



## **Milwaukee County Commission on Aging Executive Committee Meeting January 7, 2019**

The Executive Committee held its monthly meeting on Monday, January 7, 2019, at the Marcia Coggs Human Services Building, Conference Room 302E, 1220 W. Vliet St., Milwaukee, WI 53205.

Attendance was taken verbally and documented by COA Chairwoman Barbara Wyatt Sibley.

### **Members Present:**

Barbara Wyatt Sibley, Chair  
Fred Kneuppel, Vice Chair  
Debra Jupka

### **Attendees from the Public**

Dain Maddox

### **Staff Present:**

Jon Janowski, Director of Administration

## **MINUTES**

### **I. Meeting called to order at 11:45 AM.**

### **II. Discussion and Action Items:**

#### **A. Discussion Items:**

##### **a. Commission on Aging Bylaws Process:**

Mr. Janowski walked the Committee through the existing COA bylaws as well as the changes being recommended by Corporation Counsel and the COA bylaws workgroup. He noted that Paul Kuglitsch from the Corporation Counsel office will be present at the January 25<sup>th</sup> COA meeting to help with this process. Some discussion ensued about the Legislative Officer slot on the Commission, and the Committee felt that the County Supervisor on the Commission fills this role and responsibility. The Committee discussed the bylaws process for the meeting and agreed that Commissioners will be able to speak twice on a particular bylaws change during debate. The Committee also felt that it would take a 2/3 vote to change any bylaw item. Ms. Wyatt Sibley asked that "ground rules" for the debate go out to Commissioners before the meeting.

##### **b. Update on 2019 Appointments and Reappointments:**

The Committee reviewed and discussed recent appointments and reappointments made by the Chair of the Commission on Aging in December 2018. Some committee members from 2018 were not reappointed due to lack of attendance. Committee members reinforced that the expectation is that Committee members attend at least two-thirds of the meetings. Chairwoman Wyatt Sibley said her goal is increase diversity on the Committees and Councils. The Committee also agreed that there should not be vendors doing business with the County on COA Committees and Councils. The Committee felt

that it would be worth asking Corporation Counsel what the parameters are for Commissioners regarding conflicts of interest – and that perhaps this would be a good question to be brought up during the bylaws discussion.

**c. Update on Potential Commissioners**

The Committee reviewed and discussed potential Commissioners that Executive Committee members would reach out to. Committee members agreed that increasing diversity on the Commission was a priority. Chairwoman Wyatt Sibley asked that Shirley Sharpe be added to the list. The Committee also prioritized the individuals currently on the “potential” list.

**d. 2019 Election of Commission on Aging Officers**

Mr. Janowski walked the Committee through this process for the January 25<sup>th</sup> COA meeting. Per Corporation Counsel, the Chair controls the process. The Vice-Chair can control the process for nominating a Chair. Paper votes can be done if more than one nomination for an officer is made. A question remains about who should be the COA’s Legislative Officer, which could be a question for Corporation Counsel.

**e. 2019 Reflection and Presentation Calendar**

The Committee reviewed a draft of the reflection and presentation calendar. Discussion ensued and some presentations were moved around to accommodate various organizational and individual schedules. Chairwoman Wyatt Sibley asked that the Advisory Council make an Area Plan presentation in August to update members on plan progress. The Department will be reaching out to various local public officials to invite them to specific COA meetings in 2019.

**f. Commission on Aging Field Trips**

Commissioner Jupka discussed her field trip plan, which would include visits to various senior centers and meal programs. Three field trips would be held in 2019, and the first one would be held this spring.

**B. Action Items:**

**a. Setting the January 25<sup>th</sup>, 2019 Commission on Aging meeting agenda**

Mr. Janowski walked the Committee through the potential agenda. The Committee agreed that the Alzheimer’s Association should be on the agenda to talk about their statewide campaign. Chairwoman Wyatt Sibley noted that some Commission meetings should be held outside of Coggs in 2019. The Committee agreed that the June and October COA meetings will be held at Clinton Rose Senior Center and Wilson Park Senior Centers respectively, and that Deb Jupka would coordinate the scheduling of these meetings. The Committee discussed making these off-site COA meetings more open-ended to take questions from customers and the public. The Committee also agreed that other COA Committees should make an effort to hold their meetings outside of the Coggs Center.

**b. Update on upcoming events**

No public events were noted by Committee members.

**III. Adjournment:** Meeting adjourned at 1:05 PM.

The next Executive Committee meeting will be February 4, 2019, at Marcia Coggs Human Services Building, 1220 W. Vliet St., Milwaukee, WI.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jon Janowski".

Jon Janowski

Director of Administration