



**COUNCIL ON AGING NUTRITION ADVISORY BOARD AGENDA**

**Wednesday, May 15, 2019**

**10:00 a.m.**

**3328 US Highway 51 North, Janesville, WI**

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Citizen Participation, Communications and Announcements
- F. Approval of April 17, 2019 Nutrition Advisory Board Minutes
- G. Staff Report
  - 1. HDM Feedback
  - 2. Happenings
- H. Old Business
  - 1. Senior Farmers' Market Nutrition Program Voucher Distribution
    - a. Training
    - b. Packet Assembly
    - c. Volunteers for Distribution Sites
- I. Reports
  - 1. Best Events
  - 2. Nutrition & Health Associates
  - 3. Dining Center Visits
  - 4. Home Delivered Meal Ride-Alongs
- J. Adjournment

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**COUNCIL ON AGING NUTRITION ADVISORY BOARD MINUTES**  
**Wednesday, April 17, 2019**

**Call to Order:** The meeting of the Council on Aging Nutrition Advisory Board was called to order at 10:05 a.m. by Chuck Wilson at the Council on Aging office, 3328 US Highway 51 North, Janesville, Wisconsin.

**Approval of Agenda:** A motion was made by Supervisor Norvain Pleasant, seconded by Mark Richardson, to approve the agenda. Motion carried.

**Roll Call:**

Present: Jean Boyle, Patricia Burhans, Sherril Gilbertson, Vicki Gobel, Vicky O'Donnell, Supervisor Norvain Pleasant, Mark Richardson, Cherie Scholz-Baker, Janet Smith, Pam Strom, Janice Turner and Chuck Wilson

Excused: Robert Borremans

Unexcused: Suzanne Rasmussen, Johnny Owens

Staff Present: Lachel Fowler, Linda Hardie

**Introduction of Visitors:** Arianna Coleman, Nutrition & Health Associates; Ellen Wiegand, Beloit Meals on Wheels

**Approval of March 20, 2019 Nutrition Advisory Board Minutes:** A motion was made by Janice Turner, seconded by Janet Smith, to approve the March 20, 2019, Nutrition Advisory Board minutes. Motion carried.

**Citizen Participation, Communications and Announcements:** Because of inadvertent omission at the prior meeting, Lachel Fowler shared that Nasco, of Fort Atkinson, had contacted Janesville's Hedberg Public Library to inquire about the family caregiver kit which is available at the library for patron loan. They are looking to assemble similar kits and add them to their retail offerings. The library then contacted Julie Seeman, family caregiver support specialist, since she was the one who had originally selected the items to be included in the kits which the library is using.

**Staff Report:**

Senior Farmers' Market Nutrition Program Vouchers (SFMNP): Linda Hardie stated that scheduling has begun for the annual voucher distribution. The *Food Resource Guide*, which is made available at distribution sites, is nearly ready to print. Volunteers will be needed for the distributions. In preparation, there will be a volunteer training. There is also a need for

volunteers to stuff envelopes for the distributions. Dates have not yet been set for the training or envelope stuffing. Janet Smith inquired if persons who cannot attend a distribution could still get vouchers. There is a proxy form which can be mailed to and completed by the voucher recipient; then given to an authorized representative to take to the distribution site, so the representative may collect the vouchers on behalf of the recipient.

Happenings: Ms. Hardie noted that during her recent absence for a week and a half, Mary Barrett did a fine job of keeping things going. Two more drivers were recruited as a result of last month's press release. Last week, when there was no response from a home delivered meal recipient, the driver called the office; an emergency contact was notified; subsequent investigation revealed that the client had experienced a fall and was lying on the floor. Another proof of the value of the daily safety check provided with home meal delivery.

### **Old Business:**

#### Cooking Class Proposal:

Linda Hardie inquired if anyone were aware of a potential instructor for the class. Janice Turner mentioned that she spoke with a widower who would be very qualified to teach the class, but his loss is still too fresh, and he declined. Due to the lack of an instructor, Pam Strom suggested that the cooking class proposal be tabled for now. It was recommended that instead, potential class attendees be directed to enroll in the Healthy Eating Class, which is sponsored by Council on Aging. It was also suggested that a question be added to the Healthy Eating post-class survey, inquiring about interest in a cooking class such as had been proposed.

### **Reports:**

Best Events: No one from Best Events was present.

Nutrition & Health Associates: Arianna Coleman stated that there were nine people enrolled in a Healthy Eating Class at Scoville Center, in Beloit. The next class is slated to start in Edgerton, in May; she hopes that a core group of Edgerton attendees will not only enroll, but will encourage others to do the same.

Dining Center Visits: Janice Turner ate at Creekside Place in Evansville on April 4. She indicated that the food looked appetizing, but the dining site is under-utilized. However, there is good attendance for bingo, immediately following the meal. She suggested that perhaps a coupon for a free meal could be given as a bingo prize to encourage participation in the congregate meal program.

Home Delivered Meal Ride-Alongs: There were no home delivered meal ride-alongs.

**Adjournment:** A motion was made by Jean Boyle, seconded by Patricia Burhans, to adjourn the meeting. Motion carried. Meeting adjourned at 10:30 a.m.

*Minutes not official until approved by the Council on Aging Nutrition Advisory Board.*