



MILWAUKEE COUNTY  
**Department on Aging**

**Milwaukee County Commission on Aging  
Executive Committee Meeting  
October 29, 2019**

The Executive Committee held its monthly meeting on Monday, October 29, 2019, in Room 302E 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

**Other Commissioners Present:**

None

**Staff Present:**

Jon Janowski, Director of Administration

**Attendees from the Public**

None

## MINUTES

- I. **Meeting called to order at 9:00 am.**
- II. **Review and approval of the October 7, 2019 Executive Committee meeting minutes.**  
The meeting minutes were reviewed and approved without any changes.
- III. **Discussion and Action Items:**
  - A. **Discussion Items:**
    - a. **Update on Commission on Aging bylaws process**  
Mr. Janowski updated Ms. Wyatt Sibley on the bylaws process for the November Commission on Aging meeting. The goal for the November Commission meeting was to complete the remaining sections of the bylaws. After that meeting, MCDA staff would forward all Commission meeting minutes to the Office of Corporation Counsel so they can put a revised bylaws document together for the Commission's review at the January meeting.
    - b. **Update on Commission on Aging succession planning**  
Ms. Wyatt Sibley reviewed Mr. Janowski's updated "potential Commissioners" list. Some potential Commissioners were eliminated due to non-responsiveness or pressing time commitments. Amber Miller and George Pumphrey are set to be interviewed by the County Executive. Walt Wochos would be the next candidate in line to be interviewed. Ms. Wyatt Sibley identified a number of follow-up calls that she would make to other potential Commissioners.
    - c. **Review of existing appointment needs for COA committees/councils**  
Ms. Wyatt Sibley and Mr. Janowski discussed the process for making appointments to Commission on Aging committees. The first order of business for the January 2020 Commission meeting would be the election of the Chair and other officers. Following that meeting, the new Chair will meet with MCDA staff to review existing Committee membership as well as potential changes to Committee membership.
    - d. **Review and discussion of 2019/2020 Reflection and Presentation calendar**  
Mr. Janowski noted that Commissioner Jupka was working on the full 2020 reflection calendar. MCDA staff will work with the new Commission Chair to determine the presentation calendar for next year.
    - e. **Update 2020 Commission on Aging meeting schedule**  
The 2020 meeting schedule will be drafted by MCDA staff in December. All Commissioners will receive the 2020 calendar in the meeting materials for the January Commission meeting. Ms. Wyatt Sibley reiterated that at least a couple of the Commission meetings in 2020 should be held outside of the Coggs Center.

**f. Update on upcoming events**

Mr. Janowski said that the Commission would be receiving a summary document in their November meeting packets that would identify upcoming community events.

**B. Action Items:**

**a. Setting the November 8, 2019 Commission on Aging meeting agenda**

Ms. Wyatt Sibley and Mr. Janowski walked through the draft agenda for the November meeting. Mr. Janowski pointed out that his memo to the Commission regarding contract recommendations would not include Greater Galilee due to ongoing concerns about their performance. The bylaws agenda item would be the last item on the agenda.

**IV. Adjournment:** Meeting adjourned at 10:10 am.

The next Executive Committee meeting has not been officially scheduled. It will be held at some point in January and will be coordinated by Mr. Janowski.

Respectfully submitted,



Jon Janowski  
Director of Administration