



Minutes - March 19, 2025

Call to Order: 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, Pat Burhans, Debbie Krause, Janice Turner, Ann Thompson, Sue McGinniss
Excused: Chuck Wilson
Staff: Shannon Colson, Linda Hardie, and Cori Marsh

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

Approve Agenda: A motion was made by Sue McGinnis and seconded by Pat Burhans to approve the March 19, 2025, agenda. Motion approved

Approval of Minutes:

January 15, 2025, Minutes: A motion was made by Pat Burhans, seconded by Sue McGinniss to approve January 15, 2025, minutes. Motion approved.

Citizen Participation, Communications and Announcements: None

Staff Report:

Staff Updates: There are no updates on the Nutrition Program Assistant position. A Pool Site Manager position is still posted, and the Clinton site manager position has been posted today. Sue McGinniss received an email from Shannon Colson regarding the expiration of her term. Sue expressed a concern about the lack of notification when a committee member's term is expiring and when they have been approved to sit on the committee. Supervisor Christine Fugelseth agreed it seems to be a problem and will investigate the process.

Statistics: Linda went over the statistics.

Happenings: The St. Patrick's Day meal had a decent turnout with 260 meals ordered. Home delivered meals added eight new clients. The spring and summer menus have been finalized and will start in April. Linda will be attending the WAND conference April 30 and May 1; and the Summer Nutrition Directors Meeting on June 18.

Old Business:

Janesville Dining Site: Linda Harding has emailed Donna from UAW local 95 twice and has not yet received a response. Sue McGinniss will try to reach out to the President. No other suggestions for a Janesville dining site have been made.

Aging Plan: The goal of the Nutrition Program is to engage and connect with diners. The first quarter will focus on medication safety. This will include sharps drop off, medication take-back and a medication lock box for those interested. There will also be talks on medication safety. The hope is that these opportunities will bring additional people into the dining sites.

Tuesday talks will happen every month with a focus on all ADRC programs. February Tuesday Talks focused on Stepping Up Your Nutrition.

New Business:

Redemption of 2024 Senior Farmers' Market Vouchers: \$20,259 of vouchers issued in Rock County were redeemed (\$28,665 was the total value issued). That is a 71% redemption rate.

Senior Farmers' Market Vouchers 2025: Yesterday, Linda finished scheduling the voucher distributions. Volunteers will need to attend training at the end of May or beginning of June. In looking at the breakdown of distributions, 215 vouchers were issued after the final posted distribution. Linda would like to strongly encourage attending distributions instead. There is a thought to incentivize attending a distribution by delaying offering vouchers in the office until mid-August. The hope is that people will then make it a priority to attend a distribution. Sue suggested a volunteer come to the office on a set date and time to help with that. The committee agreed this was a good idea.

Reports:

Aramark: Nothing to report.

Nutrition and Health Associates:

Michaela completed all first quarter visits. Next month she will start the next round.

Dining Center Visits: None

Home Delivered Meal Ride-Along: None

Next meeting date and time: May 21, 2025

Adjournment: A motion to adjourn at 9:52am by Pat Burhans and seconded by Ann Thompson. Motion approved.

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.