



Minutes - March 20, 2024

Call to Order: Meeting of the ADRC Nutrition Advisory Committee was called to order at 9:20 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: Sherril Gilbertson, Debbie Kraus, Janice Turner, Karen Ferguson and Chuck Wilson

Excused: Sue McGinniss and Tricia Clasen

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

Introduction of Visitors: Michaela Bach from Nutrition and Health Associates; Chuck Schuster from Aramark

Approve Agenda: A motion was made by Chuck Wilson and seconded by Janice Turner to approve the March 20, 2024 agenda. Motion carried

Approval of Minutes:

Approval of January 17, 2024 Minutes: A motion was made by Debbie Kraus, seconded by Janice Turner to approve the January 17, 2024, minutes. Motion carried.

Citizen Participation, Communications and Announcements: None

Staff Report:

Staff Update: Polly, Nutrition Assistant, is getting up to speed in her new position. Cynthia, the Nutrition Program Clerical staff member has chosen to move on. Her last day was Thursday, March 14.

Statistics: Linda went over the statistics included in the packet.

Happenings: Last Wednesday a driver was stuck in an elevator for 40 minutes. Things have been very busy with the new caterer.

Old Business:

Board Membership: There are currently four open seats on the committee. Things will stay as is until we get clarification from Corporation Council. There has been a list of membership terms given by the County Administrator's Office. An openings notice for the ADRC Nutrition Advisory Committee is now posted on the Rock County Website.

Bylaws: The bylaws will need to be tabled until the next meeting. Jennifer Thompson asks the committee to read over the drafted bylaws and bring any concerns or changes they would like to discuss to the next meeting. Specific items are terms, how often to meet, and number of members.

Board Terms/Application Process: Earlier this week, a press release went out seeking persons interested in serving on the committee.

Provider: The Nutrition Program now has a contract with Aramark. They have been using the kitchen at the county jail to prepare meals for inmates and now, in addition, will also prepare and package meals for the nutrition program.

New Business:

Senior Farmers' Market Vouchers Information for 2024: Information for the 2024 Senior Farmers' Market Vouchers Program was recently received. Rock County will be receiving over 600 voucher packets. This is up from 560 received for 2023. Each packet will be \$45, up from \$35 last year. A proposed distribution schedule will be provided within the next couple of weeks. Linda asks committee members to contact her if they are interested in volunteering.

Reports:

Aramark: Chuck Schuster, Aramark District manager, is excited about the opportunity to work with Rock County. He stated they are always looking for feedback. Committee members reported there has already been positive feedback from two dining sites about the quality of meals being served.

Nutrition & Health Associates: Michaela has been working with Kate from Aramark on cleaning up the menu. She also reported that quarterly site visits will soon be complete.

Dining Center Visits: Sherril reported a good experience at Grinnell Hall for the St. Patrick's Day lunch.

Home Delivered Meal Ride-Alongs: None

Next meeting date and time: Numerous members and staff will be unable to attend the May 16 meeting. Linda will send out an email with a suggested date of May 22, 2024 to get feedback.

Adjournment: A motion to adjourn by Karen Ferguson, seconded by Janice Turner. Motion approved

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.