



## COMMISSION ON AGING MEETING MINUTES DECEMBER 12, 2025

A quorum of **Commission on Aging** (COA) members convened in person at Marcia P. Coggs Human Health and Services Center, 1230 W. Cherry St., with a virtual MS Teams and video conference option on Friday, December 12, 2025.

### **Commissioner's Present:**

Janice Wilberg, Ph.D., *Chair*  
Terrence R. Moore, Sr., *Vice-Chair*  
Brian Peters, *Legislative Officer*  
Gloria Miller, *Secretary*  
George Banda  
Mark P. Behar, PA-C  
Denise Callaway  
Eugene Guszkowski, M.Arch.  
Marni King  
Amber Miller, *Exec Comm. at Large*  
Paula Penebaker  
Jacqueline Smith  
Crocker Stephenson  
Cindy Van Vreede

### **Commissioner-Elect Not Present**

Supervisor Juan Miguel-Martinez

### **Milwaukee County Staff:**

Stefan Dostanic, *County Clerks Office*  
Adam Gilmore, *Ethics Board*  
Daniel Idzikowski, *DHHS*  
Carrie Koss Vallejo, *DHHS*  
Vonda Nyang, *DHHS*  
Emily Petersen, *DHHS*  
Alicia Terry, *Ethics Board*

### **Attendees from the Public**

Jill Kenehan-Krey, *ASL Interpreter*  
Stephanie Zito, *ASL Interpreter*  
Shannon Downie, *SOA*

## MINUTES

### **I. CALL TO ORDER AND ROLL CALL**

Chair Janice Wilberg called the meeting to order at 9 a.m. Secretary Gloria Miller conducted a roll call. A quorum of Commissioners was present.

### **II. APPROVAL OF THE NOVEMBER 21, 2025, COMMISSION ON AGING MEETING MINUTES**

**MOTION:** To approve November 21, 2025, Commission on Aging meeting minutes.  
**ACTION:** Motion prevailed. (Banda Moved, Peters Second, Behar abstains).

### **III. ELECTIONS OF OFFICERS**

- **COA Chair:** Denise Callaway was nominated as Chair. There were no other nominations.

**ACTION:** Commissioner Callaway was elected by unanimous consent.

- **COA Vice-Chair:** Eugene Guszkowski was nominated as Vice-Chair. There were no other nominations.  
**ACTION:** Commissioner Guszkowski was elected by unanimous consent.
- **COA Legislative Officer:** Commissioner Brian Peters was nominated as Legislative Officer. There were no other nominations.  
**ACTION:** Commissioner Peters was elected by unanimous consent.
- **COA Secretary:** Commissioner George Banda was nominated as Secretary. There were no other nominations.  
**ACTION:** Commissioner Banda was elected by unanimous consent.
- **Executive Committee's At-large position:** There were two nominations for the Executive Committee's At-large position Commissioners; Paula Pennebaker and Mark Behar.
- **ACTION:** A ballot vote of thirteen was conducted, resulting in 11 votes for Commissioner Pennebaker and 2 votes for Commissioner Behar;
- **ACTION:** Commissioner Pennebaker is elected to the Executive Committee as the at-large member.

COA Chair Wilberg expressed appreciation for the Commission's progress over recent years, emphasizing its strengthened authority and commitment to addressing challenges facing older adults in Milwaukee County. She encouraged the incoming leadership team to continue advancing advocacy and services for seniors. COA Vice Chair Moore also shared remarks of gratitude and affirmed his decision not to seek re-election, citing the importance of leadership renewal.

#### **IV. INFORMATIONAL ITEM: MILWAUKEECOUNTY EITHICS, ADMAM GILMORE EXECUTIVE DIRECTOR, MILWAUKEE COUNTY ETHICS BOARD**

Adam Gilmore, Executive Director of the Milwaukee County Ethics Board, accompanied by paralegal Alicia Terry, presented on the Ethics Code, standards of conduct, conflicts of interest, gift policies, use of government resources, and secondary employment guidelines. Members were reminded of their obligation to file Statements of Economic Interest annually and were provided with instructions for completing these disclosures through the county's online portal. For more information, see the document titled "Milwaukee County COA NEO Ethics Presentation: Instructions for Statement of Economic Interests."

#### **V. INFORMATIONAL ITEM: CONDUCTING COMMISSION MEETINGS, STEFAN DOSTANIC, DEPUTY COUNTY CLERK**

Deputy County Clerk Stefan Dustin delivered a training session on conducting Commission meetings in compliance with Wisconsin's Open Meetings Law and Robert's Rules of Order. He highlighted best practices for agenda setting, quorum requirements, motions, and voting procedures, stressing the importance of

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transparency and efficiency in public meetings. For more information, see document titled Roberts Rules of Order General Overview Milwaukee County Clerk's Office

**VI. ADJOURNMENT**

Meeting adjourned at 11 a.m.

MOTION: To adjourn

ACTION: Motion prevailed by unanimous consent (G. Miller Moved, Penebaker Second)

Respectfully submitted,

Vonda Nyang  
Executive Assistant

DRAFT