



**COUNCIL ON AGING  
NUTRITION PROGRAM ADVISORY BOARD MINUTES  
AUGUST 17, 2016**

**Call to Order:** The meeting was called to order by Chair Sonja Heiser at 10:15 a.m. at the Council on Aging office, 3328 US Highway 51 North, Janesville, Wisconsin.

**Approval of Agenda:** A motion was made by Chuck Wilson, seconded by Aaron Thomas, to approve the agenda. Motion carried.

**Roll Call:**

Present: Jean Boyle, Jim Farrell, Dawn Fossum, Sonja Heiser, Jo Ann Koltyk, Char Levzow, Supervisor Norvain Pleasant, Suzanne Rasmussen, Jenny Schmidt, Peg Slaback, Pam Strom, Aaron Thomas, Chuck Wilson

Excused: Nancy Arnold, Cherie Scholz-Baker

Staff Present: Joyce Lubben, Ranee Goodroad

**Introduction of Visitors:** Also present were Ellen Wiegand, Beloit Meals on Wheels; Maggie Sanna, Nutrition & Health Associates; and Rodney Oksuita, Best Events.

**Approval of May 18, 2016 Advisory Board Minutes:** A motion was made by Peg Slaback, seconded by Jean Boyle, to approve the May 18, 2016 minutes. Motion carried.

**Citizen Participation, Communications and Announcements:** Ranee Goodroad reported that the last Grinnell Hall picnic for the season will be held on Friday, August 19, 2016. Chuck Wilson will be providing the music and the picnic has a western theme.

**Staff Report:**

Three-Year Review: Ranee Goodroad reported that GWAAR will be conducting its three-year review of the nutrition program prior to the end of 2016. We are to start using the revisions to Chapter 8 of the Wisconsin Aging Network Policies and Procedures immediately. These revisions are mainly for the nutritional content of the meals.

**Old Business:**

Lunch and Learn Surveys: Ranee Goodroad shared results from the Lunch and Learn surveys from each site. She will use those surveys to schedule these topics based on what each site has requested. In addition, Lachel Fowler will be presenting on Medicare open enrollment.

Senior Farmers' Market Nutrition Program Report: Ranee Goodroad thanked everyone for assisting at the voucher distribution sites. Many of the members indicated it was a good experience and they want to do it again next year.

Regional Nutrition Director's Meeting Report: Ms. Goodroad stated most of the meeting was a discussion on changes in Chapter 8. She described the restaurant model used in Deforest for congregate meals. The next training for site managers will be held in the fall at Waunakee. A video, "Dining with Dementia" was shown. Board members indicated interest in seeing this video.

### **New Business:**

Volunteer Appreciation at Rotary Gardens: Ranee Goodroad announced that the Volunteer Appreciation event will be held at Rotary Gardens on Wednesday, September 14, 2016 at 2:00 p.m. Chuck Wilson will be providing the music and food will be catered by Best Events. There will be volunteer opportunities for board members that day.

2017 Nutrition Program Budget: Joyce Lubben shared an overview of the 2017 county budget request. In order to avoid any congregate program cuts and waiting lists for home delivered meals she has submitted a rather large request for additional tax levy. There was discussion on the characteristics of those receiving congregate and home delivered meals and how the need is increasing. Sonja Heiser provided an overview of the meeting she attended of the Education, Veterans and Aging Services Committee where an update on the nutrition program at Evansville was provided.

### **Reports:**

Best Events: Rodney Oksuita provided an update on staffing at Best Events. He stated they have already begun to implement the Chapter 8 revisions.

Nutrition & Health Associates: Maggie Sanna reported that the congregate educational presentations are on protein. The Healthy Eating class is continuing in Clinton. Ms. Sanna has been completing sanitation visits. She is currently working on the nutrition analysis for the fall/winter menu.

Dining Center Visits: Reports on dining center visits were provided by Jean Boyle, Char Levzow and Sonja Heiser.

**Adjournment:** A motion was made by Chuck Wilson, seconded by Jean Boyle, to adjourn the meeting. Motion carried. Meeting adjourned at 11:25 a.m.

Minutes submitted by Joyce Lubben.

*Minutes not official until approved by the Nutrition Program Advisory Board.*