

**Council on Aging Nutrition Advisory Council Minutes
Wednesday, December 18, 2013**

Call to Order: Chair Marti Everts called the meeting to order at 10:04 a.m.

Approval of Agenda: Janet Kopp, seconded by Hjordis Olson, made a motion to approve the agenda. Motion carried.

Roll Call:

Present: Nancy Arnold, Marti Everts, Nancy Flood, Dawn Fossum, Janet Kopp, Sonja Heiser, Hjordis Olson, Daryl Porter, Mike Santucci, Peg Slaback, Diane Tester, Ronnie Thomas, Supervisor Terry Thomas

Excused: Char Lezvow

Unexcused: Terry Burrington

Staff Present: Joyce Lubben, Ranee Goodroad

Introduction of Visitors: Also present were Kim Whitford, Rodney Oksuita and Becky Suehring.

Citizen Participation, Communications, and Announcements: None

Approval of November 20, 2013 Minutes: Janet Kopp made a motion to approve the November 20, 2013 minutes as distributed, seconded by Ronnie Thomas. Motion carried.

Staff Report:

Volunteers for Home Delivered Meals: Ranee Goodroad stated there is a need for substitute meal delivery drivers in the Janesville area. The routes in Evansville are getting longer, so additional drivers are needed there, also.

Old Business:

Promoting the Nutrition Program: There was discussion on ways to promote the nutrition program. There is more of a need to promote the congregate program rather than the home delivered meal program.

Dining Center Evaluation Form: A decision was made on which evaluation form to use for dining center visits.

New Business:

Standardized Satisfaction Surveys – Dining Centers and Home Delivered Meals: Rane Good shared the form the State is requiring for annual program evaluations.

Reports:

Dining Center Visits: Reports of visits to dining centers were provided by Janet Kopp, Mike Santucci, Daryl Porter, and Peg Slaback.

Nutrition & Health Associates: Becky Suehring stated she met with Roger Eychaner from the Health Department and was updated on changes in the food code. She will be writing monthly articles for the Senior Review based on nutrition risk factors. She will be holding 2-3 Healthy Eating workshops in 2014.

Best Events: Kim Whitford will be working on the spring/summer menu. The first draft is to be completed by January 2014. Rodney Oksuita stated they keep working on maintaining a high quality product in spite of rising food costs.

Adjournment: A motion was made by Janet Kopp to adjourn, seconded by Ronnie Thomas. Motion carried. Meeting adjourned at 11:04 a.m.

Minutes not official until approved by the Nutrition Advisory Council.