

# 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

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 Officer Duties and Goals

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

Discussion:

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:

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:

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

**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 & ADRC ADVISORY COUNCIL ON AGING EXECUTIVE MEETING

Location: 3610 Central Avenue, Suite 102  
Riverside, California

Date: September 10, 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: **12:00pm**

1.2 Establish Quorum

Roll Call: <b>3/3 Quorum reached</b>					
Javier Lopez Chair	✓	Tyler Cobb Vice Chair	✓	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 June 11, 2025, Executive Committee Meeting Minutes

Description: Executive Committee members will review and vote to approve the June 11, 2025, committee meeting minutes.

Discussion:

Public Comments: **None.**

Action Motion: **Tyler Cobb**

Second: **Debbie Franklin**

Roll Call: <b>Vote Passes</b>					
Javier Lopez Chair	Abstain	Tyler Cobb Vice Chair	✓	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 October 8<sup>th</sup>, 2025

Description: Executive Committee members will draft the October 8<sup>th</sup>, 2025, General Advisory Council Meeting Agenda.

Discussion: **Members discussed and proposed agenda items for the October 8<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 October 8<sup>th</sup>, 2025.

Description: Executive Committee members will draft the October 8<sup>th</sup>, 2025, Executive Committee Meeting Agenda

Discussion: **Members discussed and proposed agenda items for the October 8<sup>th</sup>, 2025, executive meeting.**

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: None.

Public Comments:

Motion to Adjourn: **Javier Lopez**

Second: **Debbie Franklin**

Roll Call: <b>All in favor</b>					
Javier Lopez Chair	✓	Tyler Cobb Vice Chair	✓	Debbie Franklin Parliamentarian, Bylaws Committee Chair	✓

Adjourned at: **12:14PM**

**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.