

# RIVERSIDE COUNTY ADVISORY COUNCIL ON AGING MEMBERSHIP COMMITTEE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: April 24, 2024 Time: 10:00am – 12:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

1. First Order of Business Cynthia Lemus, Committee Chair

- 1.1 Call to Order
- 1.2 Establish Quorum

**Roll Call:**

Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	
Teresa Chappell		Javier Lopez		Barbara Mitchell	

- 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. Discussion and Action Items Cynthia Lemus, Committee Chair

- 2.1 Approval of February 28<sup>th</sup>, 2024, Meeting Minutes.  
Description: Membership Committee members will review and vote to approve the February 28<sup>th</sup>, 2024, committee meeting minutes.  
Discussion:  
Public Comments:  
Motion:  
Second:

Member Vote:					
Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	
Teresa Chappell	<b>Abs.</b>	Javier Lopez	<b>Abs.</b>	Barbara Mitchell	<b>Abs.</b>

2.2 Review of Advisory Council Member Three-Year Evaluation Forms.

Description: Committee members will review responses to three-year evaluation forms submitted by Council members with terms ending June 30, 2024.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	
Teresa Chappell		Javier Lopez		Barbara Mitchell	

2.3 Member Reappointment Recommendations

Description: Recommendations will be made on member reappointments and will be shared with the Advisory Council at the next general meeting.

Discussion:

Public Comments:

Motion:

Second:

Member Vote:					
Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	
Teresa Chappell		Javier Lopez		Barbara Mitchell	

3. Closing Comments/Special Announcements

4. Adjourn

Cynthia Lemus, Chair

Motion to Adjourn:

Second:

Member Vote:					
Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	
Teresa Chappell		Javier Lopez		Barbara Mitchell	

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 materials, please contact the Office on Aging 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 MEMBERSHIP COMMITTEE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: February 28, 2024 Time: 9:00am – 5:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

1. First Order of Business Cynthia Lemus, Committee Chair

1.1 Call to Order: **9:13 am**

1.2 Establish Quorum

**Roll Call: 3/3**

Cynthia Lemus, Committee Chair	✓	Don Brock	✓	Debbie Franklin	✓
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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. Discussion and Action Items Cynthia Lemus, Committee Chair

2.1 Approval of February 5<sup>th</sup>, 2024, Meeting Minutes.

Discussion: **None.**

Public Comments: **None.**

Motion: **Debbie Franklin – motion to approve February 5, 2024 meeting minutes.**

Second: **Don Brock**

<b>Member Vote: unanimous – vote passed</b>					
Cynthia Lemus, Committee Chair	✓	Don Brock	✓	Debbie Franklin	✓

**Recess: 9:30 am – 9:55 am**

2.2 Candidate Interviews.

Discussion: **Members interviewed Advisory Council candidates Wes Winter, David Kelly, Carla Torrence, Candice Nichols, and Linda Hicks.**

**Recess: 11:58 am – 12:31 pm**

Public Comments: **None.**

Motion: **No motion made.**

Second:

<b>Member Vote: No vote taken.</b>					
Cynthia Lemus, Committee Chair		Don Brock		Debbie Franklin	

**Recess: 1:54 pm – 2:10 pm**

2.3 Member Discussion of Candidates for Consideration.

Discussion: **Members discussed candidate interviews and recommended candidates to forward to the Chair for membership consideration.**

Public Comments: **None.**

Motion: **Don Brock - motion to share recommendations of interviewed candidates and forward interview scores to the Chair for Council membership consideration.**

Second: **Debbie Franklin**

<b>Member Vote: unanimous – vote passed</b>					
Cynthia Lemus, Committee Chair	✓	Don Brock	✓	Debbie Franklin	✓

3. Closing Comments/Special Announcements

4. Adjourn

Cynthia Lemus, Chair

Discussion: **None.**

Motion to Adjourn: **Don Brock**

Second: **Debbie Franklin**

<b>Member Vote:</b>					
Cynthia Lemus, Committee Chair	✓	Don Brock	✓	Debbie Franklin	✓

Adjourned at: **2:43 pm**

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