



Helping Others with comPassion and Empathy - H.O.P.E.

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**Nutrition Advisory Council (NAC) Minutes**

**Wednesday, November 16, 2022**

**Germantown Meal Site Following the Meal which begins at 11:00am**

1. **Meeting called to order at 12:18 p.m.** by Acting President Janet Jasper. Acting Vice President Danielle Rudersdorf, Community/Home Delivered Meals Representative. Council members present: Vacant, Advocate/Older Americans Act; Janet Jasper, German Town Site; Christine Storer, Volunteer Representative via phone; Georgette White, Rockbridge Meal Site Representative; Staff present: Tanya Webster, Nutrition Program Coordinator.
2. **Motion to approve Agenda and Posting:** Motion to approve by Christine Storer; Second by Virginia Wiedenfeld. All in favor. Motion carried.
3. **Approval of Minutes of August 24, 2022 Meeting:** Motion to approve by Christine Storer; Second by Danielle Rudersdorf. All in favor. No Opposition. Motion carried.
4. **Welcome New Members:** Georgette White to represent Rockbridge. Virginia Wiedenfeld interested in representing Richland Center.
5. **Election of Officers:** Virginia Wiedenfeld volunteers as Vice President nominee. All in favor, none opposed. Virginia Wiedenfeld nominated as Vice President. Christine Storer nominated as President. All in favor, none opposed. Christine Storer nominated as President.
6. **Aging Plan 2022-2024 Update:** Restaurant Model survey discussed. 41% return with interest in having meal at a restaurant 1 time a month. Richland Family Restaurant was first choice for a location if this model is used. Voucher Model discussed and explained. No meal site manager required for this model. Voucher to be used with contracted restaurants over a month.
7. **Nutrition Program Status Update:** Please review County Board Minutes to look over the approved tax levy amount given to our program.
8. **Approval of Annual Transfer of Funds C1 (Congregate) \$14,000 to C2 (Home Delivered):**  
Comment: More funds always allocated to Congregate than Home Delivered. If funds are not approved to be transferred they will be lost.  
Motioned by Georgette White Second by Christine Storer. All in favor, motion carried.
9. **Satisfaction Survey Decision of 3 Additional Questions:** Discussion of which questions should be added to the Annual Satisfaction Survey review. Four questions to be added to survey include: Would you prefer delivery drivers spend a few minutes with you during delivery? Which meal site do you attend most? Are there any other services you would like to have more information on? And lastly, If, you have an opinion you would like to share with us, how do you prefer to share this? Email, Phone, Suggestion box or Meal Site Rep? Motion to approve questions by Virginia Wiedenfeld and second by Danielle Rudersdorf. All approve. Motion carries.
10. **Nutrition Program Policy Review:** Danielle Rudersdorf found a typo on the very last sentence but thought everything looked great. Add in a mention for Carry Out into the policy. Correct Faculty to read Facility. Tanya to ask GWAAR on 3<sup>rd</sup> bullet point in regards to Richland Hills. Line in regards to 5-mile radius needs updated as no longer accurate as there are cases where it is acceptable to deliver. Tanya to find appropriate verbiage for update and will bring to next meeting. Remove lines stating medical need/prescription required. Remove paragraph about waiver program as it no longer exists. Virginia Wiedenfeld motions to postpone further review of the policy until next meeting. Georgette White seconds. All in favor. Motion carries. For next meeting, please review both Carry Out and Home Delivered Meals policies as well as corresponding assessments.



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11. **2023 Nutrition Education Plan:** Continue with monthly Eat Well, Age Well nutrition education. Tanya would like to be able to do more hands on activities depending on budget restrictions. Suggestion is for a quarterly visit to each meal site by program director to help dispel rumors as well as do the education piece. Prior to next Nutrition Advisory Council, Tanya to print County Board Minutes and to go out to sites to discuss Board plan to increase funding.
12. **Advocacy-Discussion-Recruitment:** Would the Nutrition Advisory Council feel the need to find another person to fill the Advocacy role or would like to create a home delivered representative position? Council would like to keep Advocacy role and place an Ad in the paper for this role. Chris Storer makes the motion in favor ad Georgette White seconds. All in favor and none opposed. Motion approved.
13. **Volunteer Recruitment/Orientation:** Pam Farrell only new person but waiting on BID. Passages is still waiting to have their orientation. Program still needs volunteers. Reach out to Steve Bauer, Jr at Rockwell. Virginia Wiedenfeld to talk with Ithaca Lions. Check with schools about whether the students would be able to volunteer. Rose Ann make sure to mention the mileage reimbursement when reaching out for recruitment.
14. **Staff Updates:** Janet Jasper has resigned with November 16<sup>th</sup> being her last day. Tanya Webster to move under the ADRC umbrella in next year or two.
15. **Member Input:** Richland Center-Virginia Wiedenfeld-No comments to share; Community/Home Delivered Meal Recipients-Danielle Rudersdorf – No comments to share; Germantown-Janet Jasper – Left at 1:36pm. No comments but will miss everyone; Rockbridge-Georgette White – Attendance steadily going up. Anniversary dinner/lunch went great! Large turn out and was very successful. Card parties bringing in lots of people; Volunteers Representative-Christine Storer – Red magnet for refrigerators to be available at meal sites or handed out with home delivered meals.
16. **Next Meeting Date(s), Time and Location for November 2022:** February 15<sup>th</sup>, 2023 in Richland Center at the Community Services Building, 221 W. Seminary St., Richland Center, WI., following the carry out meal to be provided at 12:00p.m., Conference Room TBD. Zoom option also available.
17. **Other Business:** Sue Roseberry suggested reading the Older Americans Act of 1965, Did anyone do this? No.
  - **Meal Rate Change:** Suggested donation for meal to go to \$4.50, to be on next agenda.
  - **Volunteer appreciation** meal/activity in April in combination with **Dementia Live Training.**
  - **Upcoming Changes:** Nutrition moving to ADRC
  - **Invite to Read County Board and HHS Board Meeting Minutes** – Send link
18. **Adjourn:** Motion to adjourn at **2:37 PM** by Virginia Wiedenfeld, Second Christine Storer. All in favor. Motion carried.

Respectfully submitted,

Tanya A. Van Risseghem-Webster, *Nutrition Program Coordinator*