



Minutes - November 15, 2023

Call to Order: Meeting of the ADRC Nutrition Advisory Committee was called to order at 9:00 am by Sherril Gilbertson; the meeting was held in-person, with the option of attending via Teams, in the Board Room (J1041) at the DWRC, 1717 Center Ave., Janesville, Wisconsin.

Roll Call: Present: Pat Burhans, Sherril Gilbertson, Debbie Kraus, Janice Turner, Sue McGinniss, Tricia Clasen and Chuck Wilson
Excused: Karen Ferguson
Absent: Pam Bostwick
Staff: Shannon Colson and Linda Hardie,

Introduction of Visitors: Linda Diedrich and David Daniels from Kandu
Michaela Bach from Nutrition and Health Associates

Approve Agenda: A motion was made by Chuck Wilson and seconded by Janice Turner to approve the November 15, 2023 agenda. Motion carried.

Approval of Minutes:

September 20, 2023 Minutes: A motion was made by Debbie Kraus, seconded by Tricia Clasen to approve the September 20, 2023, minutes. Motion carried.

Citizen Participation, Communications and Announcements: Chuck Beloit New lions club celebrating 100 years this November.

Staff Report:

Volunteer Update: A new volunteer in Janesville has completed a few ride alongs. . In Milton, there has been an average of 45 miles a day for home-delivered meals. Linda is looking at adding a fourth route because of this. There is someone interested in volunteering in Milton. Janesville is still in need of volunteers.

Staff Update: Cheryl the Nutrition program assistant has resigned from her position. Her last day was Nov 3rd. The position is currently posted. Interviews will take place next week. A new pool site manager started Monday. A second one will be starting November 27.

Statistics: Linda went over the statics that were included in the agenda packet.

Happenings: On October 19, all site managers attended a regional training session. All sites were closed for the day and home-delivered meal recipients were offered frozen meals. Menu planning meetings were held with site managers, Kayla and David. There are five church coordinators in Evansville who coordinate with the drivers. One of the coordinators reached out to Linda to report the congregation was unable to continue due to aging. This coordinator then suggested another church could take it on. Within the last 3 weeks, two home-delivered meals recipients needed medical attention and were noticed by the driver.

Old Business:

Senior Farmers' Market Vouchers: Annual wrap up report. 554 out of 560 were disbursed. A huge thank you to all that volunteered.

Board Membership: Cori Marsh is handling the committee membership. There is a need for more committee members.

Bylaws: Cori Marsh is still in the process of updating the bylaws.

New Business:

Volunteer Recognition Luccheon: Volunteer recognition luncheon will be 2-4 Dec.4th at Beckman mill. The board is welcome and encouraged to attend. Sherill and Sue have volunteered to be greeters. Chuck Wilson will provide music.

Reports:

Kandu Catering & Rentals: Working with Linda on the holiday party

Nutrition & Health Associates: Final site visit are being wrapped up and a rough draft of menus.

Dining Center Visits: None

Home Delivered Meal Ride-Alongs: None

Next meeting date and time: January 17th at 9:00 am.

Adjournment: A motion was made by Debbie Kraus, seconded by Chuck Wilson to adjourn the meeting at 9:49 am. Motion passed.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.