



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

**June 28, 2012**

Chairperson Teichmiller called the Nutrition Advisory Council meeting to order at 11:03 a.m., on June 28, 2012, at the Vilas County Commission on Aging office.

**Present:** The following persons were present: Betty Hansen, Donna Rollmann, Donna Ruffner, Sharon Big John and Niki Proven. Staff present were Supervisor Susan Richmond and Mary Kapke. Excused were Champ Ruffner and Robert Wuytack. Guest: Mary Peterson, ADRC Specialist, Lac du Flambeau.

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

**Approve Minutes:** Hansen moved and Rollmann seconded the motion to approve the Minutes of the Nutrition Advisory Council held on February 23, 2012. Carried.

**Nutrition Supervisor's Report:**

- Richmond informed the group that Governor Walker proclaimed July, 2012 as Elderly Nutrition month. Proclamations are posted at Vilas Co. nutrition sites as well as the sites' 40<sup>th</sup> Anniversary Elderly Nutrition Program Commemorative booklet developed by WAND in May 2012. Richmond shared message from Assist. Secretary for Aging, Kathy Greenlee.
- Richmond expressed gratitude to the American Legion for the new nutrition site location. Slowly increasing number of participants. Confusion with the SERVE Lunch Program as people still think it is a COA program. SERVE is charging \$5.00/meal whereas our program is a suggested donation of \$4.00. Richmond explained that there will be public education opportunities at the site. On July 31, 2012 the Alzheimer's Association will present a program. Richmond is working with Terri Miller from the UW Extension to offer a "Cooking for One" class. Richmond is going to the nutrition sites and handing out books about nutrition "My Plate" for dining participants.
- Proven raised discussion about lack of advertising in community newspapers and shared philosophy of American Legion and its collaborative work with the VFW. Ken Anderson will do article in the Senior Focus about the More Than A Meal Café. Richmond explained history of nutrition program.
- Richmond informed group that WAND meeting in May was productive and raised concerns of funding relevant to all counties, Vilas not alone.
- Richmond stated that there is no longer a Home Delivered Meals wait list, with service to approximately 12 more individuals, most of them in Eagle River area.
- Teichmiller raised discussion regarding SERVE and van transportation. Federal dollars used to buy vans/buses for transport, dollars budgeted for drivers, costs and maintenance. A van is leased to SERVE who is now cutting back driver hours (11:00 a.m.-1:00 p.m.) which decreases access to More Than A Meal Café and

senior activities. SERVE was told this was not acceptable. SERVE may use bus for senior activities at present. Transportation and Nutrition are separate contracts. This is based on a contract and SERVE will be held to the contract. The bus can be pulled if lack of cooperation.

- Richmond will do radio ad next week.
- COA board will meet on July 13, 2012 at which time there will be a more complete report.

**Agenda Item#6 Discussion of Adding Days to the Nutrition Program:**

- ✓ Richmond explained that we can add another day to each of the six sites based on cost figures that she and Jason Hilgers, new Financial Manager for the County, worked on. (approx. \$5,000 more per month) These additions will not be in effect until August 1, 2012 based on funding and the State of WI, for total of \$25,000 @ years end) Richmond verified the availability of vendors, managers, and drivers. Richmond explained we will be going out for bid again in fall.
- ✓ All sites adding one day which includes home delivered meals. Fibbers will add Saturday, American Legion will add Thursdays, which allows meal delivery to DayBreak Adult Day Center, Boulder Junction will add Wednesdays. Lac du Flambeau will add Thursdays. Richmond reminded everyone that the COA only pays for the non-Native Americans in Flambeau, Gateway Lodge will add Thursdays, Phelps will add Wednesdays. We have a contract with the Nursing Home until 2013. Richmond will amend contracts to December 31, 2012. Richmond and Hansen will start looking for a new vendor in January.
- ✓ There was a motion to add another day to each of the six meal site locations by Hansen and seconded by Rollmann, Carried
- ✓ Richmond stated Mike V. of American Legion may increase rent but rethinking due to SERVE issues. Anonymous donor willing to pay approximately \$50 monthly toward additional rent on behalf of COA.

**Agenda Item #7 Assignment of Site Surveys:**

Richmond gave a review of the survey process done last year. Asked group to survey a site other than their own this year. No survey visit needed at Lac du Flambeau. We will reimburse mileage traveled to do the Survey for the Advisory Council members. Mileage reimbursement sheets distributed. Site survey results to be completed by December 1, 2012.

Surveyors:

Rollmann-Eagle River/Hansen-Land O' Lakes/Proven-Phelps/Ruffner-St. Germain  
Teichmiller-Boulder Junction

**Agenda Item #8 Updates from Site Representatives:**

Phelps:Hansen reported that the menu has picked up. Due to illness and death, approximately 8 participants are not attending. Senior Club hoping for new site once nursing home relocates.

Eagle River:Proven reported no issues

Lac du Flambeau: Big John reported that the cook of 26 years left. They now have a new menu and everyone is happy. Richmond will email congregate site survey to Big John. Lac du Flambeau has new Nutrition Advisory Board. Richmond noted that COA reimburses site for non Native American participants.

Boulder Junction: Ruffner reports no problems. There is a new meal delivery person on board.

**Agenda Item #9 Future Meeting Dates:**

Richmond stated meeting is scheduled based on need. She will e-mail dates.

Adjournment at 12:15 a.m. Moved to adjourn by Hansen, seconded by Rollmann.  
Carried.

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

Submitted by:

Approved by:

Mary Kapke  
Chore/Alzheimer's Coordinator

Susan Richmond  
Interim Supervisor