

Waupaca County Nutrition Advisory Council Minutes
Thursday, April 15, 2021
Waupaca County Courthouse
811 Harding Street, Waupaca WI 54981
Room LL42

This meeting and all other meetings of this committee are open to the public. Proper notice has been given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place and agenda of this meeting.

Members Present: Jan Lehrer; Dave Steffens; Gloria Bigalke; Meri Erickson;

Members Absent: DeAnn Miller; Greta Schroeder;

Others Present: Megan Hintz, Aging Programs Supervisor; Pat Huber, ADRC Clerk; Denise Roman, Volunteer Coordinator/Caregiving Case Manager; McKena Schultz, ADRU Intern;

Chairperson Jan Lehrer opened the meeting at 1:30 pm and a quorum was established. The meeting was also broadcast on the Waupaca County YouTube Channel and Zoom.

- I. **Adoption of Agenda:** *Motion made by Meri Erickson and seconded by Gloria Bigalke to adopt the agenda. Motion carried.*
- II. **Adoption of Minutes of March 25, 2021 Nutrition Advisory Council Meeting:** *Motion made by Gloria Bigalke and seconded by Meri Erickson to approve the minutes of the March 25, 2021 meeting as corrected. Motion carried.*

Public Comment: None

- III. **COVID-19 & Current Operations Update:** Megan Hintz provided an updated meeting scheduled to reflect the schedule agreed upon in the March meeting. ***Please see attached.*** She also handed out the Participation Report for the last four months and the numbers have remained steady. ***Please see attached.*** She reported that Clintonville and New London were able to add Monday as a delivery day, so those participants are now receiving meals four days per week. The shelf stable meals have been ordered and they will begin packaging them next Friday. Megan handed out the menu for the shelf stable meals. ***Please see attached.*** Approximately 200 will be given out now to our current participants and the remaining 100 will be given out as we enroll new participants. Megan also handed out the April menus from each vendor. ***Please see attached.*** Jan Lehrer requested that the NAC be able to receive the menu before the month has started. Megan will provide the menus at each meeting forward for council input and suggestions.
- IV. **Council Membership Update:** Barb Bartel Resignation. Pat Huber, ADRC Clerk, received a phone call prior to last month's meeting from Barb, who said she needed to resign due to family issues. *A motion was made by Gloria Bigalke and seconded by Meri Erickson to accept the resignation and directed Megan Hintz to send her a card of thanks for her service. Motion carried.*
- V. **Volunteer Appreciation Event – Guest Presenter, Denise Roman:** Denise shared the plans for this year, which include a lunch from our vendors that will be packed in a nice thermal lunch bag with our logo on it. Reusable utensils will also be included. Denise and McKena Schultz, our intern, have been working on a virtual tour of Waupaca County. Each volunteer will be given the link to watch the video. After viewing, the staff has made up a virtual treasure hunt that contains 10 questions that were answered in the video. Once the volunteer has answered the questions, they may turn in their answers and will be put into a drawing for a very nice door prize. Each local site manager will be able to assist any volunteers unable to access the internet to view the presentation. Site managers will also be recognizing their volunteers personally.

- VI. Volunteer Recruitment:** Denise Roman also reported that recruitment in New London has been exceptional, however in the Clintonville area there have been struggles. Since the Clintonville area has been hardest hit with lack of committed volunteers, we will be piloting a referral program. Referral cards will be made up and given to current volunteers to give out to their friends and acquaintances. Should that person turn in their referral card and sign up for driving, after the fourth drive, that new recruit would receive a \$5 gift card. The person who recruited them would also receive a \$5 gift card. Should this work well in Clintonville it could possibly be moved to other sites. Jan Lehrer asked Denise if she would go on County Board Chair Dick Koeppen's radio show to advertise for volunteers. Denise stated she would contact Dick and request to be on his show.
- VII. Nutrition Program 2019 and 2020 Data Presentation:** Megan Hintz shared a PowerPoint presentation called, "Annual Nutrition by the Numbers." This presentation reviewed our purpose, goals, and how we can use program data to check in with our program's progress each year. *Please see attached.*
- VIII. Voucher Program Recruitment Update:** Megan Hintz shared that she has a meeting scheduled with Sherry, the manager of Silver Lake Lanes in Scandinavia to present a proposal for Silver Lake to collaborate with us and provide meals using our voucher program. Megan further reported that Steve & Mary's in Marion will also be presented with a proposal to expand their operation to include the voucher program. She reported that a meeting is set up with Hotel Fremont to present the proposal. Megan is awaiting confirmation from the Bridge Bar & Grill, Weyauwega Dairy Barn and the Hitching Post, for a similar meeting. Meri Erickson inquired if it would be possible to have one in Fremont and also Weyauwega as most seniors wouldn't want to travel to another town. Megan replied that absolutely we could have a voucher program in each community if we found willing partners.
- IX. Voucher Program Operations/Opening:** Megan Hintz reported that the menu has been finalized and was handed out to the NAC members. *Please see attached.* John Smith, owner of the Manawa Steak House is very eager to get started. He would serve suppers on Tuesday, Wednesday and Thursday evenings. Megan asked for a recommendation from the NAC to open this program July 6, 2021. She explained that due to the approval needed from Committee on Aging and DHHS Board before it could be implemented, as well as publicity needed to get it started, July 6 seemed like a good date to focus in on for opening this program. Though the original plan was to reopen all congregate dining on the same date, Megan reported that this would not be feasible due to several factors including lack of volunteers at some sites, local Covid regulations, etc., so a staggered opening may be more feasible. *A motion was made by Meri Erickson and seconded by Dave Steffens to send the recommendation to the Committee on Aging to open the voucher program at Manawa Steak House on July 6, 2021 with the option of beginning at an earlier date should program oversight feel it is possible. Motion carried.*
- X. Committee Member Reports of Meetings Attended and General Correspondence:** Jan Lehrer reported that she is a member of *Crime Stoppers* and when our congregate sites are up and running, she would like to see an educational program presented by them on Sex Trafficking in our area. She had a suggestion of possible speakers. Megan Hintz thought it was a great idea and made a note of it.
- XI. Adjourn:** *A motion was made by Meri Erickson and seconded by Gloria Bigalke to adjourn at 2:25 pm. Motion carried.*

Next Meeting: Thursday, May 20, 2021, @ 1:30 pm – Waupaca County Courthouse.

Respectfully Submitted,
Pat Huber, ADRC Clerk