



Minutes - November 19, 2025

Call to Order: Call to Order: Meeting of the ADRC Nutrition Advisory Committee was called to order at 9:00 am by Chuck Wilson; 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, Debbie Krause, Janice Turner, Jamie Austin and Chuck Wilson
Excused: Ann Thompson
Staff: Shannon Colson, Linda Hardie, and Cori Marsh

Introduction of Visitors: Aric Ingersoll from Aramark

Approve Agenda: A motion was made by Pat Burhans and seconded by Jamie Austin to approve the November 19, 2025, agenda. Motion approved

Approval of Minutes:

September 17, 2025 Minutes: A motion was made by Jamie Austin, seconded by Debbie Kraus to approve September 17, 2025, minutes. Motion approved.

Citizen Participation, Communications and Announcements: Cori Marsh presented to the Parkinsons group last month. Chuck passed a flyer for a Beloit Lyons club event "Dining in the Dark"

Staff Report:

Staff Updates: A pool nutrition site manager has given notice and will be leaving at the end of the month. Another pool site manager will be heading south for the winter.

Statistics: Linda went over the statistics. October's numbers had not been completed. Linda reports that Janesville will need to add another route.

Happenings: Darcy Toberman and Jennifer Thompson did presentations at the dining sites on the top ten reasons to visit the ADRC. Shelf-stable meals will be ordered next week. Michaela has left her position at Nutrition and Associates. The Gazette published a series of three articles, in effort to recruit more volunteers for the home delivered meal program. This has brought in eleven new volunteers. (Eight of these are working in pairs). The annual all-staff training day for the Nutrition Program was held November 4 in Menomonee Falls. Dining sites were closed that day and home delivered meal recipients were given the option to have frozen meals delivered in anticipation of the closure for that date.

Old Business:

Janesville Dining Site: A new volunteer has suggested their church. Linda Hardie is waiting to receive a response back.

Aging Plan: The focus has been on increasing educational opportunities and increasing attendance. Events in 2025 have included a drug take back, a cooking class, and a presentation on the top ten reasons to call the ADRC. These events were held at each of the dining sites.

Senior Farmers' Market Vouchers: Linda Hardie went over the statistics for the Senior Farmers' Market Voucher distributions. The committee discussed what went well and what may need to change.

Fall Festival: The ADRC fall festival was held on October 15. There were an estimated 50 people who attended. All ADRC programs were represented at the festival.

New Business:

Volunteer Recognition Luncheon: The volunteer recognition luncheon was held yesterday. The committee gave positive feedback on its success.

Reports:

Aramark: Aric agreed that the luncheon was a big success. There was a third-party inspection at the caterer on Tuesday, Nov. 18. They received a gold rating. The only violation was for a hard water stain in the dishwasher.

Nutrition & Health Associates: All fourth quarter inspections were completed before Michala left her position.

Dining Center Visits: None

Home Delivered Meal Ride Along: None

Next meeting date and time: January 21, 2025 at 9:00 am.

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

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.