



MILWAUKEE COUNTY
DEPARTMENT OF HEALTH
& HUMAN SERVICES

**AGING & DISABILITIES
SERVICES**

COMMISSION ON AGING EXECUTIVE COMMITTEE MEETING MARCH 8, 2024

The Executive Committee members convened virtually on Friday, March 8, 2024. Members and attendees joined the virtual meeting hosted on Microsoft Teams with video and call options.

Members Present

Janice Wilberg, *Chairwoman*
Terrence Moore Sr, *Vice-Chair*
Gloria Miller, *Secretary*
Eugene Guskowski, *Legislative Officer*

Milwaukee County Staff Present

Daniel Idzikowski, *DHHS, ADS, AAA*
Vonda Nyang, *DHHS, ADS, AAA*

MINUTES

I. CALL TO ORDER AND ROLL

Chair Janice Wilberg called the meeting to order at 9:01 a.m. The Chair took roll. A quorum of Committee members was present.

II. REVIEW AND APPROVAL OF THE FEBRUARY 9, 2024, EXECUTIVE COMMITTEE MEETING MINUTES

MOTION: To approve the February 9, 2024, Executive Committee meeting minutes.

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

III. DISCUSSION AND ACTION ITEMS

- a) **Informational Item, Update on Candidates to the Commission on Aging, (COA) Chair Janice Wilberg:** The Chair has a possible candidate representing the Native American community, and she lives in the suburbs. Commissioner Guskowski and AAA Director Daniel Idzikowski both stated that they might have a potential candidate but need to discuss further with the candidates to see if they can confirm their interest.
- b) **Action Item, Nomination to Council/Committee:** Director Idzikowski would like to nominate Dr. George Schneider to be appointed to the Advisory Council; he will discuss this with Chair Denise Callaway.

- c) Action Item, Proposed Improvement Plan:** The Commission on Aging (COA) meeting packets will now only include documents (Presentations, reports, and minutes) that pertain directly to the meeting agenda. The public will be able to access event and program announcement flyers on the County Legislative Information Center (CLIC) and as handouts at the meetings on the sign-in table. All documents (Presentations, reports, and meeting minutes) will be sent to Director Idzikowski's Executive Assistant, Vonda Nyang, on the Thursday the week before the COA meeting. Also, Ms. Nyang is meeting with DHHS Support staff to inform them of the cut-off dates for submitting their minutes for the committee/council they support. Chair Wilberg expressed her thoughts that the submission deadline for supporting documents should be earlier than the week before the COA meeting.

Commissioner Guskowski requested a section on the agenda list for next month's Committee/Council meetings. Vonda will include this schedule in the April agenda. Director Idzikowski could send out the organizational chart for the Aging Unit so that the Commissioner can familiarize themselves with the unit hierarchy and some of their job duties.

- d) Informational Item, Update on Caregiver Council Information:** Chair Wilberg requested more information on the Caregiver Council and how it would connect to the Commission. Director Idzikowski informed the Executive Committee that there is a state requirement to have a local Caregiver Task Force Council/Advisory group. Kayla Steinke, the Caregiver Support Coordinator, is spearheading this initiative. Kayla has joined a steering committee for a storytelling project to empower and support Black women who are caregivers in their journey through Marquette University and is exploring this group as a starting point for establishing a County Caregiver council. Idzikowski expects that they will have a better idea of how they should move forward with creating a Caregiver Council by next year.
- e) Discussion Item, Utilization of Aging Service on social media:** The Committee discussed how the Commission on Aging can reach community members by utilizing social media to allow them access to the COA meeting links, for example through Facebook and LinkedIn. Director Idzikowski informed the Executive Committee that AAA has a Facebook page, and he thinks it would be possible to accomplish this request. He and Vonda Nyang will meet with the relevant communications staff to follow-up on the request.
- f) Action/Discussion Item, Schedule Election for At-Large Executive Committee Member and Legislative Officer:** Chair Wilberg informed the Executive Committee that Commissioner Guskowski has resigned as Legislative Officer. There will be two elections for March's COA meeting, one for a Legislative Officer and the other for a "Member at Large" to serve on the Executive Committee. Chair Wilberg had Director Idzikowski lead the discussion on the process for running elections. They discussed the

procedures for taking nominations, what to do if there is more than one nomination and if the motions need to be seconded.

Chair Wilberg will send a notification to the commissioners informing them that the nominations are open. Commissioners can either nominate themselves or nominate a fellow Commissioner. For in-person elections, the nominations should come from the floor. There will be a paper ballots for commissioners to vote. The Executive Assistant will tally up the votes and inform the Chair who won the election. There is no need for a second to the nominations. The nominee is approved by acclamation if there are no other nominated persons.

- g) Action Item, Setting the March 22, 2024, Commission on Aging meeting agenda:** The Executive Committee discussed creating a formal acknowledgment process for emergent situations when the Advocacy Committee has taken a position and is not able to convene and if the Commission on Aging isn't available. The Legislative Officer would have the power to consult and act on behalf of the Commission for emergent public policy items as would the Chair of the Commission in the event the Executive Committee cannot convene.

The Executive Committee discussed the items on the draft agenda and sent the agenda for the March 22, 2024, COA meeting.

IV. ADJOURNMENT

A motion was made to adjourn the meeting at 10:07 a.m.

MOTION: To adjourn the meeting.

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

The next Executive Committee meeting is scheduled for Friday, April 12, 2024, at 9 a.m. (virtual and audio) on Microsoft Teams.

Respectfully submitted,

Vonda Nyang,
Executive Assistant