



## **Milwaukee County Commission on Aging Executive Committee Meeting August 6, 2018**

The Executive Committee held its monthly meeting on Monday, August 6, 2018, at the Marcia Coggs Human Services Building, Conference Room 104, 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 Knueppel, Vice Chair

### **Attendees from the Public**

None

### **Staff Present:**

Holly Davis, Executive Director

## **MINUTES**

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

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

- A. **Action Item: 2018 & 2019 Presentation/Reflection Calendars:** The 2018 & 2019 Presentation/Reflection Calendar discussion should be added to the COA agenda under item six for the Commission to discuss who they would like to have come to provide presentations and reflections. The Executive Committee desire to invite legislators such as Gwen Moore, Ron Johnson, and Mayor Tom Barrett to present at a Commission on Aging meeting in 2019. Also, the committee would like to have someone from the Senior Olympics to present as well.
- B. **Action Item: Distribution and Review of Commissioner Orientation binders:** The current Commissioner binder is too bulky to bring to monthly COA meetings, so the Committee discussed downsizing the Commissioner binder to a smaller size that would be easier for Commissioners to carry to the monthly meetings. The Chair will consider having a smaller binder with the entire Commission at the August Commission meeting to get Commissioners feedback.
- C. **Action Item: Commissioner & Presenter Attendance Requirements:** Starting January 2019, Commissioner attendance requirements will be as follows: Commissioner must attend at least 6 out of the 9/10 COA meetings. If a Commissioner is not available to participate in a COA meeting, they must contact the MCDA Executive Director, Chair of the COA or the Executive Assistant no later than 1 day before the COA meeting informing them that they will not be in attendance. These requirements will be discussed at the COA meeting and will be added to the Bylaws. The Executive Committee also considered whether the Commission on

Aging should have meetings in July. The Chair will ask the Commission if they would like to vote on not having meetings in July.

- D. Action Item: Committees/Councils Member Terms:** Starting in January 2019, the Executive Committee would like to have the Committees/Councils member service 2-3year terms which is the same as Commissioners. Committee/Council members will have the freedom to serve on various committees/Councils during their term. Anyone who is interested in becoming a Committee/Council member must contact the Commission Chairperson or MCDA Executive Director for consideration.
- E. Action Item: 2019 COA Meetings -** The Chair will discuss the 2019 COA meeting dates with the Commission and ask if they would or would not want to have fewer meetings. July would be a month to consider eliminating.
- F. Action Item: Setting the August 018 Commission on Aging agenda:**
  - i. Quarterly State Updates** – Holly Davis – Neil Minogue will be at the August COA meeting.
  - ii. Update on Upcoming Events** – Holly Davis – The Executive Committee Chair would like to see Upcoming events added to the COA Agenda's. Ms. Davis will discuss this change with Jon Janowski.
- G. Update:** On COA Bylaws process and Corporation Counsel review – Holly Davis stated the Bylaw process is still on hold as Corporation Counsel is still in transition with staff. Ms. Davis will keep the Executive Committee informed of future developments.
- H. Updates:** On Appointments to COA Standing Committees - Was tabled for a future meeting
- I. Review of Current Commissioner terms and COA vacancies:** The Chair discussed the following Commissioners whose first terms will be ending soon: Commissioners Meyer-Arnold, Rodgers, and Carroll Weathersby. Chair Wyatt Sibley will contact the following Commissioners to see if they are still interested in serving a second term.
- J. CLIC/Website Notification – New County Website:** Jon Janowski was not able to attend the meeting, so this item has been tabled until the September meeting.

**III. Adjournment:** Meeting adjourned at 12:47 pm.

The next Executive Committee meeting will be September 4, 2018, at Marcia Coggs Human Services Building, 1220 W. Vliet St., Milwaukee, WI.

Respectfully submitted,



Vonda Nyang  
Executive Assistant