



MILWAUKEE COUNTY
Department on Aging

**Milwaukee County Commission on Aging
Executive Committee Meeting
August 2, 2021**

A quorum of Executive Committee members convened virtually on Monday, August 2, 2021. Members and attendees joined the virtual meeting, which was hosted on Microsoft Teams with videoconference and conference call options (computer or telephone).

Secretary John Griffith took roll call and confirmed attendance by calling each person invited to the meeting.

Members Present:

Bettie Rodgers, *Chairwoman*
Amber Miller, *Vice Chair*
John Griffith, *Secretary*
Elliot Moeser, *Legislative Officer*

Milwaukee County Staff Present continued,

Schinika Fitch, *County Executive's Office*
Vonda Nyang, *DHHS*

Attendees from the Public

Debra Jupka

Milwaukee County Staff Present:

Jon Janowski, *Interim Director, DHHS, DOA*

MINUTES

- I. **Call to Order and Roll Call:** Chairwoman Rodgers called the meeting to order at 11:05 a.m.

- II. **Review and approve the March 1, 2021, May 3, 2021, and June 25, 2021, Executive Committee meeting minutes.**

MOTION: To approve the March 1, 2021, May 3, 2021, and June 25, 2021, Executive Committee meeting minutes.

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

- III. **Discussion and Action Items:**

A. Discussion Items:

- a) **Update on Commission on Aging Vacancies:** Schinika Fitch, Director of Community Relations for the County Executive's Office, provided a status update on the Commission's membership. Currently, there are two vacancies to be filled. One of the vacancies must include someone in the health care field. They

would like to fill the vacancies with individuals who are of Asian American, Pacific Islander, or Native American ethnicity.

Jon Janowski, DHHS Interim Director for the Division on Aging, gave a brief update on the onboarding process with the three newly appointed and confirmed Commissioners. The Executive Committee discussed service terms for existing Commissioners to ensure they have replacements for those finishing their second term. Secretary Griffith requested to have the Commission term document distributed to the Commission.

- b) **Format for Committee and Council Chair reports-outs for upcoming COA meetings:** The Executive Committee decided to have a 2-minute time frame for Committee and Council report-outs at Commission on Aging meetings. The reports must be a summary of their Committee and Council minutes.
- c) **Schedule the Remaining 2021 COA Presentations:** Interim Director Janowski asked the Executive Committee what topics they would like to have covered for the last three COA meetings for the year. The possible presentations discussed at today's meeting were Robert Rules of Order, senior centers update, service delivery updates, and senior/veteran's housing/evictions. The Executive Committee asked Interim Director Janowski to have the Robert Rules of Order available on-demand as a video on the Division on Aging's website. The Executive Committee will discuss this topic more at their next meeting in September.

B. Action Items:

- a) **Scheduling the special COA Meeting in August to discuss the American Rescue Plan Act (ARPA) funding allocations:** Currently, the County hasn't received official notice of its ARPA funding which is an Older Americans Act allocation. Although Mr. Janowski had expected to receive official word by the end of July, he expects to hear from the State DHS in August regarding their award and award guidance. Interim Director Janowski suggested that the Executive Committee add this discussion item to their September or October meeting and not schedule a special meeting.
- b) **Setting the August 27, 2021 Commission on Aging meeting agenda:** The Executive Committee discussed the August 27, 2021 Commission on Aging agenda and voted to keep the agenda as drafted.

- IV. Adjournment:** A motion was made by Commissioner Griffith and seconded by Commissioner Rodgers to adjourn the meeting at 12:05 p.m.

The next Executive Committee meeting is scheduled for September 13, 2021, at 11:00 a.m. (virtual and audio) on Microsoft Teams and a teleconference phone.

Respectfully submitted,

Vonda Nyang
Executive Assistant