



ADVISORY COUNCIL BYLAWS COMMITTEE MEETING MINUTES NOVEMBER 20, 2025

The Milwaukee County Aging Advisory Council Bylaws Committee convened in-person at the Washington Park Senior Center. Members and attendees also joined virtually and by teleconference.

Members Present

Ellen Pimentel, *Chair*
Nancy Simuel
Roland Dittus-Plath
Megan Newman
Julia Means
Jennifer Bliese

Members Excused

Deborah Lewis
Kent Mayfield

Staff Present

Emily Petersen, *DHHS*

MINUTES

I. CALL TO ORDER AND ROLL CALL

Advisory Council Chair, Ellen Pimentel, called the meeting to order at 2:35 p.m., and Emily Petersen, AAA Advocacy and Policy Manager took the roll call. A quorum of members was present.

II. REVIEW COMMISSION ON AGING BYLAWS.

This item was discussed with no action taken.

III. REVIEW EXAMPLES OF OTHER ADVISORY COUNCIL BYLAWS.

The Committee reviewed examples of bylaws from other, similar bodies, including the Greater Wisconsin Agency on Aging Resources Advisory Council, King County, Washington Aging Advisory Council, and Milwaukee County Mental Health Board. This item was discussed with no action taken.

IV. DISCUSSION OF ADVISORY COUNCIL BYLAWS DRAFT.

The Committee decided the following items should be included in an initial draft of the bylaws:

- Number of members
- Attendance policy
- Onboarding procedures
- Code of conduct and member ethics

- Terms for officer positions

Staff will draft an initial document to be reviewed at the next meeting.

V. FUTURE MEETING SCHEDULE.

The Committee will meet again in December at a date to be determined.

VI. ADJOURNMENT

MOTION: To adjourn

ACTION: Motion prevailed by unanimous consent (Dittus-Plath Moved, Bliese Second).

Meeting Adjourned at 3:30 p.m. The next Advisory Council Bylaws Committee meeting is Monday, December 15, 2025 at 3 p.m.

Sincerely,

Emily Petersen
Advocacy and Policy Manager