

Description of governing bodies, 2017

Milwaukee County Commission on Aging

1. **Name of Body** (Committee, Council, workgroup, etc.):

Advisory Council

2. **How was the body authorized to be created?** (Required by the Older Americans Act (“OAA”), Wisconsin Statutes or regulations, or County Ordinances? Created by action of the Commission on Aging? Something else?) Please cite and attach any provisions of OAA, Wisconsin Statutes or regulations, County Ordinances, or Commission directives when answering this question.

Section 306(a)(6) of the Older Americans Act requires each Area Agency on Aging to establish an Advisory Council consisting of older individuals (including minority individuals and older individuals residing in rural areas) who are participants or who are eligible to participate in programs under this chapter.

3. **If body was created by action of the Commission on Aging, identify the date and/or attach the minutes or other documents showing when/how action was taken.**

N/A

4. **What is this body’s governmental mission or purpose? What is its function (Advisory, decision making, information gathering, or something else)?** Please cite and attach any provisions of OAA, Wisconsin Statutes or regulations, County Ordinances, or Commission directives when answering these questions.

As outlined in the Wisconsin Aging Network Manual of Policies, Procedures and Technical Assistance Chapter 2.10 and Chapter 4(D), Chapter 306 (42 U.S.C. 3026) Area Plans: the purpose of the Advisory Council is to advise the Area Agency staff and board on all matters relating to the development of the area plan, the administration of the plan, and operations conducted under the plan.

As outlined in the Wisconsin Aging Network Manual of Policies, Procedures and Technical Assistance Ch. 4.11, per the Wisconsin Elders Act, the AAA’s are required to submit Area Plan Amendments annually and the Advisory Council shall review and approve the amendments prior to the review and approval of the Board of Directors.

Chapter 5.7 of the Wisconsin Aging Network Manual of Policies, Procedures and Technical Assistance outlines the role of an advisory committee per the Wisconsin Elders Act. This includes where an aging unit has both an advisory committee and a policy-making body, a key role of the advisory committee, as its name implies, is to advise the policy-making body. Specific to the

development of the aging unit plan, evidence of the involvement of the advisory committee shall, at a minimum, include all of the following:

- *Minutes of the advisory committee meetings focused on the development of the plan.*
- *Review and comment by the advisory committee on the draft version of the plan prior to its release for public comment and public hearings*
- *Review and approval by the advisory committee of the final aging unit plan, following a review of the comments received from public hearings and community organizations*

5. **What constitutes a quorum for this body (i.e., how many members need to be present to have a quorum)?** Please cite and attach any provisions of OAA, Wisconsin Statutes or regulations, County Ordinances, or Commission directives when answering this question.

County Ordinance 53.06 states that a majority of the commission shall constitute a quorum. Historically, as a body of the Commission, the Advisory Council has reached a quorum when the majority of its members are present. There is no source or authority which defines what a quorum is for this body.

6. **Describe the body's required and current composition.** Please cite and attach any provisions of OAA, Wisconsin Statutes or regulations, County Ordinances, or Commission directives when answering these questions.

Section 306(a)(6) of the Older Americans Act requires the Advisory Council to consist of older individuals (including minority individuals -further defined by the Diverse Elders Coalition as elders of color, American Indian and Alaska Native elders, and LGBTQ elders- and older individuals residing in rural areas) who are participants or who are eligible to participate in programs under this chapter. Advisory Councils shall also consist of local elected officials, providers of veterans' health care (if appropriate), and the general public. At least 51 percent of the members of the Advisory Council must be 60 years of age or older. The Bureau of Aging and Disability Resources requires that membership of the Advisory Council must consist of at least one person from each aging unit in the planning and service area.

- a. **Does the body have a specifically defined number of members? If so, what is the number?**

No

- b. **How many members are voting members and how many are non-voting members?**

All members are voting members, although this has historically been done by practice and there is no specific authority or source that defines who votes and who doesn't.

- c. **How many members of the body are also Commissioners?**

Not specified by any source or authority

- d. **Does the body have defined officer roles (i.e., Chair, Vice Chair, etc.)? If so, what are the defined roles?**

The Advisory Council has 2 Co-Chairs. The role of the Co-Chairs is to lead the meetings, approve the agendas, approve the minutes and take the lead in participating in projects and activities. There is no source or authority that defines officer roles; historic practice has been that the Council has had two Co-Chairs instead of a Chair and Vice-Chair.

- e. **Are there any requirements regarding the characteristics of the members, such as age, residence, profession, etc.?** (For example, per County ordinance, the Commission on Aging needs to have at least 8 people 60 years of age or older.) **If so, please note these characteristics.**

Section 306(a)(6) of the Older Americans Act requires the Advisory Council to consist of older individuals (including minority individuals and older individuals residing in rural areas) who are participants or who are eligible to participate in programs under this chapter. Advisory Councils shall also consist of local elected officials, providers of veterans' health care (if appropriate), and the general public. At least 51 percent of the members of the Advisory Council must be 60 years of age or older. The Bureau of Aging and Disability Resources requires that membership of the Advisory Council must consist of at least one person from each aging unit in the planning and service area.

- f. **Are there any current vacancies on the body? Are any of the vacancies required to be filled by a member who meets special characteristics (as outlined in "6e" above)?**

No

- g. **Identify each current member as follows**

- i. **Name**
- ii. **Voting status (i.e., are they a voting member or a non-voting member)**
- iii. **Commissioner?**
- iv. **Officer?**
- v. **Satisfies required special characteristic (as outlined in "6e" above)?**
- vi. **Term (if appointed for a specific term)**

Name	Voting Status	Commissioner?	Officer?	Special Characteristics?
Barbara Bechtel	Yes	No	No	Satisfies age requirement, eligible to participate in OAA programs
Ruth Bevenue	Yes	No	No	Satisfies age requirement, minority, and eligible to participate in OAA programs
Vevette Hill	Yes	No	No	n/a
David Hoffman	Yes	No	No	Satisfies age requirement, eligible to participate in OAA programs
Gwen Jackson	Yes	Commissioner Emeritus	No	Satisfies age requirement, minority, and eligible to participate in OAA programs
Karen Jackson	Yes	No	No	n/a
James Kimble	Yes	No	No	Satisfies age requirement, minority, and eligible to participate in OAA programs
Krystina Kohler	Yes	No	No	n/a
George Liberatore	Yes	No	No	Satisfies age requirement, eligible to participate in OAA programs
Sally Lindner	Yes	No	No	Satisfies age requirement, eligible to participate in OAA programs
Rocille McConnell	Yes	No	Yes, co-chair	Satisfies age requirement, eligible to participate in OAA programs
Susan Simon	Yes	No	No	Satisfies age requirement, eligible to participate in OAA programs
Jone Stromberg	Yes	No	No	Satisfies age requirement, minority,

				and eligible to participate in OAA programs
Mary Till	Yes	No	No	n/a
Judith Troestler	Yes	No	Yes, co-chair	Satisfies age requirement, eligible to participate in OAA programs
Virginia Zerpa	Yes	No	No	n/a
Laura Engel	Yes	No	No	n/a
Natalie Zanoni	Yes	No	No	n/a