

# RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: April 10, 2024 Time: 12:00pm – 1:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

### 1. First Order of Business – Mark Cox, Chair

- 1.1 Call to Order
- 1.2 Establish Quorum

Roll Call:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	
Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			

- 1.3 ADA Guideline Requests
- 1.4 Public Comments
- 1.5 Chair Reports and Reminders

### 2. Discussion and Action Items – Mark Cox, Chair

- 2.1 Approval of February 14, 2024, Executive Committee Meeting Minutes  
Description: Executive Committee members will review and vote to approve the February 14<sup>th</sup>, 2024, committee meeting minutes.  
Discussion:  
Public Comments:  
Action Motion:  
Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	<b>Abs.</b>
Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			

2.2 Approval of March 13, 2024, Executive Committee Meeting Minutes

Description: Executive Committee members will review and vote to approve the March 13<sup>th</sup>, 2024, committee meeting minutes.

Discussion:

Public Comments:

Action Motion:

Second:

Member Vote:					
Mark Cox Chair	<b>Abs.</b>	Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	
Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			

2.3 General Committee Meeting Agenda for May 8<sup>th</sup>, 2024

Description: Executive Committee members will draft the May 8<sup>th</sup>, 2024, General Advisory Council Meeting Agenda.

Discussion:

Public Comments:

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	
Vacant Community Connections Chair		Vacant Healthy Living Chair			

2.4 Executive Committee Meeting Agenda for May 8<sup>th</sup>, 2024

Description: Executive Committee members will draft the May 8<sup>th</sup>, 2024, Executive Committee Meeting Agenda.

Discussion:

Public Comments:

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	
Vacant Community Connections Chair		Vacant Healthy Living Chair			

3. **Adjourn – Mark Cox, Chair**

Discussion:

Public Comments:

Motion to Adjourn:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	
Vacant Community Connections Chair		Vacant Healthy Living Chair			

Adjourned at:

**Advisory Council on Aging Guidelines**

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**ADA:** In compliance with the Americans with Disabilities Act (ADA) and Government Code Section 54954.2, if special assistance is needed to attend an Advisory Council on Aging meeting, please contact the Office on Aging 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 is limited to speak three (3) minutes but may be less depending on the number of speakers. At the direction of the Chair or by majority vote of the Council, the three (3) 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.

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Date: March 13, 2024 Time: 12:00pm – 1:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

1. **First Order of Business – Debbie Franklin, Vice Chair**  
**Debbie Franklin presided as Chair due to Mark Cox’s absence.**

- 1.1 Call to Order: **12:20pm**
- 1.2 Establish Quorum

Roll Call: Quorum reached at 2/2 members					
Mark Cox Chair	<b>Abs.</b>	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	✓
Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			

- 1.3 ADA Guideline Requests
- 1.4 Public Comments – **None.**
- 1.5 Chair Reports and Reminders – **None.**

2. **Discussion and Action Items – Debbie Franklin, Vice Chair**

- 2.1 Approval of February 14, 2024, Executive Committee Meeting Minutes  
Description: Executive Committee members will review and vote to approve the February 14<sup>th</sup>, 2024 committee meeting minutes.  
Discussion: **Action item will be moved to the April 10<sup>th</sup>, 2024 executive committee agenda in order to have sufficient member votes.**  
Public Comments:  
Action Motion:  
Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	<b>Abs.</b>

Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			
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2.2 General Committee Meeting Agenda for April 10, 2024

Description: **Members discussed and proposed agenda items for the April 10<sup>th</sup>, 2024, meeting.**

Discussion: **Considered seeking potential presentations from the following organizations:**

- **CSL – CSL nominations**
- **OoA – Department Services**
- **CAP- Data Assistance**

**Office on Aging staff member will confirm who will be able to conduct a presentation.**

Public Comments: **None.**

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	✓
Vacant Community Connections Chair		Vacant Healthy Living Chair			

3. **Adjourn – Debbie Franklin, Vice Chair**

Discussion:

Public Comments:

Motion to Adjourn: **Cynthia Lemus**

Second: **Debbie Franklin**

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Chair, Bylaws Chair	✓
Vacant Community Connections Chair		Vacant Healthy Living Chair			

Adjourned at: **12:41pm.**

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