

Jefferson County Nutrition Project Council
Minutes of Meeting
7/31/2018

Council members: Audrey Postel Carol Ellingson
 Carol O'Neil Barbara Natrop
 Carol Battenberg Janet Gerbig

- 1. Call to Order.** Leigh Fritter called the meeting to order at 2:00 p.m.
- 2. Roll Call.** Nutrition Project Council members present were Janet Gerbig, Watertown; Carol Ellingson, Jefferson; Audrey Postel, Fort Atkinson; Carol O'Neil, Johnson Creek; Carol Battenberg, Lake Mills. Nutrition Program staff Present: Leigh Fritter, Nutrition Program Supervisor; Home Delivered Meal Assessor Sharon Endl; and Senior Dining Program Managers: Joy Clark, Cheryl Langlois, Julie Schultz, and Bev Grenawalt. Interested council candidates, Sandra Basich and Barb Schmitt present.
- 3. Certification of Compliance with Open Meetings Law.** Nutrition Program Supervisor Leigh Fritter certified compliance with open meetings law.
- 4. Approval of the Agenda.** A motion was made by Battenberg/Ellingson to approve the agenda. Motion passed 5-0.
- 5. Approval of Minutes.** A motion was made by Postel/Gerbig to approve April 24th meeting minutes. Motion passed 5-0.
- 6. Communications.** Watertown and Lake Mills meal sites are looking for volunteers to help at the congregate site, and for meal delivery. Fritter shared that the Nutrition program is in the process of hiring a site manager for the Lake Mills location.
- 7. Public Comment.** None.
- 8. Governance: Review Candidates for Nutrition Project Council.** Candidates for Council positions were reviewed. Barbara Schmitt to represent Johnson Creek and Nancy Boos to represent Fort Atkinson will be sent through the county process for approval.
- 9. Nutrition site Assessments.** Fritter 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 Fritter will do a follow-up assessment at each site.
- 10. Participant Satisfaction Survey.** The Satisfaction survey will be sent out to home delivered meal participants, and site managers for distribution. Surveys will be allowed to be submitted until October 31st of 2018 to allow a longer time frame for participants to voice their opinions on survey questions.
- 11. Presentation by Kim Propp on Depression and Suicidal Ideation in the Senior Population.** Jefferson County Emergency Mental Health Supervisor, Kim Propp presented statistics and information regarding mental health and suicide in the senior population as well as discussed resources available for those suffering from mental health issues.

- 12. Customer Service Training.** Fritter distributed a paper copy of a power point distributed by The Wisconsin Aging Network written by the GWAAR Nutrition Team. Leigh went over the power point fulfilling the obligation of training for the nutrition site managers.
- 13. Round Table Discussion.** The council discussed requesting breakfast for lunch, and a review of the new State meal pattern for 2019. Council discussed requesting the attendance of caterers that place a bid to attend the following Nutrition Project Council meeting.
- 14. Adjourn.** A motion was made by Ellingson/Gerbig to adjourn at 3:55 p.m. The motion passed 5-0.

Minutes prepared by:

Leigh Fritter, Senior Nutrition Program Supervisor