

**Jefferson County Nutrition Project Council**  
**Minutes of Meeting**  
**2/26/2019**

Council members: Audrey Postel                      Carol Ellingson  
                         Carol O'Neil                              Barbara Schmitt  
                         Janet Gerbig                                      Nancy Boos

- 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; Barbara Schmitt, Johnson Creek. Nutrition Program staff Present: Leigh Fritter, Nutrition Program Supervisor; Home Delivered Meal Assessor Sharon Endl; and Senior Dining Program Managers: Cheryl Langlois, Julie Schultz, JaNae Kreul, Patti Hills, Barb Chwala and Joel Zibell. Interested council candidate Carol Battenberg 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 O'Neil/Postel to postpone agenda item #10 until the following meeting in April and move to approve the agenda as amended. Motion passed 5-0.
- 5. Approval of Minutes.** A motion was made by Gerbig/O'Neil to approve October 23<sup>rd</sup> meeting minutes. Motion passed 5-0.
- 6. Communications.** Nutrition Program Supervisor, Fritter announced that Aging Advocacy Day is on May 14<sup>th</sup>, 2019 at the state capitol, and covered details and arrival time for those who may be interested.
- 7. Public Comment.** None.
- 8. Cooking for 1 or 2 sessions.** Sharon Endl, Nutrition outreach/home delivered meal assessor, discussed what would be covered in her third and final nutrition education class in March at the Fort Atkinson, Jefferson and Watertown meal sites.
- 9. Governance; council roles.** Carol O'Neil was appointed Council chair by a motion made by Gerbig/Schmitt. Motion passed 5-0. Audrey Postel was appointed Co-Chair by a motion made by Ellingson/Schmitt. Motion passed 5-0.
- 10. Review 2019 State Meal Pattern and Nutrition Standards.** The council reviewed a power point of the meal pattern and nutrition standards and discussed how participants that they represent have responded to the addition of a serving of fruit and/or vegetable.
- 11. Review Snow Emergency Plan.** Fritter reviewed the plan in the event of a snow emergency in which the senior dining program would be closed; and noted in the change in postings

regarding closings to only being posted on radio station WFAW for meal participant notification. Otherwise, to watch the news for Jefferson school closings.

**12. Round Table Discussion.** The council discussed possible agenda item for the following council meeting in April. Potential agenda items are By-Laws discussion and possible presentation by an Aging and Disability Resource Center Resource Specialist.

**13. Adjourn.** A motion was made by Postel/Gerbig to adjourn at 3 p.m. The motion passed 5-0.

Minutes prepared by:

Leigh Fritter, Senior Nutrition Program Supervisor