

**Price County Nutrition Advisory Council
Meeting Minutes**

Date: October 31, 2019

Time: 12:00 noon

Place: Ogema Public Library; W5005 State Highway 86; Ogema, WI 54459

Meeting called to order at 12:10 p.m. by Jean Gottwald, County Clerk.

Roll Call: Present: Judith Anderson, Jean Conrad, Shirley Cress, Dani Hoffman, Nancy Kalander, David Schmidt, Laura Tegen

Also present: Janine Dobson

Items for discussion and possible action:

1. Elect Chairperson: Conrad nominated David Schmidt for Council Chairperson. Three calls for further nominations. Motion Kalander/Anderson to close nominations and cast a unanimous ballot for David Schmidt as Council Chairperson. Motion carried. David Schmidt declared Council Chairperson and took over running of the meeting.
2. Elect Vice-chairperson: Conrad nominated Judith Anderson. Three calls for further nominations. Motion Kalander/Tegen to close nomination and cast a unanimous ballot for Judith Anderson for Council Vice-chairperson. Motion carried.
3. Public Comment and Communications: None.
4. Minutes from June 10, 2019: Motion Anderson/Hoffman to approve the minutes of the June 10, 2019 meeting as presented. Motion carried.
5. Adopt By-laws: Reviewed by-laws language. Motion Kalander/Tegen to approve the Price County Nutrition Advisory Council By-Laws with edits as mentioned. Motion carried.
6. Council Function
 - a. Handbook: Reviewed Nutrition Advisory Council Handbook – Older Americans Act Nutrition Program – Greater Wisconsin Agency on Aging Resources. Discussed potential availability of commodity distribution (future agenda item).
 - b. Aging Manual of Policies and Procedures: Discussed Chapter 8 of the Wisconsin Aging Network Manual of Policies, Procedures and Technical Assistance. DHS visited two Price County sites. Discussed Nutrition Program benchmarks of the Senior Services Three-year Plan.
 - c. Meal Component Specifications: Reviewed meal components and what is being provided at the individual sites.
 - d. Environmental Scan Meal Site: Members completed the Environmental Scan Meal Site Review for the meal they received today.
 - e. Senior Nutrition Services Brochure: Discussed information in the brochure and where it is distributed.
7. 2020 Suggested Donation for Meals: Motion Anderson/Kalander to approve the 2020 suggested donations for meals of \$4.00 for congregate and \$4.50 for home-delivery. Motion carried.
(effective January 1, 2020)
8. Next meeting – January 30, 2020 at the Brantwood Community Center.
9. Meeting adjourned at 1:44 p.m.

Respectfully submitted: Jean Gottwald, County Clerk