



## **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.**

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