



**COUNCIL ON AGING
NUTRITION ADVISORY BOARD MINUTES
Wednesday, May 17, 2017**

Call to Order: The meeting of the Council on Aging Nutrition Advisory Board was called to order by Vice-Chair Chuck Wilson at 10:00 a.m. at the Council on Aging office, 3328 US Highway 51 North, Janesville, Wisconsin.

Approval of Agenda: A motion was made by Sonja Heiser, seconded by Supervisor Norvain Pleasant, to approve the agenda. Motion carried.

Roll Call:

Present: Nancy Arnold, Jean Boyle, Jim Farrell, Sonja Heiser, Char Levzow, Supervisor Norvain Pleasant, Suzanne Rasmussen, Jenny Schmidt, Cherie Scholz- Baker, Peg Slaback, Chuck Wilson

Excused: Dawn Fossum, Jo Ann Koltyk, Pam Strom

Unexcused: Aaron Thomas

Staff: Ranee Goodroad

Introduction of Visitors: Arianna Coleman, Nutrition and Health Associates; Rodney Oksuita, Best Events; Ellen Wiegand, Beloit Meals on Wheels

Citizen Participation, Communications and Announcements: Ranee Goodroad announced that interviews for the part-time clerical position will be conducted on Friday, May 19, 2017.

Approval of April 19, 2017 Advisory Board Minutes: A motion to approve the April 19, 2017 minutes was made by Cherie Scholz-Baker, seconded by Peg Slaback. Motion carried.

Staff Report:

WAND Conference: Ranee Goodroad reported on the highlights of the WAND conference which she attended on April 27 and 28, 2017 in Stevens Point. A second WAND conference will be held this year. It will be a one day conference in Wisconsin Rapids.

Three Year Assessment. A summary of the current three-year assessment (2016 – 2018) was distributed and discussed. The assessment was completed by Jean Lynch, GWAAR.

Old Business:

Participant Evaluations: A summary of participant surveys submitted by the Milton congregate diners was distributed. The summaries of the other dining center surveys were distributed at the April meeting.

Summaries of the home delivered meals surveys will be distributed at a later meeting. Jim Farrell noted that although thirty surveys had been returned at the Milton dining center, none of the questions had thirty responses. The Advisory Board indicated an interest in reviewing the wording of the questions and making suggestions in an effort to possibly increase the number of responses. Ranee Goodroad will inquire as to the feasibility of providing suggestions to the survey since it is developed at the State level.

New Business:

Volunteers for the Senior Farmers' Market: The distribution of Senior Farmers' Market vouchers was discussed with flyers made available and a request to distribute them wherever feasible. A Volunteer Sign-Up sheet was distributed with a request for volunteers to assist with the distribution.

Reports:

Special Event Update: Chuck Wilson reported on his *Name That Tune* presentation on May 9th at the Gathering Place in Milton. There were approximately forty people in attendance.

Best Events: The spring/summer menu is now in the second month. Several new menu items were added including salmon.

Nutrition & Health Associates: Arianna Coleman reported on the current quarterly nutrition education series being presented at the dining centers. Ms. Coleman also reported that she is currently teaching the Healthy Eating for Successful Living in Older Adults.

Dining Center Visits: The following dining center evaluations were presented: The Gathering Place by Chuck Wilson, Creekside by Sonja Heiser, and Clinton Senior Center by Peg Slaback.

Adjournment: A motion to adjourn the meeting was made by Supervisor Norvain Pleasant and seconded by Cherie Scholz-Baker. Motion carried. Meeting adjourned at 10:58 a.m.

Minutes submitted by Ranee Goodroad

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