

Council on Aging Nutrition Advisory Council Minutes
Wednesday, October 15, 2014

Call to Order: The meeting was called to order by Chair Marti Everts at 10:00 a.m.

Approval of Agenda: A motion was made by Daryl Porter, seconded by Supervisor Gustina to approve the agenda. Motion carried.

Roll Call:

Present: Nancy Arnold, Charlie Daniel, Marti Everts, Dawn Fossum, Supervisor Wayne Gustina, Sonja Heiser, Char Levzow, Daryl Porter, Mike Santucci, Peg Slaback, Pam Strom

Excused: Jo Ann Koltyk, Joe Scharenbroch

Staff Present: Joyce Lubben, Ranee Goodroad

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

Citizen Participation, Communications, and Announcements: Pam Strom and Sonja Heiser stated they thought the volunteer appreciation event was very nice.

Marcy Berner-Reedy informed the board that she is retiring and the November meeting will be the last one she attends. She will be accompanied by the new Director.

Approval of September 17, 2014 Minutes: A motion was made by Sonja Heiser, seconded by Peg Slaback to approve the minutes of the September 17, 2014 meeting. Motion carried.

Staff Report:

HDM Volunteer Recruitment: Ranee Goodroad stated there is a need for volunteers in the Janesville area. The number of meals provided is increasing and some volunteers are leaving due to moving south for the winter or health reasons.

Annual Participant Evaluation: Ranee Goodroad shared the state-wide standardized participant evaluation form that will be used this year.

Updated Dining Center Registration Forms: Ranee Goodroad distributed the updated dining center registration forms that must be completed each year.

Hiring of .4 Clerical Position: Joyce Lubben reported that the position was posted and there were 37 applicants. Those applications will be reviewed and interviewing will occur soon.

Report on Volunteer Appreciation Event: Ranee Goodroad thanked the board members who came to the event and participated. There were approximately 80 volunteers who attended. All said the event was well received and Best Events did a good job of decorating and providing food.

Reports:

Dining Center Visits: Dining Center reports were provided by Daryl Porter, Sonja Heiser and Peg Slaback. There was discussion on the number of times carrots were served.

Rebecca Suehring, Nutrition & Health Associates: Ms. Suehring stated that she would work on menu items that would "hide" some of the nutrient rich foods so that they don't appear on the menu so often. She has finished her third Healthy Eating workshop of the year. She believes they were very successful. Ms. Suehring will be completing the last of the four site visits, focusing on cooking for one or two.

Best Events: Rodney Oksuita spoke to the cost of providing a quality product.

Continued Business: Project Improvement Process: The purpose of this Quality Improvement Project is to increase the participation at the Evansville senior dining center by 200% by 1/1/15. A progress review of the various tasks/activities was made. The general categories are: identification of contacts for each of the three target groups (churches, senior housing, and medical settings), development of customized information packets to be distributed to each group, and making personal contacts with each to explain how the nutrition program may be of benefit to the people with whom they work. The tasks/activities related to the first target group, churches, are in the final stages of completion. Pam Strom and Ranee Goodroad will make a progress report regarding the second target group, senior housing, at the November meeting.

Adjournment: A motion was made by Dawn Fossum, seconded by Peg Slaback to adjourn the meeting. Motion carried. Meeting adjourned at 11:00 a.m.

Minutes not official until approved by the Nutrition Advisory Board.