

**Council on Aging Nutrition Advisory Council Minutes
Wednesday, October 17, 2012**

Call to Order: Chair Janet Kopp called the meeting to order at 10:16 a.m.

Approval of Agenda: Ronnie Thomas, seconded by Mike Santucci, made a motion to approve the agenda. Motion carried.

Roll Call:

Present: Terry Burrington, Marti Everts, Nancy Flood, Janet Kopp, Hjordis Olson, Mike Santucci, Diane Tester, Ronnie Thomas, Supervisor Terry Thomas, Joan Wilson

Excused: Daryl Porter, Mary Roehl, Doris Thom, Nancy Toubl, Ellen Trewartha

Staff Present: Joyce Lubben, Ranee Goodroad

Introduction of Visitors: Also present were Kim Whitford, Marcy Berner-Reedy and Tanya Kelly.

Citizen Participation, Communications, and Announcements: Marcy Berner-Reedy shared a newspaper article regarding the change of caterer. She also shared a poster developed by the Meals on Wheels American honoring Veterans Day.

Ronnie Thomas presented the home delivered meals program with a check for \$250. This generous donation was made possible through funding provided by National Mutual Benefit Insurance – Janesville Branch 2.

Approval of August 15, 2012 Minutes: Mike Santucci made a motion to approve the August 15, 2012 minutes as distributed, seconded by Supervisor Terry Thomas.

Staff Report:

1. Field Placement Student: Tanya Kelly is working with the COA through May 2013 to fulfill field placement requirements for a human services associate degree from MATC. Ms. Kelly is currently assisting with assessment visits to those receiving home delivered meals.
2. Senior Farmers' Market Nutrition Program (SFMNP) Funding: The SFMNP is part of a federal Farm Bill which has not been reauthorized at this time. Although current authorization expired on September 30, 2012, vouchers distributed in 2012 will continue to be honored as agreed upon.

3. Volunteer Appreciation Event: Ranee Goodroad thanked Best Events and Rotary Gardens along with several others for the contributions each made to a successful event enjoyed by the eighty volunteers and guests who attended.
4. Dining Center Managers' Training: Dining Center Managers attended an all-day training in Waunakee on October 5, 2012.

New Business:

1. Closure of Olympian Village Congregate Site: Joyce Lubben reported that due to budget constraints, low attendance and the fact that there is another congregate site located six blocks away, she is requesting approval to close the Olympian Village congregate dining site effective December 31, 2012. A motion was made by Marti Everts to approve the closure of the Olympian Village site, seconded by Ronnie Thomas. Motion carried.
2. Request for Transfer of Funds in 2013 from Title C-1 to Title III-2: Joyce Lubben explained that due to lack of funding, she is requesting approval to transfer \$30,484 from the congregate budget to the home delivered meal budget in 2013. This is being requested in order to continue service at the current level. A motion was made by Terry Burrington, seconded by Diane Tester, to approve the transfer of \$30,484 from Title III-C-1 to Title III-C-2 in 2013. Motion carried.

Reports:

Dining Center Visits: Reports of visits to dining centers were provided by Janet Kopp, Diane Tester, Marti Everts, Mike Santucci, and Joan Wilson.

Nutrition & Health Associates: Ranee Goodroad reported that James Roche is attending a webinar that will enable him to facilitate the Healthy Eating for Successful Living in Older Adults workshop. He is also being trained to teach the ServSafe classes. Mr. Roche is starting observation visits to congregate dining sites.

Best Events: Kim Whitford stated Best Events is now the caterer for Beloit Meals on Wheels and for Walworth County. They have been able to hire more staff and these additional contracts will improve their buying power.

Adjournment: A motion was made by Hjordis Olson to adjourn, seconded by Marti Everts. Motion carried. Meeting adjourned at 11:15 a.m.

Minutes not official until approved by the Nutrition Advisory Council.