

**Jefferson County Nutrition Project Council**  
**Minutes of Meeting**  
**1/23/2018**

**Call to Order**

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

**Roll Call**

Present: Janet Gerbig, Watertown; Carol Ellingson, Jefferson; Carol O'Neil, Johnson Creek; Barb Natrop, Palmyra; Carol Battenberg, Lake Mills.

Also Present: Sharon Olson, Leigh Fritter, staff; and Senior Dining Program Managers: Joy Clark, Cheryl Langlois, Jennifer Meyer, Julie Schultz, Bev Grenawalt and Patti Hills.

**Certification of Compliance with Open Meetings Law**

Fritter certified compliance.

**Review of the Agenda**

The agenda was reviewed. A motion to approve it was made by O'Neil, seconded by Battenberg and passed unanimously.

**Communications**

Fritter reviewed the summary of the White House Conference on Aging, and an article 'Older Americans Act Appropriations: Providing Vital Support for Older Adults to Remain Living at Home' shared from the Wisconsin Aging Advocacy Network website.

**Public Comment**

None.

**Watertown Home Delivered Meals**

Fritter discussed with the NPC that the Watertown Meal site began providing home delivered meals within the city of Watertown, both Jefferson and Dodge county residents, December 4<sup>th</sup> of 2017. Watertown began with 14 participants, and had since nearly double the amount of participants receiving meals to 25 for the month of January. Fritter stated that the site manager Patti had did a seamless job of integrating these new duties in her daily routine.

**2018 Suggested Donation Rate**

The suggested donation rate for 2018 was increased from \$3.75 to \$4.00 per meal, per discussion to increase rates incrementally by the NPC and ADRC Advisory Committee in 2015. Fritter shared that Home delivered meal participants and congregate participants were notified in advance of the increase.

**Review Voluntary Contributions Policy**

The council reviewed the voluntary contributions policy per chapter 8 of the Manual of Policies and procedures for the Wisconsin Aging Network. Handout distributed at meeting.

### **Review Program Eligibility Criteria**

The council reviewed the voluntary contributions policy per chapter 8 of the Manual of Policies and procedures for the Wisconsin Aging Network. Handout distributed at meeting.

### **Solicitation of New Members in the month of March**

Fritter discussed the annual recruitment of new Nutrition Project Council Members which occurs in March. She stated that she would be providing a press release to the newspapers, as well as advertising for it at the Nutrition sites, and mailing flyers to the HDM meal participants. Flyers were distributed to Nutrition Project Council members to distribute to interested community members.

### **Volunteer Banquet Theme Ideas**

The council discussed briefly about what themes of past recognition dinners. Fritter asked that council members contact her if they had any ideas on the 2018 theme.

### **Roundtable Discussions**

Site manager Cheryl brought up that she had recently been grieving from a friend's suicide, and thought that it would be beneficial to learn more about depression and suicidal ideation signs and symptoms in the senior population. It was discussed that this would be a topic raised at a future NPC meeting.

### **Adjourn**

The meeting was adjourned at 3:06 p.m.

Respectfully submitted,

Leigh Fritter, Nutrition Program Supervisor