



NOTE: This is a Teleconference

COUNCIL ON AGING NUTRITION ADVISORY BOARD AGENDA

Wednesday, July 15, 2020

10:00 a.m.

3328 US Highway 51 North, Janesville, Wisconsin

Join Zoom Meeting

<https://us02web.zoom.us/j/2381223606?pwd=UHBhYXBzTHVGb0tCaktXZVc1anQ0dz09>

Meeting ID: 238 122 3606

Password: 564204

One tap mobile

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Join by Skype for Business

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Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Board Members: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, June 13, 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 June 17, 2020 Nutrition Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
 - 1. GWAAR Conference Call
 - 2. Routing Software Call
 - 3. Happenings
- H. New Business
- I. Old Business
 - 1. Senior Farmers' Market Nutrition Program Vouchers
 - 2. Site Managers
 - 3. Aging Goals
- 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, June 17, 2020

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

Roll Call:

Present: (via phone call or Zoom) Robert Borremans, Jean Boyle, Tom Brien, Patricia Burhans, Karen Ferguson, Jack Kooyman, Debbie Kraus, Sue McGinness, Vicky O'Donnell, Mark Richardson, Janet Smith, and Janice Turner

Excused: Rena DeWar, Vicki Gobel, Sherril Gilbertson

Unexcused:

Staff Present: Paula Schutt, Lisa Messer, Linda Hardie

Introduction of Visitors: Amy Karas, Nutrition & Health Associates

Approval of May 20, 2020 Nutrition Advisory Board Minutes: It was pointed out that, under the Approval of Agenda heading on the May minutes, it states that agenda approval was seconded by Pat Gilbertson; it should be corrected to say that approval was seconded by Pat Burhans. A motion was made by Sue McGinness, seconded by Karen Ferguson, to approve the May 20, 2020, Nutrition Advisory Board minutes with this correction. Motion carried.

Citizen Participation, Communications and Announcements: None.

Staff Report:

Home Delivered Meal Update: Linda Hardie stated that there are still lots of home delivered meals going out. Whenever someone is released from a hospital or facility, they are being asked if they are exhibiting any COVID symptoms, or if they have been tested, they are being asked the result. If they are COVID-positive, a no-contact delivery is being done.

Intern: Linda indicated that Meghan Quinn, the new intern from UW-Stout, who started June 1, has been invaluable in returning the Farmers' Market voucher calls to those who have left voicemails indicating an interest. Megan is the primary person who is returning calls. Lachel Fowler has also been returning calls, as has Mary Barrett. Meghan is working 4 hours per day,

and will be doing so until early August. The previous intern, Teresa Sukkert, had started in January and worked until early March, when the UW-Whitewater internship program was shut down due to COVID-19.

Happenings: Hardie said that as of this month, Mary Barrett is full-time, through December 31. This is possible due to additional funding received. Technology has recently presented many challenges: emails not going out; outgoing phone calls not going through; incoming phone calls not coming in. It has been very frustrating. Information Technology staff is working on the problem.

New Business:

FFCRA (Families First Coronavirus Relief Act) and CARES (Coronavirus Aid, Relief, and Economic Security) Act Funding: Hardie shared that the Nutrition Program has received funding from both FFCRA and CARES. Paula Schutt provided exact amounts: \$93,671 from FFCRA; \$207,917 from CARES. FFCRA funds must be used first; then CARES. This additional funding from both sources will be exhausted before the end of 2020. Federal funds are awarded via GWAAR. Initial GWAAR OAA funding allocation for the Nutrition Program: \$286,433 for congregate meals; \$117,405 for home delivered meals.

Old Business:

COVID-19: Its effect on the Nutrition Program: Ms. Hardie stated that enrollment in home delivered meals increased overall, as a result of COVID-19. Participation in curbside pickup meals started slowly, but has been steadily increasing, particularly on days when popular entrees such as salmon are served. COVID has also had a significant impact on entry of data into the state database; it is much more complicated, as additional information is required of those who are doing curbside pickup meals (more than was required of congregate diners); also data must be input to reflect which funding source is being used.

Senior Farmers' Market Nutrition Program (SFMNP) Vouchers: Hardie indicated that although the distribution of vouchers this year is much more complicated, there are currently 359 applicants, for 489 available vouchers. There is a dedicated phone line which is being used for applicants to leave their name and phone number in order to facilitate the first call, first served requirement. Once staff has returned phone calls, in which they go over the rules of the program and procure the needed information, eligibility agreements are mailed to applicants; applicants sign and return the application; and voucher packets are then mailed to the applicants. The first mailing of eligibility agreements was done Monday, June 8. To date, 40 agreements have been returned. WCLO had recorded a promo for the vouchers, but provided no contact information in the promo which was aired. The SFMNP flier has been mailed to housing authorities, libraries, food pantries, churches, etc. The flier has also been posted on the COA website home page and on the COA Facebook page. Voucher packets will be assembled next Wednesday; the first mailing of voucher packets will be done the following day. Packets include vouchers, Food Resource Guide, Grocery Store Resource Guide, nutrition education, menu, important information regarding use of the vouchers, an ADRC brochure, etc. At this point, the cost will be to mail each packet is not yet known.

Site Managers: Ms. Hardie stated that, as of June 1, all regular site managers are in county employ.

Aging Goals: Linda indicated that the Nutrition Program aging goal for 2020 is to provide oral health presentations or screenings for 30 individuals. Because it is not currently possible to do oral health screenings due to COVID, it may be necessary to either abandon the goal or to do online presentations to fulfill the goal.

Reports:

Best Events: no report, as Rodney Oksuita was not able to be present.

Nutrition & Health Associates: Amy Karas stated that second quarter site visits have been completed, and she is currently working on the fall/winter menu.

Dining Center Visits: none, as dining sites are closed.

Home Delivered Meal Ride-Alongs: none, due to social distancing requirements.

Adjournment: A motion was made by Mark Richardson, seconded by Sue McGinness, to adjourn the meeting. Motion carried. Meeting adjourned at 10:41 a.m.

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