

# RIVERSIDE COUNTY & ADRC ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: November 12, 2025 Time: 12:00pm – 1:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

**1. First Order of Business – Javier Lopez, Chair**

- 1.1 Call to Order
- 1.2 Establish Quorum

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

- 1.3 ADA Guideline Requests
- 1.4 Public Comments
- 1.5 Chair Reports and Reminders

**2. Discussion and Action Items – Javier Lopez, Chair**

- 2.1 Approval of September 10, 2025, Executive Committee Meeting Minutes  
Description: Executive Committee members will review and vote to approve the September 10, 2025, committee meeting minutes.  
Discussion:  
Public Comments:  
Action Motion:  
Second:

Roll Call:					
Javier Lopez Chair	Abstain	Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.2 Approval of October 08, 2025, Executive Committee Meeting Minutes

Description: Executive Committee members will review and vote to approve the October 08, 2025, meeting minutes.

Discussion:

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair	Abstain	Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.3 Annual Report

Description: Executive Committee members will review the draft of the annual report, which will be shared with the General Council at a future meeting.

Discussion:

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.4 General Committee Meeting Agenda for December 10<sup>th</sup>, 2025

Description: Executive Committee members will draft the December 10<sup>th</sup>, 2025, General Advisory Council Meeting Agenda.

Discussion:

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.4 Executive Committee Meeting Agenda for December 10<sup>th</sup>, 2025.

Description: Executive Committee members will draft the December 10<sup>th</sup>, 2025, Executive Committee Meeting Agenda Discussion:

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

3. **Adjourn – Javier Lopez, Chair**

Discussion:

Public Comments:

Motion to Adjourn:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

Adjourned at:

**Advisory Council on Aging Guidelines**

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**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 & ADRC ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: October 08, 2025 Time: 12:00pm – 1:00pm

Facilitator: Renne Sanchez, Supervising Program Specialist

## Agenda Items

### 1. First Order of Business – Javier Lopez, Chair

1.1 Call to Order: **12:13pm**

1.2 Establish Quorum

Roll Call: <b>2/3 Quorum reached</b>					
Javier Lopez Chair	✓	Tyler Cobb Vice Chair	<b>Absent</b>	Debbie Franklin Parliamentarian, Bylaws Committee Chair	✓

1.3 ADA Guideline Requests

1.4 Public Comments – **None.**

1.5 Chair Reports and Reminders

### 2. Discussion and Action Items – Javier Lopez, Chair

2.1 Approval of September 10, 2025, Executive Committee Meeting Minutes

Description: Executive Committee members will review and vote to approve the September 10, 2025, committee meeting minutes.

Discussion: **This action item will be deferred to next month's agenda to ensure the minimum number of members are present.**

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair	Abstain	Tyler Cobb Vice Chair	<b>Absent</b>	Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.2 Officer Duties and Goals

Description: Executive Committee members will meet to go over their duties and goals.

Discussion: **Members discussed new officer roles and expectations for FY 25-26.**

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.3 General Committee Meeting Agenda for November 12<sup>th</sup>, 2025

Description: Executive Committee members will draft the November 12<sup>th</sup>, 2025, General Advisory Council Meeting Agenda.

Discussion: **Members discussed and proposed agenda items for the November 12<sup>th</sup>, 2025, meeting.**

Public Comments:

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

2.4 Executive Committee Meeting Agenda for November 12<sup>th</sup>, 2025.

Description: Executive Committee members will draft the November 12<sup>th</sup>, 2025, Executive Committee Meeting Agenda Discussion:

Public Comments: **Members discussed and proposed agenda items for the November 12<sup>th</sup>, 2025, executive meeting.**

Action Motion:

Second:

Roll Call:					
Javier Lopez Chair		Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	

3. **Adjourn – Javier Lopez, Chair**

Discussion:

Public Comments:

Motion to Adjourn: **Debbie Franklin**

Second: **Javier Lopez**

Roll Call: <b>2/3 vote passes</b>					
Javier Lopez Chair	✓	Tyler Cobb Vice Chair		Debbie Franklin Parliamentarian, Bylaws Committee Chair	✓

Adjourned at: **12:24pm**

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