



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

August 9, 2013

Chairperson Teichmiller called the Nutrition Advisory Council meeting of the Commission on Aging to order at 9:05 a.m. on August 9, 2013 at the Vilas County Commission on Aging office.

Present: The following were present: Erv Teichmiller, Dianne Briggs, Kathy Burg, Ken Mitchell, Kathy Roggeman, Audrey Stearns and Sharon Bigjohn. Guest, Theresa Batiste. Staff present: Director Susan Richmond and Mary Kapke. Excused: Champ and Donna Ruffner, Donna Rollmann.

Approve Agenda: Briggs moved and Stearns seconded the motion to approve the Agenda as mailed, to be discussed in any order at the discretion of the Chair. **Carried.**

Approve Minutes: Stearns moved and Mitchell seconded the motion to approve the minutes from the June 11, 2013 Nutrition Advisory Meeting. **Carried.**

Sharon Bigjohn introduced Theresa Batiste, the new Nutrition Site Manager in Lac du Flambeau.

Bigjohn has been promoted to the Aging Services Director in Lac du Flambeau. Bigjohn is n/k/a Sharon Thompson.

Agenda # 5: Nutrition Director's Report

- Richmond distributed a letter from Congress to the Committee on Appropriations regarding the impact of sequestration and asking to stop sequestration. Four of Wisconsin's representatives signed on to this letter.
- Sara Saye, new State Dietician, was at our office yesterday for most of the day brainstorming ideas regarding budget cuts. Richmond and Saye went to Boulder Junction Nutrition Site to eat and then stopped in at More Than a Meal Café. Boulder Junction is one of the restaurant sites and Richmond wanted Saye to see how that works and More Than a Meal Café is our only catered site and the site that has the most home delivered meals. Saye was impressed with our operations in the Northwoods.
- CPR/AED Training has been scheduled for all staff and site managers on September 19, 2013. Right after the CPR Training, we will have a Site Manager Meeting so that I may update them on the budget cuts that are coming in 2014.
- Richmond is on the training committee for the Annual Regional Site Manager Training that will take place in Rhinelander this year on November 15, 2013. All sites will be closed for this training as it is mandatory for site managers and their substitutes. The Site Managers are required to have 6 hours of training each year and this training accounts for 3 ½ of those hours.
- In the packet is the Brainstorming Session report from GWAAR's Directors Meeting. If after reading this list, any of the members come up with more ideas, please share them with Richmond.
- Also in the packet is an Allocation Formula Sheet which explains what percentages are used to determine the amount of funding we receive for the various Title III programs.

Agenda Item#6: Discussion and Recommendations for Update Budget Cuts 2014

- Richmond started by reviewing the budget cuts that we were going to have in 2013. She explained that at the Directors meeting last week, Gordon Bond, Fiscal Agent, informed the group that DHS was going to cover the cuts for 2013. This is a one-time addition of funds and would not happen in 2014.
- Richmond distributed two excel spreadsheets. The first one showing what the cuts would have been in 2013 and also what DHS recovered and what our final numbers would be for 2013. The second spreadsheet is for 2014. Richmond explained that the numbers in red would need to be deducted from the numbers in black to get our “worst case scenario” numbers for 2014. The State will not have definite numbers for 2014 until sometime in February.
- Teichmiller discussed GWAAR’s role in fighting for this additional money. They have key people on key teams that advocate for seniors.
- Richmond stated that since we have been operating very conservatively this year as we were not sure about the cuts, she is now concerned that she will have to turn federal funds back if not spent. Suggestions made by Saye to spend down the money included:
 - +Purchasing equipment that needs replacing now instead of waiting to use 2014 funds.
 - +Establishing a “Trust Fund” with unspent federal funds to be used in 2014. Saye will get more information on the rules surrounding this trust fund.
 - + Gas cards were suggested for the volunteers for the first 2-3 months of 2014 and then they would not turn in mileage slips starting out in 2014.
 - +Purchasing new home delivered meal bags in 2013, Richmond suggested to site managers that they order their supplies at the end of the year for 6 months or more to save us from ordering in 2014.
 - +Purchasing supplies at the end of 2013 so we are stocked up to get through 6+ months of 2014.
- Discussion of PSA meetings by Richmond regarding closing meal sites if low attendance. Teichmiller states loyalty crucial and sites should not be closed, if at all possible.
- Richmond and Saye had brainstormed some ideas for raising funds due to cuts in 2014 as follows:
 - Putting up Donation Jars at restaurants, nutrition sites. It would then go into our Program Income which is carried over. Discussion held. Committee felt this was too bothersome as you have to have someone accountable so no one would steal the money and you would get much from that.
 - A flyer could be made up that would go to the churches, banks, other businesses explaining the cuts and asking if they could donate. Teichmiller stated that the banks do contribute to programs, we should appeal to churches, or suppliers like Cisco, etc and ask them to contribute.
 - Suggestion of having a particular business donate a percentage of the days profits to the program.
 - Being put on Trig’s “Show you Care Receipt Program”. Richmond will look into that as she believes that it is only for churches and schools.
 - Richmond plans to join the Meals on Wheels Association, who is a huge advocate for the nutrition program and has many ideas on savings costs and fundraising.
 - Teichmiller stated that he feels that while these are good ideas that we need to go to the County Board and ask them for the \$22,000.00 that will be cut. He strongly feels that we need to take care of our seniors and taxpayers. Many seniors have to choose between getting their medications or eating and that just should not happen in our society.

The Committee made the following recommendation to go to the full Commission on Aging Committee:

- ✓ Ask the County Board to contribute tax levy monies in the amount of \$22,000.00 to cover the budget cuts in 2014, by adding this amount to the COA 2014 Budget.
- ✓ Richmond to look into setting up a Trust Account with any leftover Federal funds from 2013 to be used for equipment costs in 2014.
- ✓ Richmond to look into one fundraiser for 2014
- ✓ Richmond to look into getting Elderly Nutrition Program onto the Trigs Caring Board

Richmond mentioned WAND training in October which will address focusing on how to deal with cuts affecting entire state and she will bring back more ideas after this training.

Teichmiller felt the Vilas Co. Board must discuss the value of programs and reminded members that other counties have an actual Nutrition Director position, while Richmond does this also in Vilas Co.

Teichmiller voiced concern about how the federal funding will affect the 11 tribal communities in the state.

Briggs stated core values must be looked at.

Agenda Item #7: Updates from Site Representatives

- Phelps: Things going well. Attendance numbers increasing. Upcoming cookout planned with music.
- Fibbers, St. Germain: Going well according to Briggs.
- Land O' Lakes, Gateway Lodge: Mitchell reports that summer residents have returned. Occasionally family members come with attendees. He states praises go out to the cook who wants to please; going very well.
- Mitchell questions whether consideration is given to favorite foods of attendees. Richmond explained that all menus go through a dietician to make sure it is meeting the required elements of the program. But the Site Managers should be keeping track of favorites and letting the vendors know what the people like. Teichmiller feels input from attendees critical.
- Richmond states that WAND is preparing a standard survey to meal site attendees about meals across the state.

Agenda Item #8: Future Meeting Date

- October 24, 2013 at 9:00 at the Commission on Aging Office

Agenda Item #9: Adjournment

- Motion made to adjourn by Briggs; seconded by Mitchell; motion carried.

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

Submitted by:

Approved by:

Mary Kapke
Recorder

Susan Richmond
Director