



ADRC - AGING UNIT NUTRITION ADVISORY BOARD MINUTES
Wednesday, August 17, 2022

Call to Order: The meeting of the ADRC Aging Unit Nutrition Advisory Board was called to order at 9:02 a.m. by Chuck Wilson; the meeting was held in-person, in the Board Room (J1041), at the DWRC, 1717 Center Ave., Janesville, Wisconsin, with the option of attending via Zoom Conference

Roll Call: Present: Pat Burhans, Janice Turner, Chuck Wilson, Debbie Kraus, Sue McGinniss and Karen Ferguson

Excused: Sherril Gilbertson and Rena DeWar

Absent: Pam Bostwick

Staff Present: Cori Marsh, Linda Hardie, Tatiana March, Shannon Colson, and Jennifer Thompson

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

Introduction of Visitors: Rock County Risk Manager Terri Carlson, County Board Supervisor Tricia Clasen, and Nutrition & Health Associates Dietitian Amy Karas.

Approval of May 18, 2022, Minutes: Karen Ferguson requested the May 18 minutes be changed to show Karen as being excused from the meeting. With that change made, a motion was made by Sue McGinnis seconded by Pat Burhans, to approve the May 18, 2022, minutes. Motion carried.

Citizen Participation, Communications and Announcements: Linda announced the passing of Paula Schutt on August 1, 2022. A celebration of life will take place on September 17, 2022, from 1pm-4pm at the Gathering Place in Milton.
Chuck emailed Lions Club members the Senior Farmers' Market Voucher flyer.

Staff Report:

Staffing: Cindy King was hired for the Nutrition Clerical position on May 31, and is coming along very nicely.

Volunteers: There are currently six routes in Janesville with a need to add a seventh. There is still a need for volunteers; any referrals would be appreciated. Volunteers do not need to commit to every day.

Happenings: Pam Bostwick made spring cards for the home delivered meals and she plans on making Christmas cards as well. Recipients enjoy receiving them.

Old Business:

Senior Farmers' Market Voucher Program: A huge thank you to everyone who assisted at voucher distribution sites. In 2019, 78% of the vouchers were issued at the distribution sites; this year, just 38% (213 of 554) were handed out at the seven distribution locations.

To get the remaining 341 distributed, ADRC Information & Assistance specialists were trained, office hours for pick up were extended, another press release went out, Cori Marsh established additional distributions at Scoville and Riverview Heights, and Elder Benefit Specialist Lachel Fowler has been taking the vouchers to her outreach locations. As of today, 66% (365) of the vouchers have been issued.

Future Meetings: The ADRC Advisory Committee will be meeting today. At that time a discussion will be had regarding when and how often they plan to meet.

Correction to Reported Numbers: At the May meeting, it was reported that the home delivered meals had increased by 1,146 from January to April. That was a data entry error, and the increase was actually 473 meals.

New Business: Dining sites will re-open September 1, 2022. A letter is being distributed to curbside pickup recipients through the end of August, informing them of this change. As of September 1, curbside pickup will no longer be an option. All sites will now be serving at 11:30 am. Volunteers are needed at the dining sites. Site managers will train volunteer, but no certifications are required.

Reports:

Best Events: No one present

Nutrition & Health Associates: Amy Karas reported that she has been working on the fall/winter menu cycle, along with David (executive chef at Best Events), Linda, and Tatiana. Amy has held a second Stepping up Your Nutrition Class with nine attendees. Attendee feedback indicated an interest in some other classes offered.

Dining Center /Curbside Pickup Meal Visits: Sue McGinniss had a curbside pickup meal in Janesville and reported that the site manager was very welcoming, and the food was excellent. Pat Burhans also had a curbside meal in Milton and spoke highly of the food.

Home Delivered Meal Ride-Along: Nothing to report

Adjournment: A motion was made by Sue McGinniss, seconded by Pat Burhans, to adjourn the meeting at 9:53 a.m. Motion carried.

Minutes not official until approved by the ADRC - Aging Unit Nutrition Advisory Board.