

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: March 13, 2024 Time: 10:00am – 12:00pm

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: **10:01 am**

1.2 Establish Quorum:

Roll Call: 10/14 – Quorum: 5/9					
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

Recess: 10:09 am to attend the Office on Aging Area Plan Public Hearing.

2. Presentations

2.1 Area Plan Public Hearing – *Office on Aging Staff*

There was not a second presentation Given. Members sat in during the Public Hearing presentation from 10:10 am to 11:15 am.

Return from Recess: 11:20 am

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

3.1 Advisory Council Bylaws

Staff notified Members that County Counsel has returned their Bylaws with suggestions for edits.

3.2 New OoA Logo

Staff informed Members the Office on Aging is developing a new logo which is pending approval.

3.3 General Department Updates

4. Discussion and Action Items – Debbie Franklin, Vice-Chair

4.1 Approval of February 14, 2024 General Council Meeting Minutes

Description: Members will vote to approve the February 14, 2024 meeting minutes.

Discussion: **None.**

Public Comments: **None.**

Motion: **Barbara Mitchell – motion to approve February 14, 2024 meeting minutes.**

Second: **Barbara Christian**

Member Vote: 6/6 – Vote Passed					
Barbara Adams	✓	Tyler Cobb	abstain	Steve Mehlman	absent
Don Brock	abstain	Mark Cox	absent	Milissa Meyer	absent
Leezett Casal	absent	Debbie Franklin	✓	Barbara Mitchell	✓
Teresa Chappell	✓	Cynthia Lemus	abstain	Sterlon Sims	abstain
Barbara Christian	✓	Javier Lopez	✓		

4.2 Reschedule October 11, 2023 Advisory Council Meeting

Description: The October 11, 2023 meeting was cancelled. To meet the requirement of 10 meetings per year, members will select a new meeting date.

Discussion: **Members discussed possible dates to make up the October 11, 2023 meeting.**

Suggestions included attending two meetings in one day and holding an additional meeting in May or June.

Public Comments: **None.**

Motion: **Barbara Christian – motion to meet on June 5, 2024 at 10:00 am in addition to the regularly scheduled June 12, 2024 meeting.**

Second: **Don Brock**

Member Vote: Unanimous – Vote Passed					
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 Advisory Council Bylaws

Description: Members will review comments received from County Council’s office on their proposed bylaws revision.

Discussion: **Staff member Aide Valentin provided members with a short presentation outlining the basic changes County Counsel has recommended for the Advisory Council Bylaws. Members discussed the suggested changes which generally included minor changes to wording and correcting conflicting elements.**

Public Comments: **None.**

Motion: **Cynthia Lemus – motion to make County Counsel’s suggested amendments and submit the bylaws to the Board of Supervisors for approval.**

Second: **Barbara Mitchell**

Member Vote: Unanimous – Vote Passed					
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 Discussion on the Need for Ad-Hoc Committees

Description: Members will discuss whether there is a need to create Ad-Hoc committees to address critical senior issues.

Discussion: **Members discussed the Advisory Council’s goals and duties, such as advising the Office on Aging on the needs of the community’s seniors and senior centers. Barbara Christian suggested creating an ad-hoc Health Index Committee due to poor health scores reported in Riverside County. Members agree the Council will need to maintain a Membership Committee to fill open Council vacancies. Members discussed creating ad-hoc committees which align with the three Area Plan goals.**

Public Comments: **None.**

Motion: **None.**

Second: **None.**

Member Vote: No vote taken.					
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 - None

5.2 Membership Committee – *Cynthia Lemus*

a. Update on Council Applicant Review Process

Membership Committee Chair Cynthia Lemus reported the results of the Membership Committee’s February 28, 2024 meeting and interviews to Council Members. Lemus stated there were initially nine interviews scheduled for three Council positions, and five candidates attended. Lemus reported on the next steps of the process, which include submitting the applicants to the Council Chair and conducting background checks. Lemus stated the Council will likely have new members ready for appointment by June 2024.

5.3 Healthy Living – None

5.4 Community Connections – None

6. Liaison Reports - None

7. Ambassador Reports - None

8. Member Reports - None

9. Closing Comments & Special Announcements

- **Debbie Franklin informed the Council of Sterlon Sims’ award of Woman of the Year from Supervisor Jeffries.**
- **Don Brock reminded the Council to provide senior centers with resource packets, as many seniors do not know about the Office on Aging or the resources available to them.**
- **Theresa Chappell reminded Members of the benefits of making phone calls to senior centers prior to sending emails, as there is a greater feeling of connection.**
- **Members requested updates on mileage and travel reimbursements. Staff discussed creating a document to track reimbursements more closely.**

10. **Adjourn – Debbie Franklin, Vice-Chair**

Discussion: None.

Public Comments: **None.**

Motion to Adjourn: **Don Brock – motion to adjourn.**

Second: **Barbara Mitchell**

Member Vote: Unanimous – Vote Passed					
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: **12:11 pm**

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.