectful?

YES	1025	93%
NO	72	7%

(23%)	1,097	

AGENDA ITEM 4

DEPARTMENT REPORTS



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

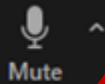
5. COMMITTEE REPORTS

5.1. PLANNING COMMITTEE – Debbie Franklin, Chair

5.2. MEMBERSHIP COMMITTEE – Anita Johnson, Chair

AGENDA ITEM 5 COMMITTEE REPORTS

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Participants



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Reactions

Riverside County Advisory Council on Aging

3610 Central Ave., Third Floor, Riverside, CA 92506
Local: (951) 867-3800 • Toll Free: (800) 510-2020 • TRS/TTY: 711

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.

Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Report Deadline Submission: *The first Monday of the month.*

Assignment: Planning Committee
Name: Debbie Franklin
Title: Chair
Report Date: May 12, 2021

Last Meeting/Event: Planning Committee Meeting
Date: May 3, 2021

Main Points:

- Reviewed *Goal Setting* section of the *2021-2022 Riverside County Office on Aging Public Hearing* presentation.
- Determined the committee will recommend Advisory Council members distribute and collect at least 25 Community Assessment surveys during June through September.
- If approved, the Planning Committee will review the survey draft at the June committee meeting, with a plan to distribute to members at the June Advisory Council meeting.

Next Meeting:

Date: June 1, 2021
Time: 11:00 a.m. – 12:00 p.m.
Platform: Zoom

Handouts/Flyers: None.

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Member Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Report Deadline Submission: *The first Monday of the month.*

Assignment: Membership Committee
Name: Anita Johnson
Title: Chair
Report Date: May 12, 2021

General Update:

- **New Member Appointments and General Member Reappointments:**
 - Pending Board of Supervisors approval.
 - Estimated approval is by the September Advisory Council meeting.
- **Third District Appointment:**
 - Pending.
- **Officer Elections:**
 - Accept nominations during the May Advisory Council meeting.
 - Hold election via survey.
 - Provide results during the June Advisory Council meeting.

Next Meeting:

Date: May 17, 2021
Time: 11:00 a.m. – 12:00 p.m.
Platform: Zoom
Main Purpose: Review Service Award proces and update brochure
Plan for the 2022 award

5.2. OFFICER ELECTION NOMINEES

Chair

Steve Mehlman

Cynthia Lemus

Vice Chair

Javier Lopez

Cynthia Lemus

Parliamentarian

Cynthia Lemus

Barbara Mitchell

6. DISCUSSION ITEMS

6.1. DISCUSS THE PLANNING COMMITTEE'S RECOMMENDATION TO HAVE ADVISORY COUNCIL MEMBERS COLLECT COMMUNITY SERVICE ASSESSMENT SURVEYS FROM JUNE THROUGH SEPTEMBER.



6.1.1. APPROVE THE PLANNING COMMITTEE'S RECOMMENDATION TO HAVE ADVISORY COUNCIL MEMBERS COLLECT COMMUNITY SERVICE ASSESSMENT SURVEYS FROM JUNE THROUGH SEPTEMBER.

Must abstain: None.

Members needed for quorum: 6

Motion by: S. Mehlman

Seconded by: J. Lopez

Open Discussion: None.

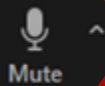
Roll Call Vote: Motion approved.

7. LIAISON REPORTS

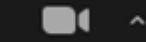
7.1. GRANDPARENTS RAISING GRANDCHILDREN (GRG) – Sharron Lambeth

AGENDA ITEM 7 LIAISON REPORTS

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Security



Participants



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Reactions

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Committee / Liaison / Senior Center Ambassador Report

- Committee Report
- Liaison Report
- Senior Center Ambassador Report

Assignment: Grandparents Raising Grandchildren (GRG)
Name: Sharron Lambeth
Title: Chair
Report Date: May 12, 2021

Special Meeting: Phone Meeting with Martha Lepe, Social Worker - SSP III OoA, GRG

Last Meeting/Event Date: April 29, 2021

Main Points:

- Reported there are 20 grandparent families and 40 grandchildren participating in GRG
- Advised Martha is targeting school districts, service programs, and senior centers within Riverside County to promote GRG services and support system
- Scheduled Zoom support workshops to assist grandparents and other kin caregivers
- An average of 10 kin caregivers and/or grandparents are participating in workshops
- Reported workshop topics include:
 - Managing behavior
 - Depression and isolation
 - COVID-19 safety
 - Virtual learning
 - Time management techniques
 - Suicide prevention

Handouts: GRG Brochure

Electronic version is in the meeting packet and will be emailed to members.

Grandparents in Riverside County are raising 58,000 grandchildren under the age of 18 years old. Of these grandchildren, 50% are under the age of six and 30% have a disability.*

*US Census Bureau, 2011-2015 American Community Survey 5 Year Estimates



“A hundred years from now it will not matter what my bank account was, the sort of house I lived in, or the kind of car I drove...but the world may be different because I was important in the life of a child.” Forest E. Witcraft

Riverside County
Office on Aging



Grandparents Raising
Grandchildren

1-800-510-2020



Questions
Suggestions
Concerns

We Want to Hear from You!

Network of Care Website
www.riverside.networkofcare.org

Office on Aging Website
www.rcaging.org



For information please contact:
(800) 510-2020 or (951) 867-3800

The Grandparents Raising Grandparents (GRG) Program

The Riverside County Office on Aging's Grandparents Raising Grandchildren Program (GRG) is here to provide emotional and practical support as you face the challenges of parenting again.

This support is provided by a team of caring professionals who will help you find the tools to be successful.



Individualized Support

For those families facing complex issues, the GRG program provides person-centered support to grandparents. Our trained staff will help you access community services and advocate with you as needed.



Kinship Caregiver Group

Grand-parenting often results in a loss of familiar support systems. Our support group for grandparents and other kin caregivers will help you realize you are not alone. These support groups provide the opportunity to socialize, share information, learn new skills, and receive peer support.

Call **800-510-2020** for meeting times and locations.

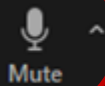


8. SENIOR CENTER AMBASSADOR REPORTS

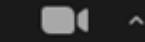
8.1. None

AGENDA ITEM 8 SENIOR CENTER AMBASSADOR REPORTS

*Mute your screen or *6 by phone until called on by the meeting moderator.*



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Participants



Chat



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Reactions

9. CLOSING COMMENTS – All

Sharron Lambeth:

Reported Jennifer Pellegrin, Director of Jurupa Valley Adopt a Family, was selected as the District II Volunteer of the Year Award recipient. Ms. Pellegrin and Jurupa Valley Adopt a Family have been very active in supporting Grandparents Raising Grandchildren annual holiday events.

Steve Mehlman:

Thanked those who were attended the recent California Senior Legislature Senior Rally.

Barbara Mitchell:

Thanked members, Office on Aging staff, and Board of Supervisors staff for their dedication and participation.

10. MOTION TO ADJOURN – Barbara Mitchell

Motion by: C. Lemus

Seconded by: D. Franklin

Roll Call Vote: J. Lopez left the meeting at 11:30 a.m. Motion approved. Meeting adjourned.

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

Administrative Services Officer/Planner: Jamiko Bell

Program Specialist II: Stacie Catlin

Administrative Services Analyst II: Ryan Emblem

Advisory Council Officers

Chair: Barbara Mitchell

Vice Chair: Steve Mehlman

Parliamentarian: Cynthia Lemus

Board of Supervisors Appointees

District I: Lynda House

District IV: Javier Lopez

District II: Sharron Lambeth

District V: Debbie Franklin

District III: Vacant

Members

Anita Johnson

Bev Greer

Donald Brock

Luella Thornton

Victoria Zivku

Vacant

Vacant

Vacant

Vacant

Committee Assignments

Standing Committees

Executive	Barbara Mitchell – Chair Steve Mehlman – Vice Chair Cynthia Lemus – Parliamentarian
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Bylaws	Cynthia Lemus – Chair	Anita Johnson Barbara Mitchell Debbie Franklin Lynda House
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Advisory Council Ad-Hoc Committees

Advocacy	Steve Mehlman – Chair	Donald Brock Luella Thornton
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Annual Report	Barbara Mitchell – Chair	Donald Brock
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Community Connection	Cynthia Lemus – Chair Luella Thornton- Vice Chair	Javier Lopez Phyllis Purcell (CSL)
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Membership	Anita Johnson – Chair	Debbie Franklin Sharron Lambeth Victoria Zivku
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Planning	Debbie Franklin – Chair	Bev Greer Lynda House Steve Mehlman
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