

RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102
Riverside, California

Date: June 12, 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, Bylaws 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 June 5th, 2024, Executive Committee Meeting Minutes
Description: Executive Committee members will review and vote to approve the June 5th, 2024, committee meeting minutes.
Discussion:
Public Comments:
Action Motion:
Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Bylaws Committee Chair	

2.2 Review New Officer Expectations and Goals

Description: Executive Committee members will meet with new officers to go over their expectations and goals in their new roles.

Discussion:

Public Comments:

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Bylaws Committee Chair	

2.3 Bylaws Committee FY 24-25 Meeting Date

Description: The Executive Committee members will set a meeting date for the Bylaws Committee first meeting in FY 24-25.

Discussion:

Public Comments:

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Bylaws Committee 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, Bylaws Committee 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: June 05, 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: **12: 01pm**

1.2 Establish Quorum

Roll Call: Quorum reached at 3/3 members					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Bylaws Committee Chair	✓

1.3 ADA Guideline Requests

1.4 Public Comments – **None.**

1.5 Chair Reports and Reminders -**None.**

2. Discussion and Action Items – Mark Cox, Chair

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

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

Discussion: **None.**

Public Comments: **None.**

Action Motion: **Debbie Franklin**

Second: **Cynthia Lemus**

Member Vote: Vote Passes 2/2					
Mark Cox Chair	Abs.	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Bylaws Committee Chair	✓

2.2 Approval of May 08, 2024, Executive Committee Meeting Minutes

Description: Executive Committee members will review and vote to approve the May 8th, 2024, committee meeting minutes.

Discussion: **None.**

Public Comments: **None.**

Action Motion: **Mark Cox**

Second: **Debbie Franklin**

Member Vote: Vote Passes 2/2					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Bylaws Committee Chair	Abs.

2.3 New Advisory Council Officer Transition

Description: Executive Committee members will discuss officer transitions for Fiscal Year 24-25.

Discussion: **Members discussed inviting new parliamentarian to next executive meeting to discuss officer responsibilities and the goals for the new officers in the coming year.**

Public Comments: **None.**

Action Motion:

Second:

Member Vote:					
Mark Cox Chair		Debbie Franklin Vice Chair		Cynthia Lemus Parliamentarian, Bylaws Committee Chair	

3. **Adjourn – Mark Cox, Chair**

Discussion:

Public Comments: **None.**

Motion to Adjourn: **Debbie Franklin**

Second: **Mark Cox**

Member Vote: Vote Passes 3/3					
Mark Cox Chair	✓	Debbie Franklin Vice Chair	✓	Cynthia Lemus Parliamentarian, Bylaws Committee Chair	✓

Adjourned at: **12:30 pm**

Advisory Council on Aging Guidelines

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