



COUNCIL ON AGING
NUTRITION BOARD AGENDA
Wednesday November 17, 2021, 10:00 a.m.
Dr. Daniel Hale Williams Resource Center
Beckman Mill Conference Center, Room J1015
1717 Center Ave
Janesville, WI 53546

This meeting will be held in person for those that can attend. (Masks are required). Please report to the Dr. Daniel Hale Williams Resource Center, 1717 Center Avenue, Beckman Mill Conference Room (J1015) at 10:00 a.m. (This meeting follows the CoA Advisory Board meeting.) For those that cannot attend in person, please log into Zoom with the link below.

Join Zoom Meeting

<https://us02web.zoom.us/j/83134960388>

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Join by Skype for Business

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- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Approval of October 20, 2021 Nutrition Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
 - 1. Staffing
 - 2. Volunteers
 - 3. Happenings
- H. New Business

1. No new business

- I. Old Business
 1. Aging Goal Update

- 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 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, October 20, 2021

Call to Order: The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:46 a.m. by Chuck Wilson; the meeting was held in-person, with the option of attending via Zoom Conference, at the DWRC, 1717 Center Ave., Janesville, Wisconsin.

Approval of Agenda: A motion was made by Pat Burhans, seconded by Sherril Gilbertson, to approve the agenda. Motion carried.

Roll Call:

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

Excused: Tom Brien

Staff Present: Paula Schutt, Lisa Messer, Linda Hardie, Tatiana March

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

Approval of July 21, 2021 Nutrition Advisory Board Minutes: A motion was made by Jack Kooyman, seconded by Sue McGinness, to approve the July 21, 2021, Nutrition Advisory Board minutes. Motion carried.

Citizen Participation, Communications and Announcements: At the conclusion of the meeting, Chuck Wilson spoke on behalf of the board, stating "We appreciate you, Paula". Paula said that she will miss the board and the staff after her retirement; her last day in the office will be October 29.

Staff Report:

Staffing: Linda Hardie stated that Hannah Soukup, completed her internship on July 30. Mary Barrett, Nutrition Program clerical, retired; her last day was September 1. After three postings, Amanda Schmitt has been hired; she started the position on October 4. Tatiana has been keeping things going between Mary's leaving and Amanda's arrival, and is currently training Amanda. Two new interns attended orientation on Monday, October 18. They are both dietetic interns from UW-Health. Erin Ard began her internship on Monday; her internship will last just two weeks; Katrina Sprang will begin her internship Monday, October 25; she has a

three week internship, which will overlap Erin's by one week. Tomorrow (Thurs., October 21) will be an annual fall training day for Nutrition Program staff.

Volunteers: Volunteer Recognition was held October 5 at Rotary Gardens; there was a good turnout; approximately 65-70 persons attended. Best Events did a wonderful job. Rod even stopped in himself, to make sure things were going well. The food was delicious and the room looked beautiful. Best Events donated all the table linens, centerpieces, and even the wait staff was provided at no additional charge. This was much appreciated.

At the recognition, volunteers received a card with a poem; also a multi-tool in a case with the words "Valued Volunteer" debossed on it. Rotary Gardens donated pen and ink drawings by local artist Connie Glowacki, to be presented to all the volunteers who attended. The prints had been donated by the artist with the intent that they be presented to volunteers. Sheila Flood, from Rotary Gardens, said she felt like the prints were perfectly suited for the Nutrition Program volunteers. It seemed like those who attended enjoyed the function; positive feedback was received. Many thanks to Chuck Wilson, who provided the music for the event; and to Pat Burhans, who welcomed the attendees and made sure they had name badges. More home delivered meal drivers are needed. Especially the Janesville routes are getting too large. Following a press release in early September, there has been one Janesville driver added.

Happenings: There has been a large influx of people onto home delivered meals program; lots of packing and unpacking has happened, as we moved into the new DWRC facility on August 30. Older Americans Act (OAA) Registration forms have been updated; implementation of the new forms began October 1. WellSky/SAMS (the state database) is to be locked down on Nov. 5. All data from the prior reporting year (10/1/20-9/30/21) must be entered; error reports must be run; and any errors must be corrected before that time.

Notices of the availability of shelf-stable meals have been sent out to home delivered meal recipients. These meals are ordered for those meal recipients who request them.

New Business: No new business

Old Business:

Dining Site Re-Opening: No news to report regarding re-opening. When dining sites do re-open, it is likely that the curbside pickup will still be offered as well. It was mentioned that re-opening guidelines require social distancing (other than for those who are "in the same social circles") it was felt that the guidelines might make some who are not part of said social circles, feel ostracized.

Aging Goal Update: The original aging goal for the year had been to investigate a restaurant option for congregate dining; however, since that seemed very inappropriate during a pandemic, that goal was changed in July to be a hearing-loss oriented goal, to provide presentations and/or screenings to Nutrition Program participants. The intent was that these services would be offered to in-person diners; however, since dining sites are not open, that goal was no longer viable either. No new goal has yet been determined.

Senior Farmers' Market Vouchers: Linda shared that Rock County received 554 sets of Senior Farmers' Market Vouchers this year; 481 sets were issued, with a total value of \$12,025. Most were mailed; however, a few people did choose to stop by the office to get them, especially as

the final issuance date of September 30 approached. All state reporting was completed; remaining vouchers have been shredded, per direction of the state.

Reports:

Best Events: Rodney Oksuita stated that all is going well; no major issues; however, there have been a few issues with food shortages, such as mandarin oranges, milk, and salmon. In order to effectively recruit new staff, Best Events increased starting wages by 39%.

Nutrition & Health Associates: Amy Karas stated that she has completed third quarter site visits, and has completed the fall/winter menu. There was a heart healthy class at Grinnell Hall, in Beloit, in September; she is slated to instruct a Stepping Up Your Nutrition class at Grinnell Hall on November 10, at 1pm. Contact Debbie Kraus at Grinnell Hall, if interested. Stepping Up Your Nutrition, focuses on malnutrition, hydration, and protein. Amy has also been busy writing nutrition education articles.

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

Home Delivered Meal Ride-Alongs: none.

Adjournment: A motion was made by Janice Turner, seconded by Pat Burhans, to adjourn the meeting. Motion carried. Meeting adjourned at 11:38 a.m.

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