

ROCK COUNTY, WISCONSIN



COUNCIL ON AGING

51 South Main Street (mailing)
Janesville, WI 53545
3328 U.S. Highway 51 North (location)
608-757-5472
608-758-8472 (fax)

NOTE: This is a Teleconference

COUNCIL ON AGING NUTRITION ADVISORY BOARD AGENDA

Wednesday, January 20, 2021

10:00 a.m.

3328 US Highway 51 North, Janesville, Wisconsin

Rock County Council on Aging is inviting you to a scheduled Zoom meeting.

Topic: COA Advisory Board & Nutrition Board Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84378934198?pwd=RmNieTZlV3FiRTVrRitQVGhkdGRnQT09>

Meeting ID: 843 7893 4198

Passcode: 323758

One tap mobile

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Meeting ID: 843 7893 4198

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Find your local number: <https://us02web.zoom.us/j/84378934198>

Join by SIP

84378934198@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)

209.9.211.110 (Hong Kong SAR)

64.211.144.160 (Brazil)

69.174.57.160 (Canada)

207.226.132.110 (Japan)

Meeting ID: 843 7893 4198

Passcode: 323758

Join by Skype for Business

<https://us02web.zoom.us/skype/84378934198>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Friday, January 15, 2020. To submit a public comment use the following email: paula.schutt@co.rock.wi.us

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Approval of December 16, 2020 Nutrition Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
 - 1. Site Manager Vacancies
 - 2. Shelf Stable Meals
 - 3. Happenings
- H. New Business
 - 1. No New Business
- I. Old Business
 - 1. Routing Software

2. Emergency Plan

J. Reports

1. Best Events
2. Nutrition & Health Associates
3. Dining Center 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 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, December 16, 2020

Call to Order: The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:12 a.m. by Jean Boyle, 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 Karen Ferguson, seconded by Pat Burhans, to approve the agenda. Motion carried.

Roll Call:

Present: (via phone call or Zoom) Jean Boyle, Patricia Burhans, Rena DeWar, Karen Ferguson, Sherril Gilbertson, Jack Kooyman, Debbie Kraus, Sue McGinness, Vicky O'Donnell, and Janice Turner

Excused: Tom Brien, Vicki Gobel

Staff Present: Paula Schutt, Lisa Messer, Linda Hardie

Introduction of Visitors: Amy Karas, Nutrition & Health Associates, Pam Bostwick, Chuck Wilson

Approval of November 18, 2020 Nutrition Advisory Board Minutes: A motion was made by Debbie Kraus, seconded by Janice Turner, to approve the November 18, 2020 Nutrition Advisory Board minutes. Motion carried.

Citizen Participation, Communications and Announcements: Chuck Wilson stated that the new baseball stadium in Beloit is progressing nicely; also that the Stateline Boys & Girls Club is fundraising for a new building.

Staff Report:

Site Manager Vacancies: Linda Hardie stated after three postings for the site manager position at Riverview Heights / relief site manager, there have been two applications received with this latest posting. Also, there have been two applications received for the Milton site manager position. Interviews for both positions are to be held this afternoon.

Shelf Stable Meals: Shelf-stable meals have just been received for those home delivered meal recipients who requested them. Each box contains components for three meals, which are to be utilized in case home meal delivery must be cancelled due to inclement weather. There were inquiries by Debbie Kraus and Jack Kooyman, as to whether anyone can get them; and if they can be ordered at any time. Hardie stated that the shelf-stable meals are ordered only for home delivered meal recipients who request them; also that there is just one annual ordering.

Evansville Church Coordination: The month of February had been without a church coordinator; Hardie contacted other churches in the area to take this on, but there was no response. However, an existing coordinator did step up and volunteer to take on the month of February. Also, the current coordinator for St. Paul's had expressed an interest in passing her coordination duties on to someone else; however, she has stated that she will continue to coordinate, at least for the immediate future.

Happenings: Gifts have been ordered and received for the volunteer recognition. Distribution is in process. Jean Boyle stated that in past years, Linda had written a volunteer appreciation poem, and inquired as to whether that was happening again. She was assured that there was a poem written. There have also been more insulated bags and gel packs (hot/cold packs) ordered for home delivered meals. Since the last meeting, there are three new home delivered meal drivers on board; there is an appointment for an additional driver tomorrow, and another has expressed an interest via email. Things seem to be shaping up for the ability to add an additional route in Janesville soon.

New Business: No new business

Old Business:

Routing Software: The second training call with Zippy Meals, the new cloud-based routing program, will be tomorrow morning. Zippy Meals staff have been very pleasant and helpful.

Emergency Plan: GWAAR has stated that there must be an emergency plan in place to address concerns caused by volunteer and staffing shortages, etc., due to COVID. Efforts are being made to plan for multiple scenarios, and things are taking shape. Although there has been much discussion about how to react to various scenarios, nothing has yet been put in writing.

Reports:

Best Events: No report; Rodney Oksuita was not present.

Nutrition & Health Associates: Amy Karas stated that she has finished fourth quarter dining site visits, and is actively working on Spring/Summer menus. One of her biggest challenges is finding creative ways to incorporate beans into the menu. There was a comment made about black bean brownies, which have been incorporated into the menu, under the name "fudgy fiber brownies". Amy has also been busy writing nutrition education articles for the upcoming year. She stated that doing nutritional counseling (one-on-one) has been her biggest challenge during COVID. Normally, she goes to the houses of the home delivered meal recipients who have requested a visit, but attempting to do everything via phone and printed materials which she sends in the mail, has been difficult to coordinate. In addition, some who have requested nutritional counseling have been in and out of the hospital, making the challenge even greater. Lisa Messer stated that she wishes that nutritional counseling were available for Beloit Meals on Wheels participants, as she has connected with a few persons who could benefit from such counseling. However, because Beloit Meals on Wheels is its own entity, this service is not available to them. As she becomes aware of the need, Lisa is referring those people to local dietitians.

Dining Center Pick-up Meal Visits: none.

Home Delivered Meal Ride-Alongs: none.

Adjournment: A motion was made by Debbie Kraus, seconded by Sue McGinness, to adjourn the meeting. Motion carried. Meeting adjourned at 10:38 a.m.

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