



MILWAUKEE COUNTY
Department on Aging

Advisory Council Meeting Minutes March 10, 2021

Members Present

Commissioner Janice Wilberg, *Chair*
Commissioner John Griffith
Milwaukee County Supervisor Jason Haas
Commissioner Shirley Sharp
Barbara Bechtel
Patricia Dunn
Gene Guskowski
James Kimble
Krystina Kohler
Sally Lindner
Kent Mayfield
Nia Norris

Members Excused

Commissioner Bettie Rodgers
Ruth Bevenue
Vi Hawkins
David Hoffman
Debra Jupka
Patti Pagel
Barbara Wyatt Sibley

Milwaukee County Staff Present

Andrew Bethke, *DHHS*
Dan Idzikowski, *DHHS*
Jon Janowski, *DHHS*
Pam Matthews, *DAS*
Vonda Nyang, *DHHS*
Bekki Schmitt, *DHHS*
Carrie Vallejo, *DHHS*
Sumaiyah Clark, *DHHS*

Attendees

Rita Bruce, *ADRC Governing Board*
Christine Carter, *LGBT Community Center*
Marisol Cervera, *UCC*
Kathy Gale, *ERAS Senior Network*
Jessica Marie Laughlin
David Lillich
Amy Mlot
Judith Troestler
Zongsae Vang, *HAFA*
Cathy Wood, *SOA*

I. Call to Order

A quorum of Advisory Council members convened virtually on Wednesday, March 10, 2021. Chair Janice Wilberg welcomed everyone and called the meeting to order at 1:30 p.m.

II. Review and Approval of the February 10, 2021, Advisory Council meeting minutes

MOTION: To approve the February 10, 2021, Advisory Council meeting minutes.

ACTION: Motion prevailed by unanimous consent (Kimble Moved, Sharp Second).

III. 2019-2021 Area Aging Plan Proposed Amendment Update, Jon Janowski

Janowski reported that he received an email from the state in mid-February approving the amended 2019-2021 Area Aging plan; However, the Division is waiting to receive a formal State letter in the mail. The amendment completes the second step in the integration process with Aging becoming a Division of Health and Human Services (DHHS).

IV. 2022-2024 Area Aging Plan Process / Timeline

- **Review OAA Charge for Area Plan:** Idzikowski discussed
Idzikowski informed Advisory Council members that they are a mandatory body that represents the community. The Advisory Council is charged with providing advice on developing and maintaining the Area on Aging Plans to the Commission on Aging (COA) which is the Area

Agency on Aging for Milwaukee County and the DHHS Division on Aging, the unit on aging for Milwaukee County. The Advisory Council's goal is to research the community's needs, find gaps in the delivery of services and resources, and develop a plan that will help ensure a comprehensive, coordinated network of services exists for older adults.

- **Review of State Guidance on Plan Goals**

Idzikowski reviewed the DHS required AAA plan goal areas for program enhancement and advancing values in the following service systems: Caregiver Support; Health Promotion; Nutrition Program; Supportive Services (For more details, see the document titled "2022-2024 Area Aging Plan Goals – Wisconsin DHS Instructions").

- **Review Timeline to Completed Plan**

Idzikowski reviewed the entire task timeline for the Area Aging Plan with the Advisory Council and discussed what has been completed so far in the process (For more information on the project timelines, see the document titled "Timeline for 2022-24 MC Area Aging Plan").

- **Identify Data Need to Complete Plan**

Idzikowski reviewed the Goal Statements from the current (2019-21) Area Plan in each of the following categories of Service areas: advocacy, nutrition, caregiver support, dementia, healthy aging, transportation, senior centers, and elder justice. He also provided a list of staff liaisons whom the Council can contact to collect data for the Area plan. The 8-Dimensions of Wellness was also referenced to inform the develop of evidence-based programming for seniors.

V. 2024 Area Aging Plan Outreach (Discussion and Action)

- **Review and Approve Survey Instrument**

Idzikowski reviewed the changes incorporated into the proposed Area Aging Plan Survey and asked the Advisory Council to provide additional feedback on the survey questions. A workgroup had considered whether the questions encompass the data needed to complete the area plan or if they can identify questions they think should be added or omitted to finalize the survey. The Survey Workgroup advised the Advisory Council to keep the survey short because if it became too long as it might deter seniors from completing it.

Bekki Schmitt, Community Programs Coordinator for the Division on Aging, and Idzikowski reviewed each question with the Advisory Council. There were discussions throughout the review process, including regarding the order of questions and the need to find solutions for resolving people's suspicions with trusting surveys. The Survey workgroup advised to stay away from personalized questions as it would deter the public from wanting to complete the survey and advised they should limit demographic questions as well. Several technical changes were made to the survey draft during the meeting.

Chair Wilberg called for a motion to approve the survey, including the additional changes discussed at today's Advisory Council Meeting.

MOTION: To approve the survey with proposed changes made today.

ACTION: Motion prevailed by unanimous consent (Bechtel Moved, Griffith Second.)

- **Discuss Distribution and Collection Methods**

Idzikowski informed the Advisory Council on the following steps to discuss and decide on disseminating the surveys and collection methods for obtaining survey information. Idzikowski

stated they would distribute the survey online and mail paper copies to those who contact the department. Due to time restraints, this discussion was cut short. The Advisory Council will continue its discussion at the next Advisory Council meeting.

- **Assignments of Constituent Areas of Interest**

Idzikowski asked the Advisory Council to think about what service areas within the planning area they would like to be a constituent liaison/ambassador (See Pdf document titled "Service Area Constituent Liaison" for more information.) He would like to have everyone assigned to a section **before April's** Advisory Council meeting.

VI. Member Recruitment and Announcements: Tabled to next month's meeting

VII. Adjournment: Meeting adjourned at 3:15 p.m.

The next Advisory Council meeting is at 1:30 p.m. on Wednesday, April 23, 2021 as a Microsoft Teams virtual meeting.

Respectfully submitted,

Vonda Nyang
Executive Assistant