

**VILAS COUNTY COMMISSION ON AGING
NUTRITION ADVISORY COUNCIL**

OCTOBER 15, 2010

Chairperson Platner called to order the Nutrition Advisory Council meeting of the Commission on Aging at 9:00 a.m., on October 15, 2010, at Vilas County Courthouse, Conference Room 1, in Eagle River, Wisconsin.

Present: The following persons were present: Shirley Haws, Ray Johnson, Mary Platner and Betty Hansen. Staff present were Director Joe Fortmann and Nutrition Coordinator, Susan Richmond. Excused were Donna Rollmann and Sharon Big John. Also present was Don Anderson, President of S.E.R.V.E. Inc.

Approve Agenda: Richmond requested that immediately following the approval of the Minutes that we insert permanently the Coordinator's Report. Hansen moved and Haws seconded the motion to approve the Agenda as mailed and the addition of Coordinator's Report, which order may be changed at the discretion of the Chair. Carried.

Approve Minutes: Hansen moved and Johnson seconded the motion to approve the Minutes of the Nutrition Advisory Council held on April 16, 2010. Carried.

Coordinator's Report:

- Historical Evolution of Older Americans Act distributed for review.
- Summary of Elder Study completed by Amy Ramsey as part of a project she had to do to complete her Master's Degree was distributed for review. Fortmann pointed out that on page 3 was the basis for our Food, Fellowship and Fun. Platner asked to have this on Agenda for next meeting so they would have time to digest.
- Richmond reported that she will be dressing as a Turkey to do a Food Drive at each of the sites in November. She will send out the poster to each of the members so they will plan to attend. If participants bring in three non perishable food items, they will receive their lunch free of donation.
- Discussion of Diner Punch Cards. Richmond explained that due to our donations decreasing significantly, we will be collecting the remaining Diner Punch Cards from each site and then redistribute them sometime in 2011. Each site will be allowed to give away one card if they hold bingo or trivia during the month as a prize.
- USDA funding has been reduced for 2010.
- Wisconsin Association of Nutrition Directors will hold their training on November 18 and 19, 2010, in Stevens Point. The first day of training will be opened to all cooks and caterers to attend. Vilas has 3 of their caterers that will attend along with Penny LaFata, site manager from Kalmar Senior Center. The second day of training is just for the Nutrition Directors. Richmond will attend both days.
- Annual Site Manager's Training was held on September 22, 2010, in Rhinelander. All site managers agreed that it was a very worthwhile training. Some ideas that came out of this training:
 - Holding an ongoing Bingo, where every day call out a number and participants would keep bringing in their cards and when they received Bingo, they would get a free lunch.
 - Holding more Trivia

- Richmond will be receiving a Magazine with more ideas
- Discussion was held on the Emergency Meal buckets. Fortmann explained the buckets were distributed with the Stimulus money received one time.
- Hansen requested that we see if Phelps could have more variety in their menus. Richmond will see if she can talk to the kitchen.
- Richmond stated that all re-assessments have been completed on the home delivered meal participants and there was only one that we removed from the list. Each participant was given a Check for Safety booklet and a nightlight.

Agenda Item#5 Discussion and approval of Senior Dining Site Review (2):

- ✓ Richmond distributed the Review that was completed on the Kalmar Senior Center.
- ✓ Haws stated that the regular site manager was not there that day, so Haws filled the survey out from knowledge of going other days.
- ✓ Rollmann had to go out of town and was not able to complete her Survey, but will have it completed by the next meeting.

Agenda Item #6 New Meal Site Vendor Contract:

- Nutrition Task Force Minutes were distributed.
- Fortmann explained the Aspirus Lillian Kerr situation and that we agreed to extend the current contract and price through December, 2011. This will give us some time to find another vendor.
- Platner did some calculation and the average price increase per plate was \$1.22.

Agenda Item #7 Discussion on Service Dogs:

- Platner stated that the same information came under the Public Health Department due to the Animal Control Officer.
- Fortmann discussed the reasons why we looked this definition up and Richmond gave some examples of situations that have occurred.

Agenda Item #8 Updates on Code Red:

- ✓ All home delivered meal participants are now entered in Code Red for weather and emergency situations.
- ✓ Richmond stated that she and Fortmann have access to making Emergency Message Calls for severe weather resulting in site closings. Richmond will be entering participants on this list.
- ✓ Fortmann stated we are working on “mapping” directions for people who are not able to get out of their homes.

Agenda Item #9 Discussion on Welcome Packet:

- Richmond distributed the Red Welcome Folders and discussion was held on the paperwork.
- Haws asked if everyone would get one of these initially. Richmond explained that yes, everyone will receive one on the get go, but then it will be given out to the new clients.
- Platner suggested this would be a good idea to give out to the children of the potential clients to get them interested in joining the nutrition sites.

Agenda Item #10 Specialized Diets from Hospital:

- ❖ Richmond stated that the Meals on Wheels program which was a special diet from the hospital will be discontinued as of October 29, 2010.
- ❖ We have worked with the hospital and Social Services to put the clients on our regular home delivered meal program.
- ❖ Discussion was held on how easily the doctors put people on a restricted diet when sometimes just some simple education on how to eat would have helped.

Agenda Item #11 Updates from Site Representatives:

-Discussion was held on why we do not have representation from the Lac du Flambeau area. Fortmann stated he would address the Tribe to get someone here.

-Fortmann explained our policy on having political candidates appear at the nutrition sites. We would have to have ALL candidates appear. Fortmann stated that he would prefer to avoid this situation at the sites. Candidates can come in for lunch but no presentations can be made.

-The Nutrition Program is in operation during the hours the site manager is on the premises on the clock.

-Don Anderson gave the history of Kalmar Senior Center. Platner suggested that he contact the newspaper to have them do a story on Kalmar.

-Hansen talked about the vote for Aspirus Lillian Kerr and what will happen to the building.

Next Meeting Date will be December 2, 2010 at 9:00 a.m.

There was a motion to adjourn at 10:30 a.m. by Haws with a second by Hansen. Carried.

Minutes reflect the recorders notations and are subject to approval by the appropriate board or committee.

Submitted by:

Approved by:

Susan Richmond
Nutrition Coordinator

Joe Fortmann
Director