

Executive Committee meeting minutes for February 2020

Present: Richmond Izard, John Griffith, Sharon Abston Coleman, Dan I, Jon Janowski

Meeting minutes: motion to approve October 29, 2019 meeting minutes made by Griffith and then Abston Coleman

- Update on COA succession planning - Mr. Janowski walked the Committee through the “potential Commissioner” list. He noted that Walt Wochos is expected to be appointed in the March cycle, leaving two COA vacancies (one of which must be filled by a suburban rep) after the March cycle. Mr. Janowski noted that Gloria Miller and Gloria Pitchford Trice were recently appointed and their appointments will be taken up by the County Board this week. The Committee discussed which suburban communities to focus on in terms of recruitment. The Committee also discussed a few other potential candidates, and also discussed the need for a Native American candidate as well as Latino and Hmong representation.
- COA appointments to standing committees – Chair Izard walked the group through the appointments he is recommending for the various standing committees. Mr. Izard emphasized the Ms. Abston Coleman, as the Vice-Chair of the Executive Committee, must also have a voice in the appointment process. Mr. Izard noted the MCDA staff played a role in recommending appointments to the standing committees. Mr. Izard noted that Harold Oemig was added to the Advocacy Committee list. Mr. Griffith said there were two or three more people he will talk to regarding their interest in COA standing committees. Mr. Griffith also noted that he will not be able to make the Advisory Council meetings on their current meeting dates. The Committee discussed the process that was used to appoint standing committee members, and members said they were comfortable with the process that was used. Ms. Abston Coleman said she would like to be appointed to the Advisory Council in addition to the Advocacy Committee that she is already on. The Committee discussed getting biographical sketches for appointees. The Committee agreed that a template should be created by MCDA staff for all new appointees, and the template would be sent out by Chairman Izard. Two pieces of information that will be on the template would be age and their residence. A motion was made by Griffith and then Abston Coleman to create the uniform application form for all appointees. The Chair and Vice-Chair agreed that the full appointee list distributed by Mr. Izard (including the addition of Abston Coleman to the Advisory Council and Mr. Oemig to the Advocacy Committee) would be moved forward to the Commission for approval.
- Review of presentation and reflection calendar – Mr. Janowski noted that former Commissioner Jupka put drafted a reflection calendar. The group reviewed the draft calendar and discussed presentation opportunities, including transit, senior housing,

veterans issues, and social media/technology issues, for the coming year. Mr. Janowski said he would start working on the February presentation.

- 2020 COA meeting schedule – Mr. Janowski noted that the Commission is planning to meet at Wilson Park Senior Center in March, and at Washington Park Senior Center in May due to the Hall of Fame ceremony. Mr. Griffith asked about scheduling a COA meeting at McGovern; McGovern was tentatively scheduled for April. Mr. Izard said it would also be nice to meet at other community locations. The Committee agreed that McGovern should be scheduled for later in the year (October) instead of April.
- Update on upcoming events – Mr. Janowski noted that MCDA staff put together materials for every COA meeting that summarize upcoming events and activities for older adults. Mr. Izard asked that pdf files be consolidated into one file. Mr. Idzikowski noted that the size of pdf files could be a barrier to opening such files.
- The group also discussed the importance of having standing committee chairs facilitate meetings and the importance of having direction provided by the committee chairs. The Committee agreed that having an onboarding process for Committee chairs would be helpful. Mr. Izard noted that speaker slips will be used at COA meetings in the future, and that those slips could be used for standing committees as well.
- Action Item – setting the meeting agenda – The February meeting will be held at Coggs. Mr. Janowski walked the Committee through the draft agenda. The Committee discussed the March COA meeting and how the Senior Statesman ceremony would be incorporated into that meeting. The envisioning senior center report recommendations were added to the February COA agenda and would suffice as the presentation for that month. The group also discussed how to incorporate public comment into future meetings.
- A motion was made by Abston Coleman and then Griffith to adjourn the meeting.