



## **Executive Committee Meeting March 6, 2023**

A quorum of Executive Committee members convened virtually on Monday, March 6, 2023. Members and attendees joined the virtual meeting hosted on Microsoft Teams with video conference and conference call options.

Secretary Terrence Moore took roll call and confirmed attendance by calling each Committee member's name.

### **Members Present**

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

### **Milwaukee County Staff Present**

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

## **MINUTES**

### **I. Call to Order and Roll**

Chair Janice Wilberg called the meeting to order at 11: 01 am, and roll was taken.

### **II. REVIEW AND APPROVAL OF THE FEBRUARY 6, 2023, COMMISSION ON AGING MEETING MINUTES**

MOTION: To approve February 6, 2023, Executive Committee meeting minutes.

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

### **III. Discussion and Action Items**

#### **A. Action Items**

- a) **Informational Item: Update on Commission on Aging Vacancies, Schinika Fitch, Director of Community Relations:** Director Fitch reported that the County Executive's Office has two new Commission appointees, Denise Calloway, and Sandy Patch, moving forward in the approval process. The Health and Human Needs Strategic Planning Committee is reviewing their appointments, and if approved, the County Board will have a final review. Ms. Patch's position on the Commission will fill the Health Care Professional position representing the health community.

Chair Wilberg reminded the Executive Committee that Commissioners Byington and Griffith's second terms end in April and November this year, so the Commission must continue looking for potential candidates to serve on the Commission. She thanked Director Fitch for her diligence in filling commission appointments.

**b) Action Item: Scheduling and Format of New Commission Orientation, Chair Janice Wilberg:**

Chair Wilberg wants to streamline Commissioner Orientation by having a set orientation schedule that takes place a few times a year. There have been issues with aligning staff and commissioner schedules to conduct the orientations. The Executive Committee reviewed the current COA Orientation Outline and decided to include the following in the orientations: The County's strategies, additional information on Committees and councils, and, if possible, incentives for serving (discounts/promotional items). Also discussed was the time frame of orientation, what to include in the orientations, and where they should take place (in-person or virtual meetings).

- The orientation duration is 1 ½ hours/90-Minutes
- The Contents of the Orientation is the "2023 Board Orientation Checklist."
- Orientations will take place exactly one week after the Commissioner appointment is approved

**c) Discussion/Action Item: Commissioner Attendance:** Chair Wilberg discussed with the Executive Committee ways for improving engagement and attendance at the Commission on Aging (COA) meetings, as its vital for the Commission to have a quorum at the meetings to act on action items. The Executive Committee agreed to Commissioner Moore's suggested approach for addressing Commissioner attendance, which is to tact the Commissioners who have attendance issues to inquire if they still have an interest in being a commissioner and if there are circumstances or life changes that are keeping them from attending meetings.

**d) Action Item:** Setting the March 24, 2023, Commission on Aging meeting agenda. Commissioner Moore provided information on MKE Black Grassroots Network for Health Equity and their purpose (Change Agenda), which is to address health equity, healthcare access, and inequities in Milwaukee's black community as there are huge gaps. MKE Black Grassroots Network for Health Equity Leaders Dr. Quinton Cotton, QDC Research and Policy Consulting Group, LLC, and Ericka Sinclair, Health Connections, Inc., will discuss the organization's goals at the March 24, 2023, COA meeting. Director

Idzikowski informed the Executive Committee that Erica Sinclair had expressed interest in becoming an Advisory Council member, and she's planning on attending this week's Advisory Council meeting. Also, her organization "Health Connections" has partnered with the Aging Unit's vaccine outreach. Commissioner Moore will cc the Aging Unit Director Daniel Idzikowski and Vonda Nyang on the invite he sends to the leaders so they have their contact information and know what titles should be on the agenda.

Director Idzikowski discussed the Select Committee on Senior Center's action item; The committee is looking for the Commission to accept their recommendations, a 36-page document. Chair Wilberg questioned if the Commission should accept all recommendations at once or if the Commission should take up a few at a time. After a lengthy discussion, the Executive Committee decided to accept the final plan/recommendations at the March COA meeting and then break up the recommendations into sections that will be presented at future COA meetings until they have reviewed and voted on them all. Chair Wilberg also wants to add an agenda item to the March meeting for Consideration of a Bylaw change to establish a Select Committee on the Senior Center's Standing Committee.

For the Budget Update, the Chair would like Matt Fortman to provide a focal point on the AAA budgeting process and inform the Commission on how they and the community can provide input to the budgetary process. Lastly, they want to know what this year's and next year's budgets will be.

Vice-Chair Amber Miller and Carrie Ross Vallejo will provide an update on the 2023 RFP proposals, which is an informational Item. They will report on a list of 2023 RFPs that the Aging Unit will award this year and their release schedule. Ms. Vallejo will create a slide presentation.

Chair of the Advocacy, Elliot Moeser, requested to have an Action/Discussion item added to the agenda to allow the Advocacy Committee to provide recommendations to the Commission that they discussed at their March meeting.

**IV. Other COA Business:** No other business

**V. Adjournment:** A motion was made by Elliot Moeser and seconded by Terrence Moore to adjourn the meeting at 12:07 p.m.

The next Executive Committee meeting is scheduled for Monday, April 3, 2023, at 11 a.m. (virtual and audio) on Microsoft Teams and a teleconference phone.

Respectfully submitted,

Vonda Nyang  
Executive Assistant

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