



## Helping Others with comPassion and Empathy - H.O.P.E.

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### Nutrition Advisory Council (NAC) Minutes

Wednesday, August 24, 2022

12:30 p.m. in Person at Rockbridge Meal Site/Zoom Meeting

1. **Meeting called to order** at 12:36 p.m. by Vice President Janet Jasper. Council members present: Sue Roseberry, Advocate/Older Americans Act; Janet Jasper, German Town Site; Danielle Rudersdorf, Community/Home Delivered Meals Representative; Christine Storer, Volunteer Representative via phone; Staff present: Tanya Webster, Nutrition Program Coordinator. Others present: Georgette White, Rockbridge Meal Site Volunteer; Gail Valstad, Rockbridge Meal Site Volunteer.
2. **Motion to approve Agenda and Posting**: Motion to approve by Danielle Rudersdorf; Second by Sue Roseberry. All in favor. Motion carried.
3. **Approval of Minutes of December 1, 2021 Meeting**: Motion to approve by Chris Storer with corrections to the transfer of funds to be corrected by Tanya; Second by Sue Roseberry. All in favor. No Opposition. Motion carried.
4. **New Member Letter of Interest Review**: May 17<sup>th</sup> 2022 received a letter from Georgette White to represent Rockbridge. Gail Valstad as volunteer advocate to take Sue Roseberry's position. Virginia Weidenfield interested in representing Richland Center. Sue Roseberry moves to accept with Danielle Rudersdorf seconded. All in favor. Motion carried.
5. **Aging Plan 2022-2024 Update**: Explanation of Aging Plan was given for the new members. 2023 working on getting Transportation to the Meal Sites. 2022 Goal is to increase choice for congregate dining participants by working with a local restaurant to host. Task must be complete by December 2024. Strategy 1 meet with participants to discuss implementation of restaurant model. Completed Action step of creating a list of restaurants in the area. Working on action steps creating a survey of local participants in the area of need and make a list of restaurants of to focus on. Other Action being worked on is recruit new site manager or create a progressive schedule to utilize Richland Center Site manager to oversee restaurant location and closing that congregate meal site for the day the restaurant is schedule. Other model being looked at is the Voucher program to give out to participants and contract multiple restaurants. This model requires an application to be processed. Both models are requiring vendors to provide services and get paid 30 days after. Question raised to see if vendors could be reimbursed on a weekly basis. Tanya Webster to inquire on this option. Suggestion to reach out Turbo's as possible meal site location. Strategy 2 to be completed by Dec. 2022, to meet with partners in the Aging unit management and GWAR to establish a contract with restaurant. Due to being behind on action items this is unlikely to be completed this year. Tanya Webster to reach out to GWAR about this. Aging Plan to be sent to Nutrition Advisory Council via email by Tanya Webster. No Action required on this step.
6. **Program Status Update**: All 3 dining locations are now open. Rockbridge open Monday, Wednesday and Fridays. Richland Center opened to 5 days a week after a slow open. Grab and Go continues which is a carry out provided through Richland Center meal site with participants still steadily using this. Rise and Dine was offered over Summer with an average of 20 people. This is offered on Wednesdays only and ending in August. Many participate in this that do not participate in the lunch program. Participants requested this be offered longer after request put in this will be offered April through September next year. Participant donation amount same no matter cost of meal to county. Home delivered meals started back at just frozen but is now back



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and is going on Monday, Wednesday and Fridays. Complaints about the home delivered meals. Uptick in Richland Center, Germantown good, Rise and Dine good. Rockbridge numbers down. Tanya Webster talked with Pastor Dan about more volunteers from the church for the Rockbridge site.

7. **Election of Officers:** Sue Roseberry moves to keep Janet Jasper as acting President until November elections. Second by Chris Storer. Sue Roseberry moves to elect Danielle Rudersdorf as acting Vice President until elections in November. Second by Chris Storer. All in favor, motion carried.
8. **Satisfaction Survey Discussion:** Annual Satisfaction Survey review. County allowed to add 3 additional questions to this survey. Please bring back questions in November to be discussed.
9. **Expectations of Nutrition Advisory Council Review:** See Handouts. A review of the structure for the Nutrition Advisory Council per the Nutrition Program Operations Manual (Page 16) was made. County Board/HHS Board Supervisor (Danielle Rudersdorf), the remaining 6 members 1 member from each of the meal site, including 1 member who is a representative of home delivered meals, 1 who is a representative of the volunteers who deliver home delivered meals, and 1 half of the members shall consist of Nutrition program participants. Volunteer Drivers Representative-Christine Storer; Germantown Meal Site Representative-Janet Jasper; Rockbridge Meal Site Representative- Vacant will be filled by Georgette White; Older American Representative – Vacant (Sue Roseberry last Day Aug 24, 2022); Richland Center-Vacant will be filled by Virginia Weidenfeld; Community/Home Delivered Meal Recipients- Vacant. Overview of Council Responsibilities and By-laws were reviewed next per the Nutrition Program Operations Manual.
10. **Nutrition Program Policy Review:** See Handouts. Per Chapter 8 Section 8-2.7 Nutrition Council responsible for reviewing Nutrition Program Policy. Nutrition Program Eligibility Policy handed out for Council to review. Policy last reviewed 2006. Old and new client information sheets distributed to compare/review. Changes to be brought up and discussed at November meeting.
11. **Update on Senior Farmers' Market 2022:** Tanya reported that there were 129 sets of vouchers given out to those who qualify. That equates to each household who qualified receiving \$25.00 in vouchers to use at Farmers' Markets for WI grown produce for a total distribution of \$3,225.00 in vouchers all together. Tanya will share the statistics at a meeting once she receives the report from the State of WI.
12. **Last Meeting for Advocacy-Sue Roseberry Advocate for the Older American Act Programs:** A recommendation made by Janet Jasper to have the County Board to recognize Sue Roseberry for her service as Advocate for the Older American Act Programs. Chris Storer motioned to recognize and Danielle Rudersdorf second the motion. All in favor. Motion Carried.
13. **Volunteer Recruitment/Orientation:** Letters sent to local businesses for our "Adopt-a-Route" initiative. Responses include: (4) Passages, (17) Schreiber East and West, Hopes for State Farm Insurance; "Other Drivers" welcome Sue Rider, Bonnie Richardson, Returning, J.R. Nicholson, Lindsay Perna.
14. **Staff Updates:** Rose Ann Welsh has joined as Admin. Assistant to Tanya Webster 1 day a week.
15. **Member Input:** Richland Center-Vacant. Community/Home Delivered Meal Recipients- Vacant. Germantown-Janet Jasper Germantown is wonderful, attendance is between 20 and 25. Rockbridge-Georgette White reported that change has been hard for Rockbridge. Greenhouse/mini gardens to be added at this site. Lack of Volunteers. Card parties 5-20 on 1<sup>st</sup> & 3<sup>rd</sup> Wednesday. Volunteers Representative-Christine Storer – Misses Volunteer appreciation breakfast.



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16. **Next Meeting Date(s), Time and Location for November 2022:** November 16, 2022 at Germantown/St. Anthony's School, 32497 County Hwy V, Cazenovia, WI 53924, following the meal which will be served at 11:00a.m. Zoom option unavailable unless MiFi through MIS will work.
17. **Other Business:** Sue Roseberry suggests reading the Older Americans Act of 1965.
18. **Adjourn:** Motion to adjourn at 2:27 PM by Sue Roseberry, Second Danielle Rudersdorf. All in favor. Motion carried.

Respectfully submitted,

Tanya A. Van Risseghem-Webster, *Nutrition Program Coordinator*