



**NOTE: This is a Teleconference**

**COUNCIL ON AGING NUTRITION ADVISORY BOARD AGENDA**

**Wednesday, July 21, 2021**

**10:00 a.m.**

**3328 US Highway 51 North, Janesville, Wisconsin**

Join Zoom Meeting

<https://us02web.zoom.us/j/83775794767?pwd=dTNuZzZHZ2pXYUImbDBpMU8ycFJXZz09>

Meeting ID: 837 7579 4767

Passcode: 328434

One tap mobile

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+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

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Join by SIP

[83775794767@zoomcrc.com](mailto:83775794767@zoomcrc.com)

Join by H.323

162.255.37.11 (US West)

162.255.36.11 (US East)

115.114.131.7 (India Mumbai)

115.114.115.7 (India Hyderabad)

213.19.144.110 (Amsterdam Netherlands)

213.244.140.110 (Germany)

103.122.166.55 (Australia Sydney)

103.122.167.55 (Australia Melbourne)

209.9.211.110 (Hong Kong SAR)

64.211.144.160 (Brazil)

69.174.57.160 (Canada Toronto)

65.39.152.160 (Canada Vancouver)

207.226.132.110 (Japan Tokyo)

149.137.24.110 (Japan Osaka)

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Join by Skype for Business

<https://us02web.zoom.us/skype/83775794767>

Topic: COA Advisory Board July Meeting

Time: July 21, 2021 09:00 PM Central Time (US and Canada)

Join Zoom Meeting

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, July 19, 2021. To submit a public comment use the following email: [paula.schutt@co.rock.wi.us](mailto:paula.schutt@co.rock.wi.us)

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Approval of June 16, 2021 Nutrition Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
  - 1. Staffing
  - 2. Volunteers
  - 3. Happenings
- H. New Business
  - 1. No new business
- I. Old Business
  - 1. Dining Site Re-Opening
  - 2. Senior Farmers' Market Vouchers
- J. Reports
  - 1. Best Events
  - 2. Nutrition & Health Associates
  - 3. Dining Center Visits / Curbside Pickup Meal Visits
  - 4. Home Delivered Meal Ride-Alongs
- K. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



**COUNCIL ON AGING NUTRITION ADVISORY BOARD MINUTES**  
**Wednesday, June 16, 2021**

**Call to Order:** The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:00 a.m. by Chuck Wilson, via Zoom conference, in lieu of being in person at the Council on Aging office, 3328 US Highway 51 North, Janesville, Wisconsin.

**Approval of Agenda:** A motion was made by Janice Turner, seconded by Pam Bostwick, to approve the agenda. Motion carried.

**Roll Call:**

Present: (via phone call or Zoom) Pam Bostwick, Tom Brien, Karen Ferguson, Sherril Gilbertson, Vicky O'Donnell, Janice Turner, and Chuck Wilson

Excused: Patricia Burhans, Rena DeWar, Vicki Gobel, Jack Kooyman, Debbie Kraus, Sue McGinness

Staff Present: Paula Schutt, Lisa Messer, Linda Hardie, Tatiana March, Hannah Soukup

**Introduction of Visitors:** Amy Karas, Nutrition & Health Associates; Rodney Oksuita, Best Events

**Approval of May 16, 2021 Nutrition Advisory Board Minutes:** A motion was made by Tom Brien, seconded by Karen Ferguson, to approve the May 16, 2021, Nutrition Advisory Board minutes. Motion carried.

**Citizen Participation, Communications and Announcements:** Chuck Wilson shared that Beloit Meals on Wheels will be hosting a run/walk fundraiser at 7:00 am on Saturday, June 26. Senior Fair dates have been announced: Rock County Senior Fair will be September 10, at the Holiday Inn Express, in Janesville. The Beloit Senior Fair will be Tuesday, October 5, at the Eclipse Center, in Beloit.

**Staff Report:**

Staffing: Linda Hardie stated that Katie Legatzke, the first intern of the summer, has come and gone; she worked with Nutrition Program staff for a total of eight days during the last two weeks of May. Hannah Soukup, the current intern, who is a Health Promotion and Health Equity major at UW Madison, began last Monday, June 7, and will be with Council on Aging for eight weeks, finishing at the end of July. Mary Barrett, Nutrition Program clerical staff, will be retiring; her last day will be September 1.

Volunteers: There is still a need for volunteer drivers – particularly in Janesville. Linda asked each board member to provide her phone number, 608-757-5474, to one or two persons who might be a good fit for delivering meals. Recent coverage for home meal delivery has been quite difficult. Chuck Wilson stated that he would reach out to Lions Club members.

Happenings: Hardie attended the WAND (Wisconsin Association of Nutrition Directors) Conference virtually on June 2. There will be a quarterly site manager meeting later this month. The recent stretch of hot weather has caused challenges with keeping cold foods at proper temperature during delivery. Temperatures are monitored on a regular basis and adjustments are made as needed, to maintain desired temperatures.

**New Business:**

Dining Site Re-Opening: Last week, Rock County Health Department granted approval to re-open the dining sites. It is known that DHS (Dept. of Health Services) and GWAAR (Greater Wisconsin Agency on Aging Resources) must also give permission. Hannah Soukup, the new intern, will be investigating what else is needed in order to re-open. Hannah has recently been assisting in Milton, so she has knowledge and context for her research. It is known that there will be a number of changes and trainings necessary in order to re-open. August or September have been mentioned for possible re-opening. It is anticipated that curbside pickup meals will likely remain an option, even after dining site re-opening.

**Old Business:**

Senior Farmers' Market Vouchers: Linda shared that there have now been 346 inquiries about the Senior Farmers' Market vouchers (of 554 available). They are in various stages of the process, but documentation has been received back from many, and 200 sets of vouchers have already been mailed. Each voucher envelope costs \$1.66 to mail.

**Reports:**

Best Events: Rod Oksuita shared that not much is new. In looking at costs, some meat prices have increased significantly (tripled) in the last 60 days. Caterers have also been dealing with some food shortages, but not too much with any of the Nutrition Program foods, as they are pretty basic. Best Events is looking for two new drivers; staffing continues to be a challenge.

Nutrition & Health Associates: Amy Karas stated that she has been doing quarterly site visits. Today she will be doing her first nutrition counseling via Zoom. Amy will be taking a class called Stepping Up Your Nutrition, which is a 2 ½ hour class focusing on malnutrition, hydration and protein. It is a Segway to the Stepping On class. Amy is still working on the fall/winter menu. Lisa Messer asked if Amy had spoken to Debbie Kraus, at Grinnell Hall, about hosting the Stepping Up Your Nutrition class. No date has yet been set for the class.

Dining Center /Curbside Pick-up Meal Visits: none.

Home Delivered Meal Ride-Alongs: none.

**Adjournment:** A motion was made by Tom Brien, seconded by Janice Turner, to adjourn the meeting. Motion carried. Meeting adjourned at 10:28 a.m.

*Minutes not official until approved by the Council on Aging Nutrition Advisory Board.*