



COUNCIL ON AGING NUTRITION ADVISORY BOARD MINUTES
Wednesday, November 17, 2021

Call to Order: The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:22 a.m. by Chuck Wilson; the meeting was held in-person, with the option of attending via Zoom Conference, in Board Room J1014, at the DWRC, 1717 Center Ave., Janesville, Wisconsin.

Approval of Agenda: A motion was made by Debbie Kraus, seconded by Sherril Gilbertson, 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, Jack Kooyman, Debbie Kraus, Vicky O'Donnell, Janice Turner, Chuck Wilson

Excused: Vicki Gobel, Sue McGinness

Staff Present: Jennifer Thompson, Lisa Messer, Linda Hardie, Tatiana March

Introduction of Visitors: Amy Karas, Nutrition & Health Associates

Approval of October 20, 2021 Nutrition Advisory Board Minutes: A motion was made by Jack Kooyman, seconded by Tom Brien, to approve the October 20, 2021, Nutrition Advisory Board minutes. Motion carried.

Citizen Participation, Communications and Announcements: None.

Staff Report:

Staffing: Linda Hardie stated that Amanda Schmitt, clerical worker who started work on October 4, has tendered her resignation, effective December 1. There is an ongoing posting for a pool nutrition site manager (site manager substitute). One person has been interviewed.

Volunteers: Since the last meeting, one additional volunteer, Carolyn Brandeen, has come on board as a Janesville home delivered meal driver; some on the board may recognize her name, as she is a former COA board member. She kept reading in the minutes that more volunteers were needed, so she volunteered.

Happenings: Annual fall site manager training was held October 21; in addition to other required items, all Nutrition Program staff received training on how to be dementia friendly. Teena Monk-Gerber provided that very profitable training. Linda Hardie and Tatiana March attended the virtual WAND (WI Assn of Nutrition Directors) conference on October 28. During the conference, Nutrition Program staff were notified that the registration forms which had

been provided were not valid and would have to be revised. Since that time, updated forms have been received. Last week, a local philanthropist donated \$500 to the Nutrition Program; this same individual had also made a large donation last year. Two dietetic interns from UW-Health have now completed their Nutrition Program internships. There was a spring/summer menu planning meeting yesterday with Nutrition Program staff and Amy Karas, from Nutrition and Health Associates. Rock County will be using new methods for creating, hosting, and viewing public meeting agendas and minutes. Ms. Hardie will be attending multiple training sessions to learn this new software. Chuck Wilson inquired if Best Events had raised their fees for Nutrition Program meals, due to increased food costs. The Nutrition Program is currently under contract with Best Events, so as yet, there have not been increased costs incurred by the program other than the annual increases specified in the contract.

New Business: No new business

Old Business:

Aging Goal Update: Since the original (and replacement) aging goals were not feasible this year, the 2021 aging goal has been replaced with the following: *In an effort to increase curbside pickup meal participation by 10% from the previous year, the Nutrition staff will increase awareness and use of the curbside pickup option.* To assess the success of this goal, it was necessary to have a true comparison (since curbside pickup meals started March 16, 2020, and there is no way to compare a partial month); so April-September, 2020, were compared to April-September, 2021. For the specified period in 2020, there were 7,220 curbside pickup meals; for the specified period in 2021, there were 7,865 curbside pickup meals, netting an increase of 645 meals, which is equivalent to a 9% increase. Since this is so close to the goal of 10%, GWAAR (Greater Wisconsin Agency on Aging Resources) felt this was very acceptable.

Reports:

Best Events: Rodney Oksuita was not present.

Nutrition & Health Associates: Amy Karas stated that she has had a busy month; she had been trained in Stepping Up Your Nutrition (SUYN), a class which focuses on malnutrition, hydration, and protein. She worked with GWAAR to update the training. Amy taught the aforementioned 2 ½ hour class at Grinnell Hall, in Beloit, on November 10. Attendees completed post-class evaluations in which they expressed satisfaction in the class and interest in future classes. There have a significant number of changes with new dining site visit forms. Amy is currently finishing up fourth quarter site visits and working on menu planning. Lisa Messer thanked Amy for her assistance in teaching the SUYN class. Lisa is hopeful to get more classes in place for next year. Class attendance provides opportunity to make referrals to other classes.

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

Home Delivered Meal Ride-Alongs: none.

Adjournment: A motion was made by Jack Kooyman, seconded by Karen Ferguson, to adjourn the meeting. Motion carried. Meeting adjourned at 10:50 a.m.

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