

**Council on Aging Nutrition Advisory Board Minutes  
Wednesday, March 16, 2016**

**Call to Order:** The meeting was called to order by Chair Sonja Heiser at 10:12 am.

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

**Roll Call:**

Present: Nancy Arnold, Dawn Fossum, Sonja Heiser, Aaron Thomas, JoAnn Koltyk, Char Levezow, Supervisor Norvain Pleasant, Suzanne Rasmussen, Jenny Schmidt, Cherie Scholz-Baker, and Peg Slaback

Excused: Pam Strom, Jean Boyle

Unexcused: Chuck Wilson, Jim Farrell

Staff Present: Ranee Goodroad

**Introduction of Visitors:** Kim Whitford-Best Events, Maggie Sanna-Nutrition and Health Associates, and Susan Powers, Intern UW Whitewater

**Citizen Participation, Communications and Announcements:** None

**Approval of January 20, 2016 Minutes** A motion was made by Supervisor Norvain Pleasant, seconded by Peg Slaback, to approve the minutes of the January 20, 2016 meeting. Motion carried.

**Staff Report:**

2016 Participant Survey Update: The standardized participant survey forms for the dining center and home delivered meals were reviewed. Although the format for both surveys has been standardized for use in Wisconsin, each county may submit one to three additional questions for local inclusion. Additional questions were identified for each survey and will be submitted for inclusion in the surveys distributed by Rock County COA Nutrition Program.

Efforts to Increase Congregate Dining Center Participation: A list of suggestions compiled by the Advisory Board at the January 20, 2016 meeting was reviewed. Additional suggestions were blood pressure testing, punch cards, and a request for menu suggestions and recipes from diners.

Evansville Transition: Ranee Goodroad provided an update as to the Evansville Dining Center transition from five to two days per week which began in January. As to be expected, a few adjustments were needed. Overall, the transition period went well; and both the congregate and home delivered meal services are operating as planned.

## **Old Business:**

Expanded Distribution of February Menus – Impact Summary: At the January 2016 meeting additional copies of the February menu were made available to interested Advisory Members who indicated they would be willing to distribute them in their local communities. The intent was to increase dining center participation through a wider distribution of the menus.

Comparing the average daily attendance between January and February, there was an increase at each site. It was also discussed that there are several factors that could account for the increase.

Lunch and Learn Topics: The topic for the first of the Lunch and Learn series will be “Cooking for one or two.” Chelsea Roth, RD, Nutrition Health and Associates, will be the presenter. Presentations are scheduled for the dining centers in Clinton, Janesville, Milton, and Beloit.

The list of suggested topics for future Lunch and Learn sessions that was generated by the Advisory Board at the January meeting was distributed for review with a request that suggestions for presenters be included.

## **New Business:**

Topics of Interest for Future Advisory Board Meetings: The Advisory Board was asked to identify any topics that would be of interest for a presentation at future meetings. None were identified.

## **Reports:**

Best Events: Kim Whitford reported that the spring/summer menus have been completed and will begin April 1. The menus include more salads and fresh fruits than the fall/winter menus.

Nutrition & Health Associates: Maggie Sanna reported that the current cycle of sanitation visits has been completed. March is a National Nutrition Month and the theme is “Savor the Flavor.”

UW Whitewater Intern: Susan Powers reported she has been completing home visits for home delivered meal assessments and is also meeting with staff from other agencies throughout Rock County.

Dining Center Visits: Peg Slaback (Riverview) and Sonja Heiser (Creekside) provided reports on their visits.

**Adjournment:** A motion was made by Supervisor Norvain Pleasant, seconded by JoAnn Kolytk, to adjourn the meeting. Motion carried. Meeting adjourned at 11:22 am.

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