



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

920-674-8734

Agenda
Jefferson County Nutrition Project Council
Workforce Development Center
874 Collins Road, Room 103, Jefferson
Tuesday, July 28, 2015
2:00 p.m.

Committee Members: Karen Anfang, Carol Ellingson, Janet Gerbig, Cheryl Langlois, Barb Natrop, Rita Kannenberg, Holly Ingersoll

1. Call to Order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with Opening Meetings Law
4. Review Agenda
5. Citizens Comments (Members who wish to address the committee on specific agenda items must register their request at this time)
6. Approval of Minutes: May 19, 2015
7. Communications
8. Discuss Annual Site Manager Training in Waunakee
9. Review August Nutrition Educational Materials
10. Discuss 2016 Meal Costs and Consider Increasing the Suggested Donation from \$3.50-\$3.75
11. 2015 Participant Survey Results
12. Review Draft 2016-2018 Aging Unit Plan & Nutritional Goals
13. Roundtable Discussion
14. Set Next Meeting Date and Agenda: Tuesday, 10/27/2015
15. Adjourn

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

Special Needs Request - 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
May 19, 2015

Call to Order

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

Roll Call

Present: Holly Ingersoll, Lake Mills; Rita Kannenberg, Waterloo; Cheryl Langlois, Fort Atkinson; Janet Gerbig, Watertown and Carol Ellingson, Jefferson. Ellingson was welcomed as a new member.

Also Present: Beth Eilenfeldt, Sharon Endl & Sue Torum, staff; and Senior Dining Program Managers: Linda Winterland, Joy Clark, Patti Hills and Jennifer Whaley. In addition, Mary Parsons from the Waterloo program attended.

Certification of Compliance with Open Meetings Law

Torum certified compliance.

Review of Agenda

The agenda was reviewed and there were no changes.

Citizen Comments

None

Approval of Minutes

Bare made a motion to approve the 1/27/15 minutes. The motion was seconded by Kannenberg and passed unanimously.

Communications

None.

Review Committee Bylaws

Copies of the bylaws were passed out and reviewed. They are attached to these meeting minutes.

2016-2018 County Aging Unit Plan: Required Nutrition Program Goal

Torum read the plan instructions relating to the Elder Nutrition Program and some startling statistics from the 2014 Meal Program Satisfaction Surveys as follows: 11 people responded that they would not have had enough to eat each day if it were not for the program; 3 people indicated that they skipped meals because they didn't have enough money for food; 26 people responded that they would not get one, hot

fresh meal each serving day if it were not for the program and at one site the majority of people getting home delivered meals checked that 2/3rd of what they eat each day comes from the meal program.

Torum shared that one Key Outcome Indicator contained in the 2015 annual report is that 100% of seniors completing satisfaction surveys will report that they are not experiencing hunger or food insecurity. She proposed the following goals:

Goal 1: In order to increase participant knowledge about local food resources, the program's nutritionist will complete 6 on-site trainings by 12/31/2015. Trainings will be held in Fort Atkinson, Jefferson, Johnson Creek, Palmyra, Lake Mills and Watertown and will be open to the general public.

Goal 2: In order to increase participant knowledge about local food resources, the Nutrition Coordinator will mail packets containing information on such programs to 100% of home delivered meal participants by 12/31/2015.

Training and information packets will include information about:

- Food Pantries
- Farmer's Markets & the Senior Farmer's Market Voucher Program
- FoodShare Benefits
- Emergency Food Options
- Eating Healthy on a Budget
- Accessing a Benefit Check Up

There was a lot of discussion in this area. Information about the decline in participation was also shared. The decline can somewhat be explained, but not completely. For several years, the aging unit plan contained goals to increase participation which never come to fruition so the new goals need to look at how we do things to attract people.

There was support of the goals stated above and suggestions for others, included: offering cooking for one classes; gift certificates; breakfast meals; breakfast option as a noon meal; non-traditional outreach, i.e. attend events where seniors congregate (EMS meal in Lake Mills). The group also talked about marketing differently and the stigma associated with calling Senior Dining a "program." Everyone was asked to talk to their participants about this issue and report back to the office.

Review Meal Program Bid Package

The bid package was handed out and there was discussion on food temps. These are not being taken consistently by Feil's drivers. Some only take the temps of the main dish, other temp all hot items and none temp the cold items. Torum will follow up on this after the meeting.

Review Meal Trend Data

Statistics collected over the past 5 years were reviewed and discussed. The program is declining statewide and nationally, yet there is a great need as evidenced by our surveys. In total, the program has seen a 23.70% decrease: 19.44% in delivered and 29.18% in congregate. Engaging younger seniors is critical, and hopefully some of the goals will attract them. Everyone agrees a breakfast meal or continental breakfast should be piloted at one site.

Roundtable Discussion

Eilenfeldt began by asking if site managers were using the Sparks Cards she provided them, if the surveys were in and for feedback on the banquet. The replies were mixed, however it was clear that the cards are seldom used if not at all. Overall people really enjoyed the banquet and meal. With a couple of exceptions, the surveys are in. Eilenfeldt informed everyone that the Site Managers Annual Training is in Waunakee again on October 9th, more information will be sent as we get closer to the date. No-one had anything more to contribute.

Set Next Meeting Date and Agenda

The next meeting will be held in July 28, 2015. The annual Senior Dining Report and updated Site Managers Training Manual will be reviewed.

Adjourn

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

Respectfully submitted,

Susan Torum, Division Manager
Aging & Disability Resources