

Waupaca County Nutrition Advisory Council
Thursday May 23, 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 1:30 pm and a quorum was established.

Members Present:

Chairperson: Jan Lehrer

Waupaca Site Representative: Carol Elvery

Clintonville Site Representative: Dave Steffens

Manawa Site Representative: Dr. Janet Reilly

Marion Site Representative: Wayne Laux

Waupaca Alternate Site Representative: Joanne Samack

Weyauwega Site Representative: Bette Kaminske

Manawa Site Representative: DeAnn Miller

Community Members Present (Per Public Sign-in Sheet): Alice Winters, Mike Wausch, Judy Morris.

Others Present: Melissa Anderson (Aging Programs Supervisor), Leah Klein (ADRU Manager), Pat Huber (ADRC Clerk).

- I. **Adoption of the Agenda:** *A motion was made to adopt the agenda with the inclusion of a new agenda item "Old Business" by Carol Elvery and seconded by Janet Reilly. Motion carried.*
- II. **Adoption of the Minutes of March 21, 2019:** *A motion was made to approve the minutes of March 21, 2019 as written by DeAnn Miller and seconded by Wayne Laux. Motion Carried.*

Public Comment: Joanne Samack, Waupaca Nutrition Site Manager, read a letter from a home delivered meal participant who described experience with food quality with Schueller's Great exSPECTations. Alice Winters, Home Delivered Meals Participant reported to the council her experiences with the food she receives and reported decline in food quality, the lack of variety and meal packaging concerns. Judy Morris, volunteer and senior dining participant explained she no longer eats the food served at the site due to the high sodium content. Judy expressed concern for the processed food received and serving sizes are small not meeting the requirements of the program. Mike Wausch, senior dining participant, reported meals he receives at the site are high in sodium, given his current health condition he is not able to consume.

III. Nutrition Site Status Updates – Melissa Anderson, Aging Programs Supervisor

Iola: Beginning May 6, 2019 Schueller's Great exSPECTations began providing home delivered meals for the Iola site. Waupaca site manager and volunteers are packaging the Iola home delivered meals. Volunteer who is reimbursed mileage picks up the meals in Waupaca and delivers to Living Oaks in Iola where volunteers deliver directly to the participants. Waupaca County DHHS continues to contract with Living Oaks short term for senior dining services at \$8.00 a meal. Living Oaks have agreed to provide necessary documentation for state and federal recording along with the invoice of meals on a monthly basis. Donations are sent directly to Waupaca County DHHS donations are no longer accepted at the site. Additional meal transport equipment has been purchased to ensure food safety and to avoid a disruption of services.

Manawa: Beginning May 6, 2019 Weyauwega Nutrition site has packaged meals for the Manawa nutrition site both home delivered and senior dining meals. Monday May 20, 2019 Brogan Bartel started as site manager for the Manawa nutrition site. Wednesday May 22, 2019 started day one for Schueller's Great exSPECTations delivering bulk food to the Manawa nutrition site. Home delivered meals are packaged directly at the site for volunteer pickup and delivery. Senior dining is served as it had previously. Senior dining participation numbers are unchanged, with an increase in home delivered meal participants. Participants have expressed concern for the lack of desserts they receive with the new caterer. Leah Klein, ADRU Manager, updated the committee on discussions with local restaurants. Upon review, a conflict of interest was noted regarding the potential for Manawa Steakhouse to provide catering service due to the owner being a County Board Supervisor. Little Wolf Diner & Pizzeria is interested in working with the Further direction is needed from the DHHS Board to pursue catering services with any vendor.

Weyauwega: Site manager, Shani Appleby has reported complaints received from participants regarding the menu on bingo days. Participants have reported menu as printed is not appealing and requested updates to be made to include meat and potatoes on bingo days. Updates have been made to reflect the requested menu. Senior dining participation averages 2-5 participants/volunteers each day. A discussion regarding the possibility of opening the Weyauwega site to 5 days per week was held. At this time, that change is not being considered.

Waupaca: Site manager, Joanne Samack, was commended for all her hard work during the transition and changes to her site and duties. Waupaca nutrition site manager and staff have noticed an increase in food waste such as applesauce or canned vegetables. Melissa explained participants may receive second helpings of food for the purposes of eating at the dining center. Food that has been served to any participant is the sole responsibility of that participant including food safety if the participant takes uneaten food home. Participants are encouraged to bring their own take-home containers if they do not finish their entire meal.

New London: The site operations are critically stressed with lack of help in the kitchen due to losing the two Senior Aide workers, employed through Curative Connections. Site manager, Beth Wells, does have a regular volunteer on Wednesdays. Additional help is also provided by Leah Klein, Melissa Anderson, Pat Huber and NAC member Dave Steffens to fill in the days when there is no volunteer. Volunteer recruitment for the New London site is a priority. Melissa noted Tuesday May 28, 2019 senior dining will be closed at the New London Site due to lack of available help for the Site Manager on that day. The city of New London is offering a pizza party for those interested on May 28, 2019 for \$1 per person due to the closure of senior dining for the day. Both Leah and Melissa commented on the continued positive partnership with the City of New London. Senior participation has decreased while home delivered meal participation has increased.

Clintonville: Melissa reported that Clintonville has volunteer coverage in all areas due to a large group of volunteers. Increased participation in both senior dining and home delivered meals.

Marion: This site also is doing well, unchanged senior and home delivered meal participation. Mary Riske, Marion Site manager now has a volunteer in site.

Other Program Updates: Melissa explained the change to one menu used county wide for senior dining and home delivered meals beginning June 1, 2019. The biggest change participants will see is the decrease in desserts. In an effort to control meal costs those food items, which are not required by state and federal standards, will no longer be part of the meal on a daily basis. Desserts are not a requirement of the nutrition program. Letters will be sent to the participants along with the June menu to explain the reason for the decrease in frequency of desserts. Nutrition Advisory Council member Wayne Laux expressed concern over accommodating Schueller's increased meal costs when they have received complaints about their meal quality.

Board member Janet Reilly questioned why Steve & Mary's were receiving less per meal than Schueller's, considering their food is higher quality. It was also questioned as to whether Steve & Mary's could take over all the catering, to which Melissa replied they had approached them and were told they could only do it short-term, up to 60 days, due to lack of facilities. Melissa also reported ThedaCare Medical has expressed an interest in the nutrition program and reported their ability to provide meal transport. A discussion was held regarding the continued service provided by Schueller's. Many comments were made suggesting that Waupaca County search for a new caterer. Leah explained the County's process for terminating a nutrition catering contract and seeking a new vendor. *Motion made to recommend that the DHHS Board provide Schueller's Great exSPECHTations a 30-day contract termination notice and recommend that DHHS pursue a new vendor by Carol Elvery and seconded by Wayne Laux. Motion Carried.*

- IV. **UW-Green Bay Nursing Internship:** Melissa reported UW Green Bay nursing student intern, Heather Newton, had completed her internship on May 3, 2019. It was noted that Heather provided a valuable service by completing all of the home delivered meal participant reassessments for eligibility for the Manawa area and all but three participants for the Weyauwega area.
- V. **Eligibility and Assessment process – Home Delivered Meals:** Handout given “Home Delivered Meal Referral & Assessment Process,” which included an eligibility decision tree and home delivered meal assessment. Council members reviewed and there were no questions on the policy. It was noted that we have had some negative feedback due to some community members not qualifying as homebound. Council members discussed the language in the policy as clear. Council member Janet Reilly questioned whether our IT department could create an algorithm, using the current assessment form, to ensure objectivity when staff are assessing for eligibility. Leah indicated she would look into it.
- VI. **Policy Review:** A review of the Waupaca County Nutrition Program Policy #1 “Carry-Out Meals” and Policy #5 “Ensuring Participant Contribution Confidentiality” and discussion followed. Leah also reviewed Waupaca County DHHS “Resolution No. 4 (2019-2020), handout given. This resolution was the for the purpose of DHHS budget amendment to include additional \$36,000.00 spending from the DHHS fund balance to accommodate the Nutrition Program daily operations for the remainder of 2019. This resolution was passed by the DHHS Board, County Finance Committee and the County Board of Supervisors.
- VII. **Old Business:** This agenda item was added at the request of Council members to address old business of previous agendas. It was requested that a copy of new menus be attached to the NAC agendas prior to their distribution for Council review and comment.
- VIII. **Adjournment:** *A motion was made to adjourn the meeting by Janet Reilly and seconded by Bette Kaminske. Motion Carried.*

Respectfully Submitted,

Pat Huber, ADRC Clerk