



MILWAUKEE COUNTY  
**Department on Aging**

**Milwaukee County Commission on Aging  
Executive Committee Meeting  
June 13, 2019**

The Executive Committee held its monthly meeting on Thursday, June 13, 2019, in Room 104 at the Coggs Center, 1220 W. Vliet St., Milwaukee 53205.

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

**Members Present:**

Commissioner Barbara Wyatt Sibley, Chair  
Commissioner Fred Knueppel, Vice Chair

**Other Commissioners Present:**

John Griffith

**Staff Present:**

Jon Janowski, Director of Administration  
Holly Davis, Executive Director

**Attendees from the Public**

None

## MINUTES

### I. Meeting called to order at 9:00 A.M.

### II. Review and approval of the April 29, 2019 Executive Committee meeting minutes.

The meeting minutes were reviewed and approved by Chair Wyatt Sibley and Commissioner Knueppel.

### III. Discussion and Action Items:

#### A. Discussion Items:

##### a. Update on Commission on Aging bylaws process

Mr. Janowski updated the Committee on the bylaws process for the June 28<sup>th</sup> Commission on Aging meeting. All bylaws materials previously sent to the Commission for their May meeting will be re-sent to Commissioners in advance of the June meeting. The key document is Corporation Counsel's "Decision Guide" that outlines key questions that need to be addressed by the Commission at their June meeting. The Committee reiterated that discussion will be limited and that the agenda items should be placed at the end of the meeting.

##### b. Update on Commission on Aging succession planning

The Committee reviewed Mr. Janowski's updated "potential Commissioners" list and provided some updates. Mr. Izard will be appointed to the Commission on Aging in the July cycle, and Ms. Sharpe is in process to be interviewed by the County Executive. The Committee reviewed Milwaukee County ordinance requirements relating to Commission appointments and discussed what is needed to meet those requirements with forthcoming appointments. Suburban appointments will be a top priority.

The Committee reviewed the Senior Statesman list for possible appointments. Chair Wyatt Sibley also asked for a "top 3" list of Senior Statesman to interview as potential Commissioners. Mr. Janowski said he would consult with Dan Idzikowski and send her a list. Chair Wyatt Sibley said she would be willing to conduct interviews on the prospective candidates.

Chair Wyatt Sibley said she will address succession planning as part her report at the June COA meeting. Ms. Wyatt Sibley asked for questions that she could use to "interview" potential Commissioners and Mr. Janowski said he would create that document.

Chair Wyatt Sibley also asked Executive Director Davis to reach out to the United Community Center staff and get any names of Latino elders who might be interested in serving on the COA.

Discussion also centered on the COA subcommittees, particularly on the need for more members on the Service Delivery Committee (SDC) and Advisory Council. Chair Wyatt Sibley said she will be talking to Alyna Romaine to determine her interest in serving on the SDC.

##### c. Review of 2019 reflection and presentation calendar

The Committee did not make any changes to the existing presentation and reflection calendar.

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**d. Update on COA field trips**

The Committee noted that one of the recent field trips was held at Lapham Park and that one more field trip is being planned through Commissioner Jupka.

**e. Update on upcoming events**

Chair Wyatt Sibley asked MCDA staff to put together a “one-pager” for the June COA meeting that listed all upcoming events and activities. Mr. Janowski said he would follow up on this.

**B. Action Items:**

**a. Setting the May 24<sup>th</sup>, 2019 Commission on Aging meeting agenda**

The Committee agreed that the bylaws agenda item should be last on the agenda. Director Davis said she would be reaching out to Chairman Lipscomb to determine if he could speak to the COA at the June meeting. The Committee also asked that the Advocacy Committee actions and minutes from the May meeting be taken up as separate agenda items.

**IV. Adjournment:** Meeting adjourned at 10:04 A.M.

The next Executive Committee meeting will be August 5, 2019, at the Coggs Center (1220 W. Vliet St., Room 104).

Respectfully submitted,



Jon Janowski  
Director of Administration