



**COMMISSION ON AGING  
EXECUTIVE COMMITTEE MEETING  
NOVEMBER 6, 2023**

The Executive Committee members convened virtually on Monday, November 6, 2023. Members and attendees joined the virtual meeting hosted on Microsoft Teams with video and call options.

**Members Present**

Janice Wilberg, *Chairwoman*  
Amber Miller, *Vice-Chair*  
Elliott Moeser, *Legislative Officer*  
Terrence Moore Sr., *Secretary*

**Milwaukee County Staff Present**

Vonda Nyang, *DHHS, ADS, AAA*

**Attendees**

Commissioner Gloria Miller  
Mark Behar

**Milwaukee County Staff Present**

Daniel Idzikowski, *DHHS, ADS, AAA*

**MINUTES**

**I. CALL TO ORDER AND ROLL**

Chair Janice Wilberg called the meeting to order at 11 a.m. Secretary Moore called the roll. A quorum was present.

**II. REVIEW AND APPROVAL OF THE OCTOBER 13, 2023, EXECUTIVE COMMITTEE MEETING MINUTES**

**MOTION:** To approve the October 13, 2023, Executive Committee meeting minutes.

**ACTION:** Motion prevailed by unanimous consent (A. Miller Moved, Moeser Second).

**III. DISCUSSION AND ACTION ITEMS**

**A. Informational Item, Update on Commission on Aging Vacancies, Chair Wilberg:** Chair Wilberg provided the update on Commission vacancies on behalf of Tim Schabo. The Health and Human Needs Committee is reviewing Mark Behar's appointment on December 6, 2023. Also, Jackie Smith, a potential Commission nominee's information, was forwarded by the Chair to the County Executive's Office for consideration. Chair Wilberg's reappointment is moving forward.

The Department of Health and Human Services Aging Services Director Daniel Idzikowski informed the Executive Committee that Commissioner Cherie Swenson has requested to resign from the Commission on Aging but has not yet sent a formal resignation letter. Although Ms. Swenson is leaving the Commission, she would like to remain a member of the Advisory Council.

**B. Action Item, Executive Committee meeting dates 2024:** Idzikowski reviewed and discussed the 2024 Executive Committee and Commission on Aging (COA) meeting dates and times with the Executive Committee. Chair Wilberg and the Executive Committee agreed to the 2024 schedules for the Executive Committee and COA. Executive Assistant Vonda Nyang will post the Executive Committee and Commission on Aging meetings and their supporting documents in advance on the County Legislative Information Center (CLIC). Ms. Nyang will follow up with the other Committee and Council Chairs and Coordinators to confirm their meeting dates and times so she can send the 2024 master schedule calendar to Commissioners, Committee, and Council members.

**C. Action/Discussion Item, Commissioner Attendance:** Chair Wilberg discussed her displeasure with the Commissioner's attendance since the start of scheduled in-person COA meetings. Commissioners should have informed the Chair, Vice-Chair, and Executive Assistant that they could not attend the COA meetings. The Chair wants Commission nominees to know the expectations for a commissioner who serves on the Commission on Aging (COA) before being sent to the County Executive's Office for consideration. Chair Wilberg requested a 2023 Commissioner attendance report for review to investigate the possibilities of making changes to the COA bylaws to include an attendance policy for Commissioners. Also discussed was accessing county emails and meeting links.

Legislative Officer Elliot Moeser requested to amend today's Executive Committee agenda to add an agenda item for the Advocacy Committee Chair to discuss a letter the Advocacy Committee needs to send out today. Director Idzikowski informed the Chair that to amend the agenda, the Executive Committee needs a two third vote from the Committee agreeing to amend the agenda.

**MOTION:** To amend the agenda to include Item G to discuss a letter to be sent regarding the Older Americans Act funding (OAA).

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

This item was added to the agenda as Item G.

**D. Discussion Item, COA Meetings Modality:** Director Daniel Idzikowski discussed benefits for the Commission to continue hybrid meetings:

- helps the Commission meet its quorum requirement;
- allows the State and County employees to attend;
- allows Milwaukee County constituents and COA members who are still employed and unable to travel to attend virtually;
- allows individual who are sick or have COVID to attend.

Other issues discussed were the room set-up for the in-person meetings.

The Executive Committee also discussed having a visual clue on the COA agenda to remind Commissioners to attend the COA meetings in person by having the in-person location listed first and adding the hybrid information after. Lastly, the Chair will notify the Commissioners of her attendance expectations for Commissioners to attend the COA meetings in person.

**E. Action Item, Non-Commissioner Committee and Council Member Nominations:** Director Idzikowski provided resumes and bios for Nancy Simuel, Martin Matson, Sandy Janzer, and Debra Lewis, which were sent to the Executive Committee for the Executive Committee to review and approve appointments to the Advisory Council.

**MOTION:** To forward all four new Advisory Council member nominations to the Commission on Aging for confirmation (Nancy Simuel, Martin Matson, Sandy Janzer, and Debra Lewis).

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

**F. Action Item, Setting the November 17, 2023, Commission on Aging meeting agenda:** The Chair reviewed the proposed COA November 17, 2023 agenda and asked Director Idzikowski to confirm with presenter Gina Green-Harris that she will attend the November meeting; if not, Commissioners Griffith and Moeser will be added to the agenda in place of the presenter to provide comments.

Chair Wilberg would like to change the agenda to allow the public to weigh in on discussions. She will look at starting this sometime next year.

Director Idzikowski and Chair Wilberg discussed the budget amendment requests made by the Advocacy Committee and Commission to the County Board and Executive. The original tax levy request was for \$170,000, approved, and the second is for \$100,000, which they hope will be approved at the November 16, 2023, County Board meeting. Director Idzikowski will discuss this item at the meeting on November 17.

**MOTION:** To approve the November 17, 2023, and the December 8, 2023, Commission on Aging agendas.

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

**G. Older Americans Action Letter:** Chair of the Advocacy Committee, Elliot Moeser, presented a copy of the letter that the Advocacy Committee drafted to the Executive Committee, requesting Congress to increase funding for Older Americans Act programs:

- Title IIIB: Supportive Services and Centers
- Title IIIC1 and CII: Congregate and Home-Delivered Meals
- Title IIIE: Family Caregiver support

**MOTION:** To approve the Commission on Aging sending a letter to the Congressional delegation requesting additional OAA funding in FFY 2024.

**ACTION:** Motion prevailed by unanimous consent (Moeser Moved, A. Miller Second).

Secretary Moore asked the Chair if the Commission could receive descriptions of the COA Officer positions to be sent out to the Commission before Officer Elections **on December 8, 2023**. The Chair agreed to have them sent out with the COA packets.

#### IV. ADJOURNMENT

A motion was made to adjourn the meeting at 12:22 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, January 12, 2024, at 11 a.m. (virtual and audio) on Microsoft Teams.

Respectfully submitted,

Vonda Nyang,  
Executive Assistant