

**Jefferson County Nutrition Project Council**  
**Minutes of Meeting**  
**4/26/22**

Call to order

The meeting was called to order at 2:06 p.m.

Roll call (establish of a quorum)

Present: Carol O'Neil-Chair, Vice Chair-Barbara Schmitt, Carol Battenberg-Secretary, Frankie Fuller.

Excused: Patricia Rabay.

Also Present: Kimberly Swanson, Sharon Endl

Certification of compliance with Open Meetings Law

Swanson certified compliance.

Approval of the agenda

A motion to approve the agenda by Schmidt, seconded by Fuller. The motion was approved unanimously.

Approval of the Nutrition Project Council Minutes from 1/25/22

A motion to approve the 1/25/22 minutes by Schmidt, seconded by Fuller. The motion was approved unanimously.

Communication

Swanson read a negative comment from a short-term home delivered meal participant. No action needed.

Public Comment

None.

Review status of 2022 Nutrition Program Goals

Swanson reviewed the 2022 Nutrition Program goals and outcomes year to date.

Discuss and possible action on Nutrition Project Council Orientation Manual

Deferred to July meeting.

Discuss and possible action on 2022 Customer Satisfaction Survey

Council discussed the possibility of adding questions to the annual Customer Satisfaction Survey. Further discussion was related to participant awareness of other community resources such as Tomorrow's Hope, Friends in Action (Rainbow Hospice), SNAP, Food Pantries and creation of a handbook on all food resources for Jefferson County residents, if one does not currently exist.

Discussion of Possible Future Agenda Items

No items proposed at this meeting.

Adjourn

A motion to adjourn the meeting by Fuller. The motion was approved unanimously, and the meeting was adjourned at 3:12 p.m.

Respectfully submitted,

Kimberly Swanson, Senior Nutrition Program Supervisor