

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102
Riverside, California

Date: January 10, 2023 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 **December 13, 2023**, Executive 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	
Vacant Community Connections Chair		Vacant Healthy Living Committee Chair			

2.2 General Committee Meeting Agenda for February 14, 2024

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

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. To view a hard copy of the agenda and supporting documents, please contact the Office on Aging by email at ac@rivco.org or by phone: **(877) 932-4100**.

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.

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102
Riverside, California

Date: December 13, 2023 Time: 1:00pm – 2:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

Agenda Items

1. First Order of Business

Mark Cox, Chair

- 1.1 Call to Order at: **1:05 pm**
- 1.2 Establish Quorum

Roll Call: Quorum reached at 3/3 members					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	✓
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

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

2. Discussion and Action Items

Mark Cox, Chair

- 2.1 Approval of October 4, 2023 Executive Committee Meeting Minutes
Discussion: **The members were unable to review these minutes. The approval of these minutes is reset to the January executive meeting.**
Public Comments: **None.**
Action Motion: **No motions made.**
Second:
Secretary's Note: The October minutes were previously approved. This item has not been added to the January agenda.

Member Vote: No vote taken.					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	Abstain
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

2.2 Approval of November 8, 2023 Executive Committee Meeting Minutes

Discussion: **None.**

Public Comments: **None.**

Action Motion: **Cynthia Lemus – motion to approve November 8, 2023, minutes.**

Second: **Mark Cox.**

Member Vote: 2/2 vote yes – vote passes					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	Abstain	Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	✓
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

2.3 Member vote to add a discussion of Executive Committee meeting times to the agenda

Discussion: **Members wanted to discuss Executive Committee meeting times and voted to add this item to the agenda.**

Public Comments: **None.**

Action Motion: **Cynthia Lemus – motion to add the topic of Executive meeting times to the agenda.**

Second: **Mark Cox.**

Member Vote: 3/3 vote yes – vote passes					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	✓
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

2.4 ***ADDED via Member Vote* Executive Committee meeting times**

Discussion: **Members discussed setting a meeting time closer to the end of the general Advisory council meeting.**

Public Comments: **None.**

Action Motion: **Cynthia Lemus – motion to schedule Executive Committee meetings to 12 PM.**

Second: **Mark Cox.**

Member Vote: 3/3 vote yes – vote passes					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	✓
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

2.5 General Committee Meeting Agenda for January 10, 2024

Discussion: **Members discussed and finalized the agenda.**

Public Comments: **None.**

Action Motion:

Second:

Member Vote: No vote taken.					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Membership Committee Chair and Bylaws Committee Chair	
Vacant Community Connections Committee Chair		Vacant Healthy Living Committee Chair			

3. Closing Comments/Special Announcements - None

4. Adjourn, Mark Cox, Chair
 Public Comments: **None.**
 Motion: **Cynthia Lemus - adjourn**
 Second: **Debbie Franklin**

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

Adjourned at: **1:58 pm**

Advisory Council on Aging 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. To view a hard copy of the agenda and supporting documents, please contact the Office on Aging by email at ac@rivco.org or by phone: **(877) 932-4100**.

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.