

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, March 17, 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: Council on Aging Nutrition Advisory Board

Time: Mar 17, 2021 09:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82710124926?pwd=ZnB1bFp5ZjNoQVB0MzdZnp2QjZ1dz09>

Meeting ID: 827 1012 4926

Passcode: 909090

One tap mobile

+13126266799,,82710124926#,,,,\*909090# US (Chicago)

+13017158592,,82710124926#,,,,\*909090# US (Washington DC)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 827 1012 4926

Passcode: 909090

Find your local number: <https://us02web.zoom.us/u/kCkCA8wR7>

Join by SIP

82710124926@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)

Meeting ID: 827 1012 4926

Passcode: 909090

Join by Skype for Business

<https://us02web.zoom.us/skype/82710124926>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, March 15, 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 February 17, 2021 Nutrition Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
  - 1. Staffing
  - 2. Volunteers
  - 3. Vaccines
  - 4. Happenings
- H. New Business
  - 1. No New Business
- I. Old Business
  - 1. 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, February 17, 2021**

**Call to Order:** The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:05 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 Pat Burhans, seconded by Janice Turner, to approve the agenda. Motion carried.

**Roll Call:**

Present: (via phone call or Zoom) Pam Bostwick, Tom Brien, Patricia Burhans, Rena DeWar, Karen Ferguson, Sherril Gilbertson, Vicki Gobel, Jack Kooyman, Debbie Kraus, Vicky O'Donnell, Janice Turner, and Chuck Wilson

Excused: Jeff Didelot, Sue McGinness

Staff Present: Paula Schutt, Lisa Messer, Linda Hardie

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

**Approval of January 20, 2021 Nutrition Advisory Board Minutes:** A motion was made by Karen Ferguson, seconded by Janice Turner, to approve the January 20, 2021, Nutrition Advisory Board minutes, with the correction of one spelling error. Motion carried.

**Citizen Participation, Communications and Announcements:**

**Staff Report:**

Staffing: Linda Hardie stated that a resolution was approved at the County Board Meeting last Thursday night (Feb.11) for a full-time Nutrition Program Assistant, which is much needed. The position was posted yesterday. Riverview Heights and Milton site managers have completed their training and are doing well.

Volunteers: Hardie sent out a press release regarding the need for more volunteer home delivered meal drivers, and has gotten a good response. As of today, there are two new drivers for Milton and three new drivers for Janesville. There have been multiple ride-alongs and more are scheduled. New paperwork has been completed with one new driver; another is scheduled. Chuck Wilson offered that there would likely be Noon Lion's Club members who might be interested in driving for the program, as there is a hunger initiative requirement. Chuck will get contact information and email it to Linda.

**Happenings:** Linda stated that an additional route (Route 6) will be added to Janesville home delivered meals beginning Monday, March 1. There is a quarterly site manager meeting scheduled for March 2. Meals have been cancelled three times this winter, but twice this year: January 26 and February 4. They were also cancelled December 30, 2020, after a foot of snow. The meals and safety checks are making a difference on a daily basis. Just last week, a home delivered meal recipient fell; the driver called emergency services for her. Yesterday, there was a home delivered meal recipient who didn't answer the door; the driver called the office and her emergency contact was notified. The timeliness of this notification was critical, as the meal recipient had fallen and was lying on the floor. Without that safety check, she would likely not have survived, as she had sustained a head injury and was bleeding.

**New Business:**

**Senior Farmers' Market Vouchers:** Vouchers will be distributed in the same manner as last year: people will call to indicate an interest; staff will return the call to obtain pertinent information. An eligibility form will then be mailed, signed, and returned; following the return, the vouchers will be mailed to the recipient. This requires an incredible number of personnel hours. It is hoped that an intern will be secured, to assist.

**Old Business:** No Old Business

**Reports:**

**Best Events:** Rod Oksuita stated that the catering business has been incredibly slow, due to the pandemic. He said that Linda deals most closely with David and Joe, who are very helpful. Debbie Kraus inquired about Best Events' relationship with Beloit Meals on Wheels. Rod stated that Best Events prepares the Beloit Meals on Wheels food also; the same menu / schedule is used as for Nutrition Program meals. Meals are nutritious and flavorful; Rod eats at least one Nutrition Program meal per week. Hardie mentioned that Beloit Meals on Wheels is a contracted provider for the Rock County Council on Aging Nutrition Program for the Beloit area.

**Nutrition & Health Associates:** Amy Karas stated that she is still working on the spring/summer menu, as it takes a long time to finalize. It was emailed this morning. Amy will be starting site visits in early March.

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

**Home Delivered Meal Ride-Alongs:** none.

**Adjournment:** A motion was made by Tom Brien, seconded by Jack Kooyman, to adjourn the meeting. Motion carried. Meeting adjourned at 10:30 a.m.

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