



**Of Jefferson County, 1541 Annex Road, Jefferson, WI 53549**

**920-674-8734**

**Jefferson County Nutrition Project Council**

**Agenda**

**May 19, 2015**

**2:00 p.m.**

**Workforce Development Center  
Room 103 - 874 Collins Road, Jefferson**

Committee Members: Janet Gerbig, Barb Natrop, Rita Kannenberg, Holly Ingersoll, Emily Pantely, Karen Anfang & Carol Ellingson.

1. Call to Order
2. Roll Call - Introduce new members
3. Certification of Compliance with Opening Meetings Law
4. Review Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of Committee Minutes: January 27, 2015
7. Communications
8. Review Committee By Laws
9. 2016-2018 County Aging Plan: Required Nutrition Program Goal(s)
10. Review Meal Program Bid Package
11. Review Meal Trend Data
12. Roundtable Discussion
13. Set Next Meeting Date and Agenda: July 28, 2014
14. Adjourn

The committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the county administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**Jefferson County Nutrition Project Council**  
**Minutes of Meeting**  
**January 27, 2015**

**Call to Order**

The meeting was called to order at 2:00 p.m.

**Roll Call**

Present: Holly Ingersoll, Lake Mills; Barb Natrop, Palmyra; Rita Kannenberg, Waterloo; Cheryl Langlois, Fort Atkinson; Janet Gerbig, Watertown and Marcia Bare, Jefferson.

Also Present: Beth Eilenfeldt, Sharon Endl & Sue Torum, staff; and Senior Dining Program Managers: Linda Winterland, Joy Clark, Patti Hills, Martha Parker, for Mary Koehn, and Jennifer Whaley. In addition, Mary Parsons from the Waterloo program attended; she replaces Sonia Giese who has retired.

**Certification of Compliance with Open Meetings Law**

Torum certified compliance.

**Review of Agenda**

The agenda was review and there were no changes.

**Citizen Comments**

None

**Approval of Minutes**

Bare made a motion to approve the July 2014 minutes. The motion was seconded by Kannenberg and passed unanimously.

**Communications**

An email dated 1/27/2015 from Janet Zander, Advocacy & Public Policy Coordinator with the Greater WI Agency on Aging Resources (GWAAR), was handed out and reviewed. The email notifies us of an advocacy opportunity regarding the Older American's Act which is scheduled for a vote on reauthorization on 1/28. This is the federal legislation that includes funding for the Senior Dining Program.

**2014 Senior Dining Surveys**

- The congregate surveys were very favorable. Following are some highlights:
  - The majority of people attend the site for the meals and socialization opportunities;
  - 100% of people surveyed said that they would recommend the dining center to others;
  - 100% of people surveyed said that they are satisfied with the services they receive;
  - 79% reported that they eat healthier

- The home delivered surveys were also very favorable.
  - 97% said the food was good-excellent. Less than
  - 94% said the hot food was hot, and cold was cold when delivered; this statistic can be improved and is the subject of a quality improvement project.
  - 83% said that getting the meals helps them live in their own home;
  - 31% said that if they didn't get the meals, there would be days they would not have enough to eat.
  - 2 out of 36 people said that they skipped meals because they had no money for good. The office reached out to people via the home delivered meal statement and asked those in this situation to come forward. No-one has.

### **Marketing**

Eilenfeldt told everyone about being on Press Release via the Waterloo Cable Network. The feature was 30 minute long and 15 minutes was spent interviewing Eilenfeldt about Senior Dining in Jefferson County. The other 15 minutes was spent on the ADRC. We were informed that it would air twice on channel 991/992 which is available to anyone in the county with Charter Cable.

Other ideas for marketing include distributing flyers, offering more resource information at the sites and/or offering programs, such as *Cooking for One*.

### **2015 Meals Costs**

The suggested donation remains fixed at \$3.50; the actual cost rose to \$11.84.

### **February Nutrition Education**

1. Preventing & Thawing Frozen Pipes
2. February is American Heart Month: Are you at risk?
3. Dangerous Food Safety Mistakes
4. Walking: The Easiest Exercise

Observance: February 2, 2015 Groundhogs Day! Fun facts to share with participants were included.

### **2015 Plan for Absences**

Sharon Endl has had her hours increased so that she can back up the sites as needed when site managers need time off. In addition, she will come up with the monthly educational materials and offer things such as *Cooking for One* at the sites as time permits. Endl told the group that she is looking forward to these new opportunities.

### **Roundtable Discussion**

The roundtable discussion as brief today. Jefferson needs new heating packs and bags; their routes are long and they are having trouble maintaining temps. The office is aware and continues to look for new products that will maintain the food at required temperatures. Watertown had no concerns but offered some good marketing ideas which the senior center director pays for, i.e. Birthday Thursdays. Lake Mills is quite, but also needs more bags. Our Palmyra folks wondered about responses to the survey and questioned if there were site specific trends. The information on the handouts did break out responses by site and nothing stood out as remarkable to a particular one. Fort Atkinson has seen a lot of changes, the Senior Center Director has retired and the new person has brought many changes to programming and the

appearance of the building. They are hearing many positive comments. As the number of people attending increases, so has Senior Dining. Attendance at the Senior Center is averaging 700 - 900 people per month, which is record setting and exciting for the program.

**Set Next Meeting Date and Agenda**

The next meeting will be held in April on the 28<sup>th</sup>. The annual Senior Dining Report will be shared if it is completed by then.

**Adjourn**

The meeting was adjourned at 4:00 p.m. via a motion made by Natrop and seconded by Bare.

Respectfully submitted,

Susan Torum, Division Manager  
Aging & Disability Resources