



Riverside County Advisory Council on Aging

REGULAR MEETING

May 8, 2019

10:00 a.m. – 2:00 p.m.

Meeting Location:

- 12125 Day Street, Suite S-101, Moreno Valley, CA 92557
- 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 Catlin, fill it out, and return it 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. Public Comments

2. Action Items – Gary Kelley, Chair

2.1. Approve the Minutes of the March 13, 2019, meeting (Tab 1).

Motion by:

Seconded by:

Open Discussion

Call for Vote

Must abstain: Amia, Bev, Doris, and Gloria.

2.2. Discuss and approve a standing rule to allow the Chair, or a designee, to approve the Advisory Council agenda in the event there is no quorum for the Executive Committee meeting.

Motion by:

Seconded by:

Open Discussion

Call for Vote

2.3. Discuss and approve west Riverside County Advisory Council meetings to be held at 10:00 a.m. to 2:00 p.m., at Riverside County In-Home Supportive Services/Public Authority office, located at 12125 Day Street, Suite S-101, Moreno Valley, CA 92557; and east Riverside County Advisory Council meetings to be held at 10:00 a.m. to 2:00 p.m., at the Riverside County Office on Aging Indio office, located at 44-199 Monroe Street, Room 402, Indio, CA 92201 until further notice.

Motion by:

Seconded by:

Open Discussion

Call for Vote

2.4. Discuss and approve the Membership Committee's recommendations for member reappointments:

Motion by:

Seconded by:

Open Discussion

Call for Vote

2.5. Discuss and approve the final Advisory Council Annual Report for forwarding to the Board of Supervisors (Tab 2).

Motion by:

Seconded by:

Open Discussion

Call for Vote

3. Discussion Items

3.1. REVIEW THE NOMINATION AND ELECTION PROCEDEURES FOR EXECUTIVE OFFICER VACANCIES (Chair, Vice Chair, and Parliamentarian).

[Nominating committee will present the process and timeline for nominating new executive officer positions, to serve starting on July 1, 2019. Nomination forms and Consent for Election Candidacy forms will be included member's blue meeting folder. The deadline to submit those forms is May 15, 2019.]

3.2. QUORUM CALL TIMELINE AND RESPONSE

[Announce that Office on Aging will make two Quorum Calls for Advisory Council meeting attendance prior to the Executive Committee meeting. Announce Advisory Council members will be required to notify the Office on Aging, prior to the Executive Committee meeting, of their intention to telecommute for the general meeting.]

3.3. PLANNING BREAK-OUT SESSIONS

[Advisory Council members will participate in break-out session discussions regarding strategic planning for the Community Connection Committee and Healthy Living Committee.]

4. Office on Aging Department Report

4.1. Program Update (Directors' Report)

[Updates on the facility move, CalFresh Expansion, and the 2020 Census.]

4.2. Quarterly Call Center Data Report **(Tab 3)**

[Report and discuss January through March, 2019, Call Center data statistics.]

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

5.1. Advisory Committee and Liaison Reports – Members with Updates

6. Closing Comments – All

7. Motion to Adjourn – Gary Kelley, Chair

Motion by:

Seconded by:

Call for Vote

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

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

Gary Kelley – Chair
 Barbara Mitchell – Vice Chair
 Eileen Packer – Parliamentarian

Membership

Vee Maiden – Chair
 Sharron Lambeth
 Barbara Mitchell
 Eileen Packer
 Victoria Zivku

Community Connection

Cynthia Lemus- Chair
 Luella Thornton- Vice Chair
 Doris Morgan-Hayes
 Vee Maiden
 Phyllis Purcell (CSL)

Healthy Living

Bev Greer – Chair
 Barbara Mitchell – Vice Chair
 Amia Henderson
 Eileen Packer
 Luella Thornton
 Lynda House
 Sharron Lambeth

Advisory Council Subcommittees & Ad Hoc Committees

Planning

(Sub-Committee)

Gloria Sanchez- Chair
 Art Salyer
 Barbara Mitchell
 Bev Greer
 Eileen Packer
 Steve Mehlman

Office on Aging Award

(Sub-Committee)

Vee Maiden – Chair
 Barbara Mitchell
 Eileen Packer
 Sharron Lambeth

Communications

(Sub-Committee)

Steve Mehlman – Chair
 Gloria Sanchez

Bylaws Committee

(Ad Hoc Committee)

Eileen Packer – Chair
 Barbara Mitchell
 Cynthia Lemus
 Steve Mehlman

Nominating Committee

(Ad Hoc Committee)

To be determined
 biennially.

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

Foundation on Aging: Gary Kelley

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 following email address: www.rcaging.org/advisorycouncil. To view a hard copy of the materials, please contact Stacie Catlin at phone number: (951) 867-3800.

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.