



**Minutes**  
Riverside County  
Advisory Council on Aging

Regular Meeting  
Wednesday, January 12, 2022  
10:00 a.m. – 12:00 p.m.

# Advisory Council on Aging Meeting

January 12, 2022  
10:00 a.m. – 12:00 p.m.

## Virtual Meeting Access:

Zoom

<https://us06web.zoom.us/j/89833312539?pwd=UDFhNWxYMWxiUjJlZnY1U1Q5dTZXdz09>

## Join by Phone:

(253) 215-8782 US Toll

## Meeting ID Number:

898 3331 2539

## Meeting Passcode:

212125

Meeting Details

# Brown Act

## Virtual Meeting Notification

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

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

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



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

Virtual Meeting  
Notification

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.*

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

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## Zoom Access Participation Guidelines



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

# Agenda Overview

1. First Order of Business  
1.9. Public Comment
2. Action Items
3. Presentations
4. Department/ADRC Reports
5. Discussion Items
6. Committee Reports
7. Liaison Reports
8. Ambassador Reports
9. Closing Comments
10. Adjourn

Agenda Overview



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

# 1. First Order of Business: Steve Mehlman, Chair

1.1. Called meeting to order at 10:01 a.m.

Advised any requests for public comment during the meeting should be made through private message chat to *Stacie Catlin*. Public comments will be heard at Agenda Item 1.9.

1.2. Established a quorum – Barbara Mitchell, Parliamentarian

Members	
<input checked="" type="checkbox"/> Anita Johnson	<input checked="" type="checkbox"/> Marquita Black
<input checked="" type="checkbox"/> Barbara Mitchell	<input checked="" type="checkbox"/> Steve Mehlman
<input type="checkbox"/> Cynthia Lemus - Absent	<input checked="" type="checkbox"/> Teresa Chappell
<input checked="" type="checkbox"/> Debbie Franklin	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Donald Brock	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Javier Lopez	<input type="checkbox"/> Vacant
<input type="checkbox"/> Luella Thornton - Absent	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Lynda House	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Mark Cox	



# 1. First Order of Business: Steve Mehlman, Chair

## 1.3. Resolution Authorizing Remote Teleconference Meetings



### 1.3.1. APPROVE A RESOLUTION AUTHORIZING REMOTE TELECONFERENCE MEETINGS FROM JANUARY 14, 2022, THROUGH FEBRUARY 13, 2022.

**Quorum:** 7

**Must abstain:** None.

**Motion:** D. Brock

**Second:** J. Lopez

**Notes:** C. Lemus and L. Thornton were absent.

**Roll Call Vote:** Motion unanimously approved.



# 1. First Order of Business: Steve Mehlman, Chair

## 1.4. Review ADA Guidelines

Advised any ADA-related requests or issues during the meeting should be directed through private message chat to *Stacie Catlin*.

## 1.5. Invocation – Donald Brock, Member

## 1.6. Pledge of Allegiance – Steve Mehlman, Chair

## 1.7. Self-Introductions

Members	
<input checked="" type="checkbox"/> Anita Johnson	<input checked="" type="checkbox"/> Marquita Black
<input checked="" type="checkbox"/> Barbara Mitchell	<input checked="" type="checkbox"/> Steve Mehlman
<input type="checkbox"/> Cynthia Lemus	<input checked="" type="checkbox"/> Teresa Chappell
<input checked="" type="checkbox"/> Debbie Franklin	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Donald Brock	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Javier Lopez	<input type="checkbox"/> Vacant
<input type="checkbox"/> Luella Thornton	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Lynda House	<input type="checkbox"/> Vacant
<input checked="" type="checkbox"/> Mark Cox	





# 1. First Order of Business: Steve Mehlman, Chair

## 1.7. Self-Introductions - Continued

### Riverside County Office on Aging Staff

- Maile Haynes, Deputy Director of Programs and Operations
- Jamiko Bell, Administrative Services Manager
- Stacie Catlin, Program Specialist II

### Riverside County Representatives

- Margaret Adkins, Legislative Assistant, District III
- Tony Ortego, Mental Health Services Administrator, RUHS

### Guests

- Victor Cruz, Temecula



# 1. First Order of Business: Steve Mehlman, Chair

## 1.8. Chair Reports and Reminders

### 1.8.1. Next Advisory Council General Meeting:

**Wednesday, February 9, 2022**

10:00 a.m. – 12:00 a.m.

Virtual

### 1.8.2. Member Resignation

Announced Luella Thornton tendered her resignation due to health concerns. Luella is a retired registered nurse who has faithfully served the Council for 14 years. She was and continues to be a staunch advocate for older adults, persons with disabilities, American Indians, and Indian Tribal communities.

### 1.8.3. Member Birthdays

Mark Cox

Marquita Black



# 1. First Order of Business: Steve Mehlman, Chair

## 1.8.4. Statement of Economic Interests (Form 700)

Announced the Form 700 annual filing period has begun. Members will receive filing instructions within the next few days and should make every effort to file by the February meeting. Members who cannot file by February should notify Stacie as soon as possible.

## 1.8.5. Committee Chair Reminder

Reminded Committee Chairs they are expected to convene their respective committees; develop committee descriptions, scopes of work, and a list of the top three action items their committees will pursue through June 2022; and submit their committee work plans to Stacie Catlin by February 1, 2022.



# 1. First Order of Business: Steve Mehlman, Chair

## 1.8.6. Upcoming Events

### California Senior Legislature (CSL) Legislator Election Application Period

- The CSL election application period is open through March 31st.
- CSL information and an application packet has been emailed to all members and is included in the meeting packet.
- Due to the pandemic, the usual ballot petition requirement has been suspended for this election; therefore, a ballot petition form is not included in the packet.
- Applications must be received by the Riverside County Office on Aging no later than March 31<sup>st</sup>.
- Please do not submit applications directly to CSL.

### California Association of Area Agencies on Aging (C4A) Capitol Day

- C4A Capitol Day will be held virtually in 2022; however, the date has not yet been determined.



# 1. First Order of Business: Steve Mehlman, Chair

## 1.8.6. Upcoming Events Continued

### Senior Inspiration Awards

- The Senior Inspiration Awards Luncheon will be held Thursday, March 31, 2022, at the Fantasy Springs Resort in Indio to pay tribute to honorees who volunteer in each Coachella Valley city and throughout the County of Riverside.
- An interest list survey has already been sent to members. Please respond today, but not later than Friday, January 14<sup>th</sup>.

### Riverside County Homeless Point-in-Time Count

- The 2022 *Homeless Point-in-Time* Count will be held February 23-25, 2022
- Pre-registration is required.
- To register, volunteers can visit [MoreThanACount.org](https://www.morethanacount.org)



# **1. First Order of Business: Steve Mehlman, Chair**

## 1.9. Public Comments

*Each speaker may be limited to speak two (2) minutes or less depending on the number of speakers. At the direction of the Chair or by majority vote of the Council, the two (2) minute time limitation may be waived, increased, or reduced. The maximum time for public comment for any individual item or topic may be limited to fifteen (15) minutes. The Council may terminate public comments if such comments become repetitious or disruptive. Any written documents to be distributed or presented to the Council shall be submitted [AC@rivco.org](mailto:AC@rivco.org). This policy applies to Public Comments and general comments on agenda items. Under the Brown Act, the Council will not take action on or discuss matters raised which are not posted 72 hours in advance. Council members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.*



# 2. Action Items: Steve Mehlman, Chair

## 2.1. Action Items



### 2.1.1. APPROVE THE MINUTES OF THE DECEMBER 13, 2021, MEETING.

- Quorum:** 7
- Must abstain:** J. Lopez; L. Thornton; and L. House
- Motion:** D. Franklin
- Second:** B. Mitchell
- Notes:** C. Lemus and L. Thornton were absent.  
J. Lopez and L. House abstained.
- Roll Call Vote:** Motion unanimously approved.



# 2. Action Items: Steve Mehlman, Chair

## 2.1. Action Items



### 2.1.1. ACCEPT THE RESIGNATION OF LUELLA THORNTON.

**Quorum:** 7

**Must abstain:** None.

**Motion:** D. Brock

**Second:** J. Lopez

**Notes:** C. Lemus and L. Thornton were absent.

**Roll Call Vote:** Motion unanimously approved.







*3. Presentations:  
None.*

## 4. Department/ADRC Reports:

### *4.1. Executive Report*

Announced:

- Dennis Kabuye will join the Office on Aging as Fiscal Manager, effective 1/13/22.
- The Office on Aging, in collaboration with the Department of Public Health and 2-1-1, continues to assist the public with scheduling vaccine and booster appointments.
  - Since October, over 1,400 appointments have been scheduled on behalf of those who called in for assistance.
  - Approximately 2,000 outreach calls have been placed to eligible individuals to offer assistance with vaccine appointment scheduling and with transportation assistance.
- Riverside County In-Home Supportive Services/Public Authority is in need of registered caregivers and emergency back-up caregivers. Anyone who is interested should call **(888) 960-4477**.
- The 2022 Homeless Point-in-Time Count has been rescheduled to February 23-25, 2022. To register, visit: [MoreThanACount.org](https://www.morethanacount.org).



*Maile Haynes*  
*Deputy Director of Programs and Operations*  
*Riverside County Office on Aging*

## 4. Department/ADRC Reports:

### 4.2. Planning Report

#### 4.2.1. Community Assessment Surveys

Advised the Office on Aging is still collecting Community Assessments, which support the Area Plan Update. The update will be presented to the Advisory Council in March, the Board of Supervisors in April, and to the State of California in April. Members should contact Stacie Catlin to arrange pick-up or delivery of any surveys members collect.

#### 4.2.2. Proposed Area Plan/AC Committee Crosswalk

Explained the Executive Committee requested committees meet to develop a work plan for work to be completed through June 30, 2022. Dr. Bell presented a draft document of suggested work based on committee functions and Area Plan goals for committees to use as guidance when determining which activities



***Dr. Jamiko Bell***  
*Administrative Services Manager*  
*Riverside County Office on Aging*

**DRAFT Area Plan/Advisory Council Committee Crosswalk 21/22 (Revised 1/11/22)**

AC COMMITTEE	MEETING SCHEDULE & PROVISIONS	AREA PLAN GOAL(S)	POSSIBLE ACTIVITIES
<b>Executive Committee</b> <i>(Standing Committee)</i> <ul style="list-style-type: none"> <li>• Steve Mehlman– Chair</li> <li>• Javier Lopez—Vice Chair</li> <li>• Barbara Mitchell – Parliamentarian</li> </ul>	Meets one per month to plan AC meetings  <i>Must adhere to Brown Act</i>	AP Goals: NONE	<ul style="list-style-type: none"> <li>• Convene AC meetings with full quorum 10 times per year (minimum)</li> <li>• Monitor and address attendance and participation of all members</li> <li>• Develop AC agendas and schedule meetings/events</li> <li>• Identify meeting topics/presentations to expand AC members' knowledge</li> <li>• Encourage compliance with AC rules, regulations, and guidelines.</li> <li>• Enforce Brown Act compliance</li> <li>• Ensure Form 700 compliance</li> </ul>
<b>Annual Report</b> <i>(Standing Committee)</i> <ul style="list-style-type: none"> <li>• Steve Mehlman -- Chair</li> </ul>	Meets as needed in November/December  <i>Must adhere to Brown Act</i>	AP Goals: NONE	<ul style="list-style-type: none"> <li>• Collect/notate AC accomplishments each year</li> <li>• Draft report for OoA and AC review and approval</li> <li>• Finalize and submit Annual Report</li> </ul>
<b>Bylaws Committee</b> <i>(Standing Committee)</i> <ul style="list-style-type: none"> <li>• Barbara Mitchell – Chair</li> <li>• Anita Johnson</li> <li>• Debbie Franklin</li> </ul>	Meets as needed each year to review (and revise) AC bylaws.  <i>Must adhere to Brown Act</i>	AP Goals: NONE	<i>Review AC bylaws annually and make suggestions/revisions as needed</i>
<b>Advocacy Committee</b> <i>(Ad-Hoc Committee)</i> <ul style="list-style-type: none"> <li>• Theresa Chappell – Chair</li> <li>• Anita Johnson</li> <li>• Mark Cox</li> <li>• Steve Mehlman</li> </ul>	Suggested: Once per quarter	<p><b>Goal 1. A.</b> Assist with providing safe and affordable housing solutions to keep older adults and persons with disabilities in the homes and communities of their choice.</p> <p><b>Goal 1. B.</b> Participate in existing age-friendly and disability-friendly initiatives occurring within the planning and service area.</p> <p><b>Goal 1. B. 1.</b> Identify ongoing initiatives in the PSA and initiate participation (age-friendly/disability-friendly).</p> <p><b>Goal 3. A. 1.</b> Advocate for mature worker programs via the Riverside County Workforce Innovation and Opportunity Act board and other local networks.</p> <p><b>Goal 3. A. 3.</b> Participate in discussions, coalitions, and collaborations that seek to develop a modern, age-friendly infrastructure that supports older adults and allows them to remain in their homes and communities.</p>	<p><i>Goal 1. A. Attend local meetings related to housing initiatives/policy development and advocate for older adult housing options. Identify opportunities for AC advocacy (letters, presentations, etc.)</i></p> <p><i>Goal 1. B. Attend local meetings related to age-friendly and/or disability-friendly initiatives/policy development and advocate for older adult options. Identify opportunities for AC advocacy (letters, presentations, etc.)</i></p> <p><i>Goal 1. B. 1. Join meetings and committees in local cities working toward these goals. Identify opportunities for AC advocacy (letters, presentations, etc.)</i></p> <p><i>Goal 2. A. 1. Attend and participate in WIOA meetings to advocate for older adult workers. Identify opportunities for AC advocacy (letters, presentations, etc.)</i></p> <p><i>Goal 3. A. 3. Attend and participate in local meetings related to infrastructure development (transportation, housing, local development of stores, medical offices, etc.) to advocate for older adults. (letters, presentations, etc.)</i></p>





*5. Discussion Items:  
None.*

## **6. Committee Reports:**

### ***6.1. Membership Committee – Anita Johnson, Membership Chair***

#### ***6.1.1. Member Evaluation Survey***

## ***6. Committee Reports:***



*7. Liaison Reports:  
None.*



8. *Ambassador Reports:*  
*None.*





*9. Closing Comments*

# 10. Adjourn



## 10.1. APPROVE MOTION TO ADJOURN MEETING.

**Quorum:** 6

**Must abstain:** None.

**Motion:** L. House

**Second:** M. Black

**Notes:** L. Thornton resigned.

**Roll Call Vote:** C. Lemus and L. Thornton were absent.

# 10. Adjourn

**Jewel Lee, Director**

- Gary Robbins, Deputy Director for Administration
- Maile Haynes, Deputy Director for Programs and Operations
- Jamiko Bell, Administrative Services Manager
- Stacie Catlin, Program Specialist II

## Board of Supervisors

Kevin Jeffries	Supervisor, District I
Karen Spiegel	Supervisor, District II
Chuck Washington	Supervisor, District III
V. Manuel Perez	Supervisor, District IV
Jeff Hewitt	Supervisor, District V

## Office on Aging

Jewel Lee	Director
Gary Robbins	Deputy Director for Administration
Maile Haynes	Deputy Director of Programs and Operations
Jamiko Bell	Administrative Services Manager
Stacie Catlin	Program Specialist II

Riverside County  
Representatives

## Advisory Council

Steve Mehlman	Chair
Javier Lopez	Vice Chair / Appointee, District IV
Barbara Mitchell	Parliamentarian
Lynda House	Appointee, District I
Vacant	Appointee, District II
Marquita Black	Appointee, District III
Debbie Franklin	Appointee, District V
Anita Johnson	Member
Cynthia Lemus	Member
Donald Brock	Member
Luella Thornton	Member
Mark Cox	Member
Teresa Chappell	Member
Vacant	Member
Vacant	Member
Vacant	Member
Vacant	Member



## Advisory Council Membership

## Committees

Committee	Chair	Members
<b>Executive</b>	Steve Mehlman	Javier Lopez, Vice Chair Barbara Mitchell, Parliamentarian
<b>Advocacy</b>	Teresa Chappell	Anita Johnson Mark Cox Steve Mehlman
<b>Annual Report</b>	Steve Mehlman	N/A
<b>Bylaws</b>	Barbara Mitchell	Anita Johnson Debbie Franklin
<b>Community Connections</b>	Cynthia Lemus	Javier Lopez Lynda House Marquita Black
<b>Healthy Living</b>	TBD	Barbara Mitchell Debbie Franklin Luella Thornton
<b>Membership</b>	Anita Johnson	Donald Brock
<b>Planning</b>	Debbie Franklin	Lynda house

## Committees

## Liaisons

California Senior Legislature	Donald Brock, Senior Senator
California Senior Legislature	Mark Cox, Senior Assembly Member
California Senior Legislature	Steve Mehlman, Senior Senator
California Senior Legislature	Vacant, Senior Assembly Member
California Senior Legislature	Vacant, Senior Assembly Member
California Senior Legislature	Vacant, Senior Assembly Member
Continuum of Care	Javier Lopez
Foundation on Aging	Steve Mehlman
Grandparents Raising Grandchildren (GRG)	Lynda House, Lead; Mark Cox, Support
HICAP	Anita Johnson, Lead; Debbie Franklin, Support
Housing	Javier Lopez
IHSS Advisory Council	Barbara Mitchell, Co-Lead; Donald Brock, Co-Lead
Long-Term Care Ombudsman Program (LTCOP)	Anita Johnson, Lead; Teresa Chappell, Support
Older Adults System of Care	Barbara Mitchell
Public Health	Marquita Black
Transportation Services	Steve Mehlman
Triple A Council of California (TACC)	Steve Mehlman
Veterans Services	Cynthia Lemus; Co-Lead; Donald Brock, Co-Lead

Liaisons

# Advisory Council Guidelines

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

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

**Public Comments:** Each speaker may be limited to speak two (2) minutes or less depending on the number of speakers. At the direction of the Chair or by majority vote of the Council, the two (2) minute time limitation may be waived, increased or reduced. The maximum time for public comment for any individual item or topic may be limited to fifteen (15) minutes. The Council may terminate public comments if such comments become repetitious or disruptive. Any written documents to be distributed or presented to the Council shall be submitted to the Council's assigned staff. This policy applies to Public Comments and general comments on agenda items. Under the Brown Act, the Council will not take action on or discuss matters raised which are not posted 72 hours in advance. Council members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

## Advisory Council Guidelines

**Advisory Council on Aging  
Meeting Schedule - Continued  
2021/2022**

<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Location</b>
January 12, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual
February 9, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual
March 9, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual
April 13, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual
May 11, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual
June 8, 2022	Wednesday	10:00 a.m. – 12:00 p.m.	Virtual



**Meeting Schedule**