



Minutes - September 18, 2024

Call to Order: Meeting of the ADRC Nutrition Advisory Committee was called to order at 9:02 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, Janice Turner, Sue McGinniss, Chuck Wilson, and Christine Fugelseth
Staff: Shannon Colson, Linda Hardie and Cori Marsh

Introduction of Visitors: Pat Burhans, citizen, Aric Ingersoll from Aramark and Michaela Bach from Nutrition and Health Associates.

Approve Agenda: A motion was made by Janice Turner and seconded by Sue McGinniss to approve the September 18, 2024 agenda. Motion approved.

Approval of Minutes:

July 17, 2024 ADRC Nutrition Advisory Committee Minutes: A request to correct the minutes was made by Sue McGinniss to change Sue McGinniss as present and Karen Ferguson absent. A motion was made by Chuck Wilson, seconded by Janice Turner to approve the July 17, 2024, minutes with said changes. Motion approved.

Citizen Participation, Communications and Announcements: Chuck informed the committee that Beloit Meals on Wheels will have a new director starting October 1, 2024.

Staff Report:

Staff Update: The Milton site manager, Candie Feurstein, has retired. Ann Thompson, a pool nutrition site manager, will take Candie's position. Kris Tomaszewski has been hired as a new pool nutrition site manager, as has another pool nutrition site manager who had left, but has returned.

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

Happenings: The family member of a home-delivered meal recipient donated \$300. The Janesville Fire Department partnered with the Red Cross to help get smoke detectors installed in Janesville homes. The Nutrition Program assisted by notifying Janesville meal recipients of the opportunity to have smoke detectors provided and installed free of charge. Jennifer Thompson ran an ad for volunteer drivers in the Janesville Gazette. The ad ran eleven days; then, the final day, a sponsored article was printed in conjunction with the ad. This generated significant response. Seven new volunteers have completed training and 3 more will be trained soon.

Old Business:

Board Membership: Pat Burhans has submitted an application to sit on the committee and is currently waiting for approval.

Senior Farmers' Market Voucher Update: All of Rock County's allocated 637 packets of Senior Farmers' Market Vouchers have been issued. Linda thanked all who assisted.

Aging Plan: Cori Marsh went over a portion of the Aging plan which was specific to Nutrition.

New Business:

Suggested Contributions: Linda noted that the Nutrition Program is required to make nutrition counseling available to high risk clients or client who request it. Guidelines state that when nutrition counseling is offered, a suggested contribution amount should be mentioned to the client as a guide. Linda has asked the committee to set an amount. A motion was made by Sue McGinniss for a \$15 suggested contribution, seconded by Janice Turner. Motion approved.

Meal Cost Tool: This has been completed. The cost to the program is \$14.73 per home-delivered meal and \$18.23 per congregate meal.

Dining sites: Linda discussed that the Nutrition Program is outgrowing the Janesville dining site at Riverview Heights. Input is welcomed regarding the location for a different dining site in Janesville, eventually phasing out the Riverview site.

Reports:

Aramark: There is no update on kitchen construction. Likely move to the new kitchen will not be for at least two more weeks.

Nutrition and Health Associates: Michaela reported she is finishing up third quarter visits at the dining sites. It is going well, with two sites remaining to be done. She currently has seven referrals for nutrition counseling and is hoping to finish by the end of the month.

Dining Center Visits: none

Home Delivered Meal Ride-Alongs: none

Adjournment: A motion to adjourn at 9:58am was made by Sherril Gilbertson and seconded by Sue McGinniss.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.