



**COMMISSION ON AGING
EXECUTIVE COMMITTEE MEETING
SEPTEMBER 11, 2023**

The Executive Committee members convened virtually on Monday, September 11, 2023. Members and attendees joined the virtual meeting hosted on Microsoft Teams with video and call options.

Members Present

Janice Wilberg, *Chairwoman*
Elliott Moeser, *Legislative Officer*
Terrence Moore Sr., *Secretary*

Milwaukee County Staff Present

Schinika Fitch, *County Executive's Office*
Daniel Idzikowski, *DHHS, ADS, AAA*
Marietta Luster, *DHHS*
Vonda Nyang, *DHHS, ADS, AAA*

Members Excused

Amber Miller, *Vice-Chair*

MINUTES

I. CALL TO ORDER AND ROLL

Chair Janice Wilberg called the meeting to order at 11:05 a.m. The chair did a visual roll call. Vice Chair Amber Miller was excused from today's meeting. Secretary Moore joined a few minutes late and a quorum was then present.

II. REVIEW AND APPROVAL OF THE AUGUST 14, 2023, EXECUTIVE COMMITTEE MEETING MINUTES

The minutes were not available for review and were tabled unto the next Executive Committee meeting scheduled for Friday, October 20, 2023.

III. DISCUSSION AND ACTION ITEMS

- A. Informational Item, Update on Commission on Aging Vacancies, Schinika Fitch, Director of Community Relations, County Executive's Office:** Director Fitch conveyed that Commissioner Jon Gaines is returning to attending Commission meetings. And there is one Commission vacancy left to fill for a healthcare professional. Chair Wilberg asked how the Commission can assist with filling the last Commission vacancy. By ensuring candidates understand expectations and the commitment they will undertake by serving on the Commission. The healthcare professional doesn't have to be employed in the healthcare field currently; they can be retired.

The Executive Committee discussed the Commissioners who are about to complete their two terms of service who will soon transition off the Commission and those who are up for reappointment to a second term. Commissioner Griffith will end his second term in October 2023. Chair Wilberg and Legislative Officer Moeser are overdue for their reappointment to be submitted for their second term. Chair Wilberg asked if Commissioners who have completed serving their last term can remain on the Commission until their position is refilled. Director Fitch stated her understanding is that Commissioners who have served both terms can remain only if the Commission is waiting to fill the commissioner's seat.

B. Action Item, Executive Committee and COA meeting dates for

November 2023: The Executive Committee discussed and confirmed the November meeting dates for the Executive Committee meeting and the Commission on Aging meeting. The Executive Committee will meet at 11 a.m. virtually on November 6, 2023, and the Commission on Aging (COA) will be a hybrid/in-person meeting on November 17, 2023, at 9 a.m.

MOTION: To approve the November 2023 meeting dates for the Executive Committee and Commission on Aging (COA) meetings.

ACTION: Motion prevailed by unanimous consent (Moeser Moved, Moore Second).

Director Idzikowski reminded the Executive Committee that last year the Executive Committee decided to hold a special Commission meeting in December to hold officer elections. Idzikowski proposed including a training on “ethics and open meetings.” The Executive Committee agreed to hold a special Commission meeting on December 8, 2023, at 9 a.m.

MOTION: To approve a special Commission on Aging meeting on December 8, 2023, at 9:00a.m. to hold officer elections and brief training on ethics and open meeting laws.

ACTION: Motion prevailed by unanimous consent (Moore Moved, Moeser Second).

C. Action Item, Non-Commissioner Committee and Council Member

Nominations: No new appointees were to be considered for the Commissions, Subcommittees, or Councils.

D. Action Item, Inclusion of the Nutrition Council within the Bylaws of

the Commission on Aging: Aging Director Idzikowski provided information on the Nutrition Council’s current bylaws, why the Nutrition Council isn’t a Council under the Commission, and why the Commission wants to make changes to its bylaws to formalize its connection to the Commission on Aging. This topic will be included in the September COA meeting agenda.

- E. Action Item, 2024 AAA Request for Proposals (RFP's) and 2024 Contract Recommendations:** There was a lengthy discussion on the RFP approval process for vendors and what should be done if vendors are not compliant with meeting their metrics. Chair Wilberg decided to table this topic until the Service Delivery Committee can discuss the RFP proposals and contracts before the Executive Committee makes any recommendations. The Chair decided to table this discussion for the October 2023 meeting.
- F. Discussion/Action Item, Livable Communities Initiative:** Chair Wilberg informed the Executive Committee that there wasn't anything to report at this time due to one of the critical members, Louis Hernandez, no longer works with the County Executive's Office. The Chair has met with Tim Shabo, Deputy Chief of staff, about starting talks again on this initiative. This item has been tabled for a later meeting.
- G. Action Item, Setting the September 22, 2023, Commission on Aging meeting agenda:** For the guest remarks section, the Chair suggested having a backup speaker to talk on leadership since the Senior Leadership program participants will be present at the COA meeting. Secretary Moore was asked to provide remarks, and he agreed. Chair Wilberg suggested scheduling Gina Green-Harris to provide remarks at the October 27, 2023, meeting. Gordie Bennett, Sustainability Director for the Department of Administrative Services, Facilities Management, would like to present his Climate Action 2050 Plan at the Commission's September or October meeting. Chair Wilberg wants his presentation in October to accommodate Commission business. The Executive Committee confirmed the September 22, 2023, meeting agenda.

IV. ADJOURNMENT

A motion was made to adjourn the meeting at 12:15 p.m.

MOTION: To adjourn the meeting.

ACTION: Motion prevailed by unanimous consent (Moore Moved, Moeser Second).

The next Executive Committee meeting is scheduled for Friday, October 20, 2023, at 9 a.m. (virtual and audio) on Microsoft Teams.

Respectfully submitted,

Vonda Nyang,
Executive Assistant