

**Jefferson County Nutrition Project Council**  
**Minutes of Meeting**  
**4/24/2018**

**Call to Order**

The meeting was called to order at 2:04 p.m.

**Roll Call**

Present: Janet Gerbig, Watertown; Carol Ellingson, Jefferson; Carol O'Neil, Johnson Creek; Barb Natrop, Palmyra; Carol Battenberg, Lake Mills.

Also Present: Sharon Olson, staff; and Senior Dining Program Managers: Joy Clark, Cheryl Langlois, Jennifer Meyer, Julie Schultz, Bev Grenawalt and Patti Hills. Nancy Boos and Barb Schmitt present.

**Certification of Compliance with Open Meetings Law**

Olson certified compliance.

**Review of the Agenda**

The agenda was reviewed since Leigh was not able to attend the 2018 goals and Wand Spring Conference update will be presented at the next meeting.

**Communications**

None.

**Public Comment**

None.

**Nutrition site Assessments**

Olson shared that they will be the same as last year, the nutrition program council members will work with site manager to complete the assessment and Leigh will do a follow-up assessment at each site.

**Participant Satisfaction Survey**

The Satisfaction survey will be changed to being completed in June instead of November. Three addition questions can be added to the survey. If people had input on the survey questions, they will need to contact Leigh as Sharon did not have a copy of the survey questions.

**Catering Contract BID for 2019-2020**

The council had a discussion on catering bids. If anyone had a suggestion on who may be interested in bidding for the contract they can have them contact Leigh or I to get the bidding packet.

**Roundtable Discussions**

Concerns were shared on some of the food that has been delivered. One day a site ended up with burnt food but the other sites did not. There was a couple days that there was not enough food, so staff had to run to the store. Most of the sites have not had concerns; there may have been a day that there was not enough gravy. A suggestion for better packaging especially for the milk. Hot packs are not holding up.

**Adjourn**

The meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Sharon Olson, ADRC Division Manager