

# RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING GENERAL MEETING

Location: 3610 Central Avenue, Suite 102 Riverside, California  
44-199 Monroe Street, Suite B, Indio, California

Date: June 5, 2024 Time: 10:00am – 12:00pm

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:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

1.3 Self-Introductions

1.4 ADA Guideline Requests

1.5 Invocation

1.6 Pledge of Allegiance

1.7 Public Comments

1.8 Chair Reports and Reminders

### 2. Department/ADRC Updates – *Renne Sanchez, Supervising Program Specialist*

2.1 The Office on Aging’s “Older Americans Month” Activities

2.2 Mileage and Travel Reimbursements

2.3 Member Re-appointment Updates

2.4 General Department Updates

**3. Discussion and Action Items – Mark Cox, Chair**

**3.1 Approval of May 8, 2024 General Council Meeting Minutes**

Description: Members will review and vote to approve the May 8, 2024 meeting minutes.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb	<b>Abs.</b>	Steve Mehlman	<b>Abs.</b>
Don Brock	<b>Abs.</b>	Mark Cox		Milissa Meyer	
Leezett Casal	<b>Abs.</b>	Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus	<b>Abs.</b>	Sterlon Sims	<b>Abs.</b>
Barbara Christian		Javier Lopez			

**3.2 FY 24-25 Meeting Schedule**

Description: Members will discuss and vote on a meeting schedule for FY 24-25.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

**3.3 Officer Nominee Presentations**

Description: Nominees for the FY 24-25 Council Chair, Vice-Chair, and Parliamentarian positions will have the opportunity to present their qualifications to the Council.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

3.4 Officer Selection

Description: Members will conduct the officer selection vote to determine their FY 24-25 officers.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

4. Committee Reports from Chairs

4.1 Bylaws Committee

4.2 Membership Committee

5. Liaison Reports

6. Ambassador Reports

7. Member Reports

8. Closing Comments & Special Announcements

9. Adjourn – Mark Cox, Chair

Discussion:

Public Comments:

Motion to Adjourn:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

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](mailto: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](mailto: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 GENERAL MEETING

Location: 3610 Central Avenue, Suite 102 Riverside, California  
44-199 Monroe Street, Suite B, Indio, California

Date: May 8, 2024 Time: 10:00am – 12:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

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

1.1 Call to Order: **10:02 am**

1.2 Establish Quorum:

Roll Call: 8/14					
Barbara Adams	✓	Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox	✓	Milissa Meyer	✓
Leezett Casal		Debbie Franklin	✓	Barbara Mitchell	✓
Teresa Chappell	✓	Cynthia Lemus		Sterlon Sims	
Barbara Christian	✓	Javier Lopez	✓		

1.3 Self-Introductions

1.4 ADA Guideline Requests

1.5 Invocation

1.6 Pledge of Allegiance

1.7 Public Comments

**A member of the public, David Kelly, introduced himself to the Council as an interested applicant with a passion for working with LGBT and HIV+ seniors.**

1.8 Chair Reports and Reminders

**The chair reminded members of the additional Council meeting on June 5, 2024.**

**The Chair noted the Council is working under its new Bylaws.**

### 2. Department/ADRC Updates – Renne Sanchez, Supervising Program Specialist

2.1 The Office on Aging’s May “Older Americans Month” Activities

**Staff discussed the Office on Aging’s goal of promoting disaster preparedness and seniors’ access to technology.**

- 2.2 Update on Mileage and Travel Reimbursements  
**Staff discussed changes to the mileage reimbursement process.**
- 2.3 Advisory Council Bylaws Updates  
**Staff announced the Board of Supervisors' approval of the Area Plan on Aging as well as the Advisory Council's new Bylaws.**
- 2.4 General Department Updates
  - 2024 Elder and Dependent Adult Abuse Symposium
  - OOA Volunteer of the Year**Staff provided information on the Office on Aging's Volunteer of the Year, Carla Sullivan-Dilley, for her work in the Coachella Valley as the President of the Coachella Valley Disaster Preparedness Network.**

**3. Presentations**

- 3.1 Senior Homelessness Integrated Partnership (SHIP) Program Presentation– *Tameka Ferguson*  
**Staff presented the SHIP Program to Council members. Ferguson discussed program goals, community partners, and general functions.**  
**The Chair reminded Council members that they should be doing more to provide information about the Office on Aging's programs and services to community and senior centers.**

**4. Discussion and Action Items – Mark Cox, Chair**

- 4.1 Approval of April 10, 2024 General Council Meeting Minutes  
Description: Members will review and vote to approve the April 10, 2024 meeting minutes.  
Discussion: **None.**  
Public Comments: **None.**  
Motion: **Debbie Franklin – motion to approve April 10, 2024 minutes.**  
Second: **Teresa Chappell.**

Member Vote: 5/5 – Passed					
Barbara Adams	<b>Abst.</b>	Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox	✓	Milissa Meyer	✓
Leezett Casal		Debbie Franklin	✓	Barbara Mitchell	<b>Abst.</b>
Teresa Chappell	✓	Cynthia Lemus		Sterlon Sims	
Barbara Christian	✓	Javier Lopez	<b>Abst.</b>		

**Recess: 11:04 am – 11:09 am.**

- 4.2 FY 24-25 Officer Nominees and Selection Process  
Description: The Nominating Committee will present nominees for the FY 24-25 Officer positions and review the selection process.

Discussion: **Theresa Chappell presented information about how the nominating committee decided on their nominations, including the requirements in the Bylaws, which members are eligible for Officer positions, and which members stated they would be willing to serve. Chappell named the Nominating Committee’s recommendations as follows:**

**Chair: Debbie Franklin.**

**Vice-Chair: Teresa Chappell, Cynthia Lemus.**

**Parliamentarian: Barbara Mitchell, Javier Lopez, Teresa Chappell.**

Public Comments: **None.**

Motion: **Barbara Mitchell – motion to accept the Nominating Committee’s recommendations.**

Second: **Javier Lopez.**

Member Vote: <b>8/8 - Passed</b>					
Barbara Adams	✓	Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox	✓	Milissa Meyer	✓
Leezett Casal		Debbie Franklin	✓	Barbara Mitchell	✓
Teresa Chappell	✓	Cynthia Lemus		Sterlon Sims	
Barbara Christian	✓	Javier Lopez	✓		

**4.3 Officer Nominee Presentations**

Description: Nominees for FY 24-25 officer positions will have the opportunity to present their qualifications to the Council.

Discussion: **The Chair requested this item be moved to the June 5, 2024 Agenda.**

Public Comments: **None.**

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

**4.4 Membership Committee Three-Year Evaluation Recommendations**

Description: The Membership Committee will present their Three-Year evaluation recommendations to the Council; Council will consider members for reappointment.

Discussion: **Staff reviewed the Membership Committee’s process of conducting three-year evaluations and noted the committee approved all evaluated members for reappointment. However, member and current Chair of the Council, Mark Cox, did not seek reappointment.**

Public Comments: **None.**

Motion: **Barbara Christian – motion to make the Membership Committee’s reappointment recommendations to the Board of Supervisors.**

Second: **Debbie Franklin.**

Member Vote: <b>8/8 - Passed</b>					
Barbara Adams	✓	Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox	✓	Milissa Meyer	✓
Leezett Casal		Debbie Franklin	✓	Barbara Mitchell	✓
Teresa Chappell	✓	Cynthia Lemus		Sterlon Sims	
Barbara Christian	✓	Javier Lopez	✓		

4.5 Prioritizing Presentation Topics

Description: Members will meet to discuss what presentation topics they would like to prioritize for the current and coming Council years.

Discussion: **Members discussed presentation topics they would like to see such as the current economy's effect on seniors, the work of Community Action, senior transportation, Grandparents Raising Grandchildren, and Medicare.**

Public Comments: **None.**

Motion:

Second:

Member Vote:					
Barbara Adams		Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox		Milissa Meyer	
Leezett Casal		Debbie Franklin		Barbara Mitchell	
Teresa Chappell		Cynthia Lemus		Sterlon Sims	
Barbara Christian		Javier Lopez			

5. **Committee Reports from Chairs**

5.1 Bylaws Committee

5.2 Membership Committee

6. **Liaison Reports**

7. **Ambassador Reports**

8. **Member Reports**

9. **Closing Comments & Special Announcements**

The Chair, Mark Cox, reminded the Council they need to do better and be more aggressive about visiting senior and community centers.



**10. Adjourn – Mark Cox, Chair**

Discussion: **None.**

Public Comments: **None.**

Motion to Adjourn: **Javier Lopez.**

Second: **Debbie Franklin.**

Member Vote: <b>8/8 - Passed</b>					
Barbara Adams	✓	Tyler Cobb		Steve Mehlman	
Don Brock		Mark Cox	✓	Milissa Meyer	✓
Leezett Casal		Debbie Franklin	✓	Barbara Mitchell	✓
Teresa Chappell	✓	Cynthia Lemus		Sterlon Sims	
Barbara Christian	✓	Javier Lopez	✓		

Adjourned at: **11:54 am.**

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