

Waupaca County Nutrition Advisory Council
Thursday January 17, 2019
Waupaca County Courthouse, LL42
811 Harding Street · Waupaca, WI 54981

This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so that the citizenry may be aware of the time, place, and agenda of the meeting.

Chairperson Jan Lehrer called the meeting to order at 1:34pm and a quorum was established

Members Present:

Chairperson: Jan Lehrer

Clintonville Site Representative: Dave Steffens

Manawa Site Representative: Dr. Janet Reilly

Manawa Site Representative: DeAnn Miller

Marion Site Representative: Wayne Laux

Weyauwega Site Representative: Bette Kaminske

Members Absent:

Waupaca Site Representative: Carol Elvery

New London Site Representative: Vacant

Iola Site Representative: Vacant

Others Present: Melissa Anderson (Aging Programs Supervisor), Leah Klein (ADRU Manager), Shannon Kelly (Deputy Director)

- I. **Adoption of Agenda:** Melissa Anderson requested point V. of the agenda be changed from an *Action* item to *Update* as no action would be requested. *A motion to adopt the agenda with the change of point V. to an Update item was made by Wayne Laux and seconded by Dave Steffens. Motion carried.*
- II. **Adoption of the Minutes of the December 6, 2018 meeting:** Jan Lehrer noted a grammatical error in point III. and requested an "an" be added in the location. *A motion was made to accept the minutes of the December 6, 2018 meeting with the grammatical error corrected by Dave Steffens and seconded by Wayne Laux. Motion Carried.*

Public Comment:

JoAnn Schuelke: JoAnn noted the continued interest of Sacred Heart Catholic Church in Manawa, WI as a host site for Congregate Dining in Manawa. JoAnn noted that the Church would need adequate notice from the County if the Congregate program would be moving to the Church so they could make necessary accommodations. Also, JoAnn noted that the Church would like some assurance from the County as to the longevity of the Congregate Dining option in the Manawa Community before the make modifications and purchase a dish sanitizer.

III. **Nutrition Site Status Updates** **Update**

Manawa: Congregate participation unchanged. Volunteer food transport from Iola Living Assistance has continued which saves 1.5 hours of paid staff time. The Volunteer is being reimbursed for his mileage. In December 2018, there were 3 instances of food being provided to the Manawa Nutrition Site that were of unsafe serving temperatures. In 2 of the instances, caterer, Iola Living Assistance replaced the concerning food item. The 3rd instance, the concerning food item was discarded. Melissa noted ongoing work with Iola Living Assistance to ensure a successful partnership going forward.

Clintonville: Strong volunteering and consistent congregare dining participation continues to be successful. The previously reported split Senior Aide position (Clintonville & Marion Sites) through Curative Connections proved to be unsuccessful and the staff person found another employment opportunity.

New London: Melissa continues to provide full-time coverage at the New London Site since the previous Site Manager's retirement at the end of Dec. 2018. Melissa noted 2 recruitment efforts at the

end of 2018 with a 3rd effort with interviews scheduled Friday January 18, 2019. Melissa noted that in order to perform safe site operations, 3 individuals are required at the New London Site. Melissa noted that the 1 remaining Senior Aide at New London is seeking an alternate assignment and may be unavailable at any time, leaving Melissa to provide coverage independently. Continued recruitments for additional Senior Aides & Volunteers are thus far unsuccessful. Melissa noted the recent resignation of 5 volunteer home delivered meal drivers.

Waupaca: Melissa receives regular contact from Waupaca area program participants noting their dissatisfaction with the food being served from caterer Schueller's Great ExSPECHTations. Concerns include appeal & taste of food as well as inadequate portion sizes. Melissa continues to communicate needs of the program with the caterer. A steady increase in home delivered meal participants continues in the Waupaca area which has led to the Site Manager delivering routes regularly. Additional volunteers are needed at the Waupaca Site.

Weyauwega: Weyauwega/Fremont area participants are also voicing their concerns with food product being served by caterer, Schueller's Great ExSPECHTations. Melissa does adjust the catering invoice according to the percentages below when food product is short (percentages are adjusted per meal that food product is short):

30% entrée shortage, 20% vegetable & fruit shortage, 20% dessert & milk shortage

Iola: The contracted Site Manager position is vacant at this time. Iola Living Oaks Administrator and Food Services Director are providing coverage at this time. Melissa will train and support a new contracted Site Manager once hired. Melissa noted difficult communication with Iola site due to the dual roles the Administrator and Food Services Director have as well as Melissa providing coverage at the New London Nutrition Site full-time.

Marion: Melissa reported very consistent operations at the Marion Nutrition Site. The Marion Nutrition Site Manager has received support from a new Volunteer in the kitchen operations.

Other Updates:

- A nursing student through University of Wisconsin – Green Bay will be interning at Waupaca County Dept. of Health and Human Services with the Aging Programs and Public Health. The student, Heather, will be primarily assisting with the Nutrition Program, performing in-home reassessments for eligibility with home delivered meal participants which occurs annually for all participants.
- On December 26, 2018, the Nutrition Program received a \$1,000 mini-grant which was applied to the purchase of a new dish sanitizer. The sanitizer is being held by the distributor until further direction is provided on the future of the Site locations.
- Leah Klein provided a handout to the Council members regarding 2018 year end participation and meal numbers. The program has seen a net decrease since 2017 in overall participation county wide by -5.1% for Congregate Dining and -8.8% for Home Delivered Meal. Overall meal provision countywide has risen from 2017; +3.5% in Congregate meals served and +5.0% in Home Delivered Meals served. It was noted that the decrease in participation but increase in meals could possibly be due to the same individuals participating in the program for longer periods of time.
- Leah Klein provided brief explanation of the various responsibilities that both she and Melissa Anderson are charged with in their respective positions. Due to the increase in service provision for all Aging and Aging & Disability Resource Center (ADRC) programs, Leah and Melissa are unable to put the time into researching additional Nutrition Program options as vigorously as needed. ADRC Regional Director, Darlene Kramer, was in attendance at the meeting and requested permission to speak. Permission granted by Chairperson Lehrer. Darlene reported that the increase in service provision for Aging & ADRC programs is not unique to Waupaca County. Darlene noted that in Outagamie and Calumet Counties, which

she also provides support, experience the same challenges.

- Leah Klein provided a Decision Making model to the Council Members. This Decision Making model outlines Technical Problems and Adaptive Challenges and notes the differences in both. At this time, Council members and Committee on Aging members are asked to continue to consider Adaptive Challenges as Melissa and Leah manage the Technical Problems.
- Leah Klein updated the group on the requests of the Committee on Aging during their December 4, 2018 meeting. At this time, Manawa Steak House is not interested in providing catering service to the Manawa area noting the nutrient guidelines as the primary restriction. Also, The Daily Grind café is going through an ownership change. Leah Klein will follow-up in a month or so to approach the new owners about a potential partnership. Also presented to the Council were 2 Considerations for Manawa Nutrition Site Operations:

Consideration #1: No change to operations

Consideration #2: 3 days per week Congregate Dining operations and 5 days per week Home Delivered Meal operation.

With Consideration #2, it would provide a potential annual cost savings of approximately, \$10,386.74

IV. NAC Member Updates:

Update

Melissa noted continued vacancies in the New London Site Representative and Iola Site Representative Council member positions. Also, Melissa noted that it is desired to have more than one Representative per Site on the Council. Interested persons should contact Melissa for more information.

- V. Adjourn:** *A motion to adjourn the meeting was made by Dr. Janet Reilly and seconded by Wayne Laux.*
Motion carried.

Next Meeting: Thursday March 21, 2018 – Waupaca County Courthouse, LL42 – 1:30pm

Respectfully Submitted,
Leah Klein, Aging & Disability Resource Unit Manager