

## **Waupaca County Nutrition Advisory Council Meeting Minutes**

**Thursday, May 17, 2018**

**1:30 pm**

**Waupaca County Nutrition Site**

**Trinity Lutheran Church**

**206 E Badger St**

**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 citizenry may be aware of the time, place and agenda of the meeting.*

**After introducing herself, new county board member Jan Lehrer called the meeting to order at 1:39 pm. A Quorum was established.**

**Members Present:** Jan Lehrer, Dave Steffens, Carol Elvery, Betty Kaminske, Wayne Laux,

**Alternate Members Present:** Lily Bednarski- *Iola Nutrition Site Manager*, Kim Ebert- *New London Nutrition Site Manager* and Diane Basina- *Manawa Nutrition Site Manager*.

**Members Absent:** Janet Reilly and Barbara Quinn.

**Others Present:** Melissa Anderson, *Aging Services Supervisor*, Pat Huber, *ADRC Clerk*, and Beverly Laux.

**Adoption of Agenda:** A motion was made by Carol Elvery and seconded by Wayne Laux to adopt the agenda. **Motion carried.**

**Adoption of the Minutes of the Minutes of the March 15, 2018 meeting:** Carol Elvery noted a date error listed on the future meetings at the end of the minutes. This error was corrected to read, "Thursday, November 15, 2018." A motion was made by Wayne Laux and seconded by Dave Steffens to accept the corrected minutes. **Motion carried.**

**Public Comment:** None.

### **Nutrition Site Updates:**

- 1) Waupaca will be moving to a new room at their current location, Trinity Lutheran Church, which will allow participants to remain in the room regardless of Trinity's programming. Move is anticipated next week. Only drawback is there is no refrigerator in the new room.
- 2) Weyauwega has had an increase in Home Delivered Meals. Shani Appleby, Nutrition Site Manager is trying to split the routes, but is unable split the route five days a week due to lack of volunteer drivers. Weyauwega is in need of more volunteers.
- 3) Clintonville also needs Home Delivered Meal drivers. Many drivers are taking several additional shifts a week to cover the openings.
- 4) Iola's chef is returning soon after being on an extended medical leave; however Nutrition Site Manager Lily Bednarski has resigned due to returning to school. This leaves a vacancy in the program.
- 5) Marion congregate numbers are steady, but Home Delivered Meals are down.
- 6) Manawa food transportation is going well since Diane Basina, Site Manager, took it over, as are home deliver meal deliveries to Ogdensburg. Manawa is also in need of volunteers.

7) New London has seen increases in both congregate and Home Delivered Meals.

**Actual Meal Cost and Suggested Donation Amount Adjustment:** With the increasing costs incurred with this program, a recommendation will be presented to the **Committee on Aging** to increase the suggested donation amount. The current \$4.00 per meal suggested donation was based on the previous actual cost of the meal, which had been \$7.35. The actual cost of the meal has increased to \$7.86; therefore the proposal is to increase the suggested donation to \$4.25 per meal.

**Nutrition Advisory Committee By-Laws:** Leah Klein, *ADRU Manager*, Melissa Anderson, *Aging Programs Supervisor*, and Diane Meulemans, *Corporation Counsel*, have been meeting to revise and update our by-laws. Melissa will report back to the committee when they are completed and we will begin our reading and adoption process.

**Senior Nutrition Program Participation Data:** Melissa went over the graph handout showing the participation numbers broken down by site and congregate/home delivered meals. Our larger communities, Waupaca and New London are seeing increases in both programs. Most of the other communities are holding steady in participants, with the exception of Weyauwega and Manawa, which has seen a significant decrease in congregate numbers over the last two years.

**2018 Nutrition Advisory Council Dates and Locations:**

**Thursday, August 16, 2018, 1:30 pm** - Manawa Site E6325 County Road N, Manawa, WI

**Thursday, November 15, 2018, 1:30 pm** – Weyauwega Site 109 East Main St, Weyauwega, WI

**Adjournment:** A motion was made by Wayne Laux and seconded by Betty Kaminske to adjourn.  
**Motion Carried.**

Respectfully Submitted,

Pat Huber, ADRC Clerk