



MILWAUKEE COUNTY
Department on Aging

**Milwaukee County Commission on Aging
Executive Committee Meeting
April 1, 2019**

The Executive Committee held its monthly meeting on Monday, April 1, 2019, at the Clinton Rose Senior Center, 3045 N. Martin Luther King Jr. Drive, Milwaukee, WI 53212.

Attendance was taken verbally and documented by COA Chairwoman Barbara Wyatt Sibley.

Members Present:

Commissioner Barbara Wyatt Sibley, Chair
Commissioner Fred Knueppel, Vice Chair

Other Commissioners Present:

Debra Jupka
John Griffith

Staff Present:

Jon Janowski, Director of Administration
Holly Davis, Executive Director

Attendees from the Public

None

MINUTES

I. Meeting called to order at 11:45 AM.

II. Review and approval of the March 4th, 2019 Executive Committee meeting minutes.

The meeting minutes were reviewed and approved by Chair Wyatt Sibley and Commissioner Knueppel.

III. Discussion and Action Items:

A. Discussion Items:

a. Update on Commission on Aging bylaws process

The group discussed the upcoming Commission on Aging meeting and what role the Office of Corporation Counsel will play in preparing documents for that meeting. The Committee also discussed the issues that will be discussed within Articles III and IV at the next meeting. The Committee agreed that it would be helpful for Corporation Counsel to prepare a document well in advance of the Commission meeting that lays out the Commission options within these articles. Based on Commission decisions at the upcoming Commission meetings the bylaws will be handed back to Corporation Counsel for final drafting.

Discussion also centered on to what extent other Commissioners should participate in future Executive Committee meetings. The Committee agreed that other Commissioners should be encouraged to participate in future Executive Committee meetings, particularly in light of many Commissioner terms ending within the next few months.

b. Update on Commission on Aging succession planning

The Committee reviewed Mr. Janowski's updated "potential Commissioners" list and provided some updates.

The Committee agreed that Mr. IZARD, Ms. Sharp, and Ms. Honore should be forwarded to the County Executive's Office for interviews. The Committee prioritized the other members on the list and discussed Committee member follow-up responsibilities. The Committee asked that the one-pager's for the Commission on Aging and ADRC Governing Board be included in this year's Senior Statesman packet. The Committee emphasized that individuals going through the Senior Statesman program might be good candidates to serve on the Commission and/or its standing committees, and if they are interested in serving then they should send in their resumes to Ms. Davis or Mr. Janowski. Mr. Griffith and Chair Wyatt Sibley added more individuals to the "potential Commissioners" list, and Mr. Griffith also advocated for an additional member to be added to the Advocacy Committee. The Committee agreed that the May meeting should include an agenda item to review all existing Commission on Aging standing committee members, as well as Senior Statesman participants, to determine who else might be added to the "potential Commissioners" list.

c. Review of 2019 reflection and presentation calendar

The Committee reviewed the existing calendar and made no changes. The Milwaukee County Executive will be asked to attend the April meeting to congratulate the Senior Statesman graduates and participate in an informal “question and answer” session with Commissioners.

d. Update on COA field trips

The Committee reviewed the field trip plans as coordinated by Commissioner Jupka. Commissioner Jupka noted that a third field trip will be scheduled in June at Lapham Park.

e. Coggs Center building access for meetings and events

Mr. Janowski noted that the 13th St. entrance is now open at Coggs. Ms. Davis noted that she and Mr. Janowski would be meeting with DAS staff this week to discuss other building needs.

B. Action Items:

a. Setting the May 24th, 2019 Commission on Aging meeting agenda

The Committee reviewed the draft COA agenda passed out by Mr. Janowski. The Committee agreed that the schedule might have to be reorganized based on the County Executive’s schedule. Chair Wyatt Sibley asked that an agenda item be added relating to the Wisconsin Policy Forum (WPF) report so the Commissioners can discuss ideas and next steps. The Committee also asked that Chairman Lipscomb be invited to the May meeting to discuss the County budget and listen to the Commission discussion on the WPF report.

b. Update on upcoming events

The Committee noted that WAAN Advocacy Day is coming up on May 14th and that the event flyer needs to be posted at senior centers and throughout the community.

c. Review of COA Committee off-site meeting schedule for 2019

This item was discussed by the Committee earlier in the meeting.

d. Review of potential Commissioner process

i. Standardized informational form for potential Commissioners

This item was discussed by the Committee earlier in the meeting.

ii. Resume/Biography

This item was discussed by the Committee earlier in the meeting.

iii. One-pager (COA summary document)

This item was discussed by the Committee earlier in the meeting.

IV. Adjournment: Meeting adjourned at 1:05 PM.

The next Executive Committee meeting will be May 6th, 2019, at the Coggs Center (1220 W. Vliet St., Room 104).

Respectfully submitted,



Jon Janowski
Director of Administration