



Riverside County Advisory Council on Aging

REGULAR MEETING

March 13, 2019

10:00 a.m. – 2:00 p.m.

Meeting Location:

- 6296 River Crest Drive, Suite K, Riverside, CA 92507
- 44-199 Monroe Street, Room 402, Indio, CA 92201

Teleconference Conference Access and Locations:

Teleconference Phone Number: (877) 939-9658

Teleconference Access Code: 8380923

AGENDA

1. First Order of Business– Gary Kelley, Chair

1.1. Call to Order

- If anyone wishes to make a public comment, please pick up a *Request for Comment* form from Stacie, fill it out, and return it to her immediately. We will call for public comments in a few minutes.

1.2. ADA Guidelines Review

1.3. Invocation

1.4. Pledge of Allegiance

1.5. Establish Quorum – Eileen Packer, Parliamentarian

1.6. Introductions

1.7. Reports and Reminders

1.8. **Presentation: Family Service Association**

- Dan H. Hoxworth, Chief Executive Officer
- Shannon Gonzales, Chief Program Officer
- Tom Donahue, Senior Nutrition Program Administrator

1.9. Public Comments

2. Action Items – Gary Kelley, Chair

2.1. Approve the **Minutes of the February 13, 2019, meeting.**

Motion by:

Seconded by:

Open Discussion

Call for Vote

Must abstain: Don, Gloria, Javier, and Lynda.

2.2. Approve that public feedback was gathered through the Public Hearing process and any applicable feedback was included in the 2019/2020 update of the 2016-2020 Strategic Area Plan, *“The Changing Face of Aging.”*

Motion by:

Seconded by:

Open Discussion

Call for Vote

Must abstain: Don, Gloria, Javier, and Lynda.

2.3. Discuss and approve Advisory Council meeting times and locations on a meeting-by-meeting basis through December 2019.

Motion by:

Open Discussion

Call for Vote

Seconded by:

2.4. Discuss and approve meeting time and location for the next Advisory Council meeting to take place on April 10, 2019, 10:00 a.m. to 2:00 p.m., at the Riverside County Office on Aging, located at 44-199 Monroe Street, Room 402, Indio, CA 92201.

Motion by:

Open Discussion

Call for Vote

Seconded by:

3. Discussion Items

3.1. REVIEW RECOMMENDATIONS FOR THE ADVISORY COUNCIL STRATEGIC PLAN FOR 2019.

[Dr. Erin Wolbeck will summarize the recommendations document from the January 2019 Advisory Council strategic planning session; Advisory Council will discuss next steps to complete the Advisory Council's 2019 Strategic Plan.]

3.2. CALIFORNIA SENIOR LEGISLATURE (CSL) NOMINATIONS AND ELECTIONS.

[Update regarding timelines for upcoming election to fill vacancies in CSL; request to Advisory Council members to assist in recruiting applicants; clarification that CSL applications are due by March 31, 2019.]

3.3. FUTURE AGENDA ITEMS FROM ADVISORY COUNCIL MEMBERS.

[Discuss the existing process for Advisory Council members to recommend agenda items for discussion at future Advisory Council meetings, including providing advance notice to the Office on Aging prior to the Executive Committee's meeting.]

3.4. EXECUTIVE COMMITTEE MEETING COMPOSITION AND ATTENDANCE.

[Discuss the current bylaws requirement that the Advisory Council Executive Committee also includes the chairs from all other standing committees.]

3.5. REVIEW STANDING AND AD HOC COMMITTEES.

[Discuss the impact of the recent Brown Act training and Strategic Planning recommendations on the existing Advisory Council subcommittees, including reviewing the status of current standing and *ad hoc* committees.]

3.6. SENIOR CENTER FOCUS GROUPS – UPDATE ON PLANNING ACTIVITIES.

[The Healthy Living Committee will provide an update on the senior center focus group and engagement activities from their meeting; will discuss planned and proposed activities for Advisory Council members to take on.]

3.7. PLANNING FOR THE 2020-2024 AREA PLAN.

[Discuss the planned activities around community engagement and survey collection to develop the upcoming 2020-2024 Area Plan on Aging, including specific support opportunities for the Advisory Council.]

4. Office on Aging Department Programs, Policy, Budget, and/or Planning information provided by Office on Aging Director and staff.

5. Advisory Council Committee and Liaison Reports of Programs, Policy, Budget

- 5.1. **California Senior Legislature Report** – Steve Mehlman
- 5.2. Healthy Living Committee Report – Barbara Mitchell
- 5.3. IHSS Advisory Council Liaison Report – Barbara Mitchell
- 5.4. Membership Committee Report – Vee Maiden
- 5.5. Older Adults System of Care Liaison Report – Barbara Mitchell
- 5.6. Planning Committee Report – Barbara Mitchell
- 5.7. Triple A Council of California (TACC) – Gloria Sanchez
- 5.8. Other Advisory Committee and Liaison Reports – Members with Updates

6. Closing Comments – All

7. Motion to Adjourn – Gary Kelley, Chair

Motion by:

Call for Vote

Seconded by:

Riverside County Board of Supervisors

District I: Supervisor Kevin Jeffries

District II: Supervisor Karen Spiegel

District III: Supervisor Chuck Washington

District IV: Supervisor V. Manuel Perez

District V: Supervisor Jeff Hewitt

Office on Aging Staff

- **Director:** Jewel Lee
- **Deputy Director for Administration:** Rachelle Román
- **Deputy Director of Programs and Operations:** Gary Robbins
- **Supervising Program Specialist:** Renée Dar-Khan
- **Senior Program Specialist:** Stephen Geist
- **Program Specialist:** Stacie Catlin
- **Executive Assistant:** Ryan Emblem

Advisory Council Officers

Chair: Gary Kelley

Vice Chair: Barbara Mitchell

Parliamentarian: Eileen Packer

Board of Supervisors Appointees

District I: Gary Kelley

District II: Sharron Lambeth

District III: Arthur W. Salyer

District IV: Javier Lopez

District V: Gloria Sanchez (LoA)

Advisory Council Members

Amia Henderson

Beverly Greer

Cynthia Lemus

Donald Brock

Doris Morgan-Hayes

Luella Thornton

Lynda House

Steve Mehlman

Vee Maiden

Victoria Zivku

Advisory Council Standing Committees

Executive	Membership	Community Connection	Healthy Living
Gary Kelley – Chair	Vee Maiden – Chair	Cynthia Lemus- Chair	Bev Greer – Chair
Barbara Mitchell	Sharron Lambeth	Luella Thornton- Vice Chair	Barbara Mitchell– Vice Chair
Eileen Packer	Barbara Mitchell	Doris Morgan-Hayes	Sharron Lambeth
	Eileen Packer	Vee Maiden	Luella Thornton
	Amia Henderson	Phyllis Purcell (CSL)	Eileen Packer
			Lynda House
			Amia Henderson

Advisory Council Subcommittees & Ad Hoc Committees

Planning (Sub-Committee)	Office on Aging Award (Sub-Committee)	Communications (Sub-Committee)
Gloria Sanchez- Chair	Vee Maiden – Chair	Steve Mehlman – Chair
Barbara Mitchell	Sharron Lambeth	Gloria Sanchez
Steve Mehlman	Barbara Mitchell	
Eileen Packer	Eileen Packer	
Bev Greer		
Art Salyer		
Bylaws Committee (Ad Hoc Committee)		Nominating Committee (Ad Hoc Committee)
Eileen Packer – Chair		To be determined
Barbara Mitchell		biennially.
Cynthia Lemus		
Steve Mehlman		The next committee will be chosen: January 2021.

Advisory Council Liaisons

- **California Senior Legislature:** Mark Cox, Senior Assemblymember
- **California Senior Legislature:** Phyllis Purcell, Senior Assemblymember
- **California Senior Legislature:** Steve Mehlman, Senior Senator
- **Continuity of Care:** Barbara Mitchell
- **Foundation on Aging:** Barbara Mitchell
- **Grandparents Raising Grandchildren:** Sharron Lambeth
- **IHSS Advisory Council:** Barbara Mitchell
- **Older Adults System of Care:** Barbara Mitchell
- **Transportation Services:** Cynthia Lemus
- **Transportation Services:** Steve Mehlman
- **Triple A Council of California:** Gloria Sanchez
- **Veterans Services:** Vee Maiden

Advisory Council on Aging Meeting Guidelines/Requirements

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 Office on Aging, 6296 River Crest Drive, Suite K, Riverside, CA 92507.

ADA: In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to attend an Advisory Council on Aging meeting, please contact Stacie Catlin at (800) 510-2020, (951) 867-3800, 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 may be limited to speak two (2) minutes or less depending on the number of speakers. At the direction of the Chair or by majority vote of the Council, the two (2) 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 for factual information or to be placed on the subsequent agenda for consideration.