

Waupaca County Nutrition Advisory Council Minutes  
Thursday, March 17, 2022  
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:** Dave Steffens; Greta Schroeder; Meri Erickson; Gloria Bigalke; Dennis Wengelski  
**Others Present:** Megan Hintz, Aging Programs Supervisor; Melissa Anderson, ADRU Manager; Pat Huber, ADRC Clerk;

**Chairperson Gloria Bigalke 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 Greta Schroeder and seconded by Meri Erickson to adopt the agenda. Motion carried.*
- II. **Approval of Minutes from January 20, 2022:** *Motion made by Greta Schroeder and seconded by Meri Erickson to approve the minutes of the February 17, 2022 meeting, as printed. Motion carried.*

**Public Comment: None**

- III. **Covid-19 & Current Operations Updates:** Megan Hintz, Aging Programs Supervisor gave updates on participation levels and meals served in all three programs, Home Delivered Meals, Congregate and Voucher. There has been no change in operations since the state has not made any changes to their directives.
- IV. **Voucher Program Updates:** Megan Hintz reported that she will be meeting with the owners of Hotel Fremont next week, after which she should have a better idea of the timeline for a launch date for the site. More information to come.
- V. **Funding Opportunities Update:** Megan Hintz reported that since the last meeting she has applied for two grants to benefit our program. The first is a nationwide grant, which will benefit six programs in the nation. The grant comes from the Administration for Community Living, which controls the funding through the Older Americans Act. The grant applied for is called "Innovations in Nutrition Programs & Services Replication." If awarded the grant would provide funding, over three years, to help Waupaca County continue to expand our Restaurant Voucher Program. The second grant Megan applied for is local, from the Waupaca Community Foundations, Forward Together Waupaca. They will award one or two grants in the amount of \$25,000-50,000. Megan sent an informal proposal to them outlining how the grant would be used to assist our Home Delivered Meals Program. Should our informal proposal be in line with the grant requirements, Megan will be asked to provide a more formal proposal. Gloria Bigalke wondered if input from those using the program would be helpful. Megan stated that should she need to send a formal proposal some testimonials would be helpful.
- VI. **Request for Bid Updates:** Megan Hintz reported that unfortunately we did not receive any bids during the allotted time. That being the case Megan has reached out by phoning area restaurants to give them a more thorough explanation of what we are looking for. She has asked the Health & Human Services Board to recast the Request for Bid and was granted permission. The Request for Bid will be reposted from March 21, 2022 through April 4, 2022.

**VII. Committee Member Reports of Meetings Attended and General Correspondence:** Megan Hintz reported that the Health and Human Services Board is in discussions concerning all Committees and Subcommittees in their jurisdiction. The discussions center upon citizen members of the committees to make sure that the committees are compliant with recently passed county legislation that would allow compensation to be provided for citizen members for their committee activities. Bylaws are under review. There will be more on this once the board has completed their discussions. Gloria Bigalke mentioned the Volunteer Celebration planned for April 22 in Manawa at the Masonic Center, citing the colorful invitations given to each council member. Gloria also brought a concern to the floor that of first aid/safety measures at the Nutrition Sites and requesting additional training for volunteers. She cited a recent incident at the New London Site where they had a participant choking. Megan noted her concerns and will look into how to best provide support to volunteer staff. Gloria also informed the council that she would not be present for the next scheduled Nutrition Advisory Council meeting. After much discussion, the committee decided to cancel the April meeting and meet again in May. Should anything develop in the interim, Megan will either inform the council by mail or call a special meeting.

**VIII. Adjourn:** *A motion was made by Meri Erickson and seconded by Greta Schroeder to adjourn at 2:17 pm.*  
**Motion Carried.**

**Next Meeting: Thursday, May 19, 2022 @ 1:30 pm – Waupaca County Courthouse.**

Respectfully Submitted,  
Pat Huber, ADRC Clerk