



Milwaukee County Commission on Aging Executive Committee Meeting June 1, 2020

A quorum of Executive Committee members convened virtually on Monday, June 1, 2020. Members and attendees joined the virtual meeting, which was hosted on Google Meets by connecting via the videoconference or conference call option (computer or telephone).

Members Present:

Richmond Izard, *Chairman*
Sharon Abston-Coleman, Ph.D., *Vice-Chair*
John Griffith, *Secretary*
Rev. George Pumphrey, *Legislative Officer*
Barbara Wyatt Sibley

MCDA Staff Present:

David Farwell, *Corporation Counsel*
Jon Janowski, *Director of Administration*
Vonda Nyang, *Executive Assistant*

Attendees from the Public

None

MINUTES

- I. Call to Order:** Chairman Izard called the meeting to order at 11:45 a.m.
- II. Roll Call:** Secretary John Griffith called the roll. (Attendance noted above)
- III. Discussion and Action Items:**

A. Discussion Items:

A. Update on Commission on Aging vacancies

Mr. Elliot Moeser is waiting to be interviewed by the County Executive. The Executive Committee acknowledged there are two Commissioners, Ronald Byington and Cesar Pabon, whose first terms have expired that will need re-appointment letters submitted to the County Board for them to serve second terms. In November, Commissioners Sharon Abston-Coleman, John Griffith, and Supervisor Haas's first terms will end, and they will need to be re-appointed for their second term. The committee discussed the current Commission composition and what demographics are missing to make the Commission member numbers complete. There are now five COA vacancies.

B. Commission on Aging Policy

The Executive Committee discussed favorable communication and feedback from the County Executive Office concerning formation of an attendance policy.

The Committee feels it needs to clarify expectations for Commissioner attendance at meetings, as well as prescribe an appropriate corrective action plan for enforcing policy. The Chair presented a draft attendance policy and procedure for the Commission to review and discuss. Feedback from the Executive Committee would be used to help revise the said draft.

David Farwell from the Office of Corporation Counsel informed the Commission what powers the Commission has with creating policies and procedures in regard to Commissioner expectations. Mr. Farwell confirmed that while the County Executive has sole authority to remove a Commissioner from the Commission, the Commission can certainly recommend the removal of a Commissioner to the County Executive.

Mr. Farwell recommended that the Commission discuss the draft of COA attendance policies and corrective action plans for enforcing Commissioner attendance with the County Executive. The County Executive will have to approve the COA policies and procedures to be put in place and implemented. The Chair stated that he has discussed and shared the draft with Schinika Fitch in the County Executive's Office. Mr. Farwell provided some guidance to the Commission on how to move forward with refining the policy goals. He proposed five fundamental questions for the Commission to consider:

- Do we want to have a formal procedure?
- Do we want to have this vote to go in front of the full Commission?
- Do we want that vote to be in public?
- Do we want the Executive Committee to be able to make the determination/decision?
- Do we want the Chair to be able to view and make the determination based on the criteria?

B. Action Items:

a) Setting the June 26, 2020, Commission on aging meeting agenda

The Executive Committee set the June COA agenda.

IV. Adjournment: A motion was made by Commissioner Abston-Coleman and seconded by Commissioner Griffith to adjourn the meeting.

The next Executive Committee meeting is scheduled for August 3, 2020 at 11:45 a.m. live streamed (virtual and audio) in Google Meets and on a teleconference phone.