

**Amended
4/16/13**

**Council on Aging Nutrition Advisory Council Minutes
Wednesday, March 20, 2013**

Call to Order: Chair Marti Everts called the meeting to order at 10:00 a.m.

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

Roll Call:

Present: Nancy Arnold, Terry Burrington, Marti Everts, Janet Kopp, Char Lezvow, Hjordis Olson, Daryl Porter, Mike Santucci, Peg Slaback, Ronnie Thomas, Supervisor Terry Thomas

Excused: Nancy Flood, Sonja Heiser, Diane Tester, Nancy Toubl

Staff Present: Joyce Lubben, Rane Goodroad

Introduction of Visitors: Also present were Tanya Kelly, Rod Oksuita, Kim Whitford and James Roche.

Citizen Participation, Communications, and Announcements: Rane Goodroad distributed flyers on the upcoming Healthy Eating for Successful Living in Older Adults.

Approval of February 20, 2013 Minutes: Janet Kopp made a motion to approve the February 20, 2013 minutes as distributed, seconded by Ronnie Thomas. Motion carried.

Staff Report:

Internships: Tanya Kelly shared some of her experiences interning during her second semester. Commendations were given by COA staff for her excellent work.

Youth Services: Provided decorated bags and shamrock pins for those receiving home delivered meals.

WAND Conference: Rane Goodroad will attend their annual conference in Stevens Point on April 8th and 9th.

Nutrition Education Handout – Home Delivered Meals: The most recent nutrition education handout, “Instructions for Reheating Food Safely in the Microwave”, was distributed. The handout will also be available at dining centers.

Revised Actual Cost of Meal: Due to closure of congregate dining sites, the actual cost per meal has lowered to \$8.97 per meal.

Old Business:

Program Evaluations Update: Ranee Goodroad shared preliminary findings from the annual program evaluations of the home delivered meals and dining centers. It was noted that many respondents indicated they receive ½ of their daily food intake from the meal provided through the COA. A complete report will be given at the April meeting.

New Business:

Evaluation Cards for Congregate Program: To provide on-going program evaluation, a brief survey card is being developed and will be made available at the dining centers. This will provide an opportunity for diners to give feedback at anytime.

Reports:

Dining Center Visits: Janet Kopp, Ronnie Thomas, Marti Everts and Daryl Porter reported on their dining center visits.

Nutrition & Health Associates: James Roche stated all but one dining center manager has passed the Serving Safe Food certification. During site inspections he has found only minor sanitation issues.

Best Events:

Adjournment: A motion was made by Janet Kopp to adjourn, seconded by Hjordis Olson. Motion carried. Meeting adjourned at 10:45 a.m.

Minutes not official until approved by the Nutrition Advisory Council.