

NUTRITION PROGRAM ADVISORY COUNCIL

DRAFT

Wednesday, February 11, 2015

Phillip Gohr called the Nutrition Program Advisory Council meeting to order at 8:31 a.m.

Roll Call

Jan Duffy, Phillip Gohr, William Hoekstra, MaryAnn Miller, Wayne Schmitz

Also Present

Sheila Drays, Amanda Higgins, Stephanie Levenhagen, Melanie Macdonald, Jackie Wendlandt

Absent

Clem Hoelzel

Action on Minutes of the December 10, 2014, meeting

MaryAnn Miller motioned and Wayne Schmitz seconded to approve the minutes of the December 10, 2014, Nutrition Program Advisory Council. The motion carried.

Public Forum

None

Yearly On-site Review of each Dining Center Designation

Stephanie Levenhagen reviewed the *Dining Center Assignments for 2015* handout provided to members of the Nutrition Program Advisory Council. Stephanie said that the on-site reviews need to be completed before the end of December, 2015. Phillip Gohr noted the following location assignments:

- Bay Shore Dining Center – MaryAnn Miller
- Beaver Dam Dining Center – Wayne Schmitz
- Fox Lake Dining Center – William Hoekstra
- Lomira Dining Center – Phillip Gohr
- Mayville Dining Center – Phillip Gohr
- Randolph Dining Center – William Hoekstra
- Watertown Dining Center – Jan Duffy

Assignment of Horicon, Hustisford, and Lowell Dining Centers was tabled until the April meeting.

Senior Farmers' Market Program Distribution

Stephanie reviewed the *Wisconsin Senior Farmers' Market Nutrition Program Issuance and Redemption Report* handout provided to members of the Nutrition Program Advisory Council. Discussion followed.

Action: Review, discuss, and make a recommendation for the 2015 Suggested Donation amount

Stephanie said that currently the suggested donation amount per meal is \$3.70 and that since the cost has increased in 2015, consideration should be given to increase the suggested donation. Based on their recommendations, she will notify participants and dining centers to post a revised notice which includes the full cost of each meal and the suggested donation. MaryAnn Miller motioned and William Hoekstra seconded to make a recommendation for the 2015 suggested donation amount to increase to \$3.99 per meal. The motion carried.

Program Report and Program Statistics

Stephanie reviewed the items as written in the *Nutrition Program Report*, the *Program Statistics*, and the *2014 Donation and Participant Averages* handouts provided for members of the Nutrition Program Advisory

Council. A Dining Center Manager is retiring in April and Stephanie has requested that the two day per week position for Lomira be refilled. Discussion followed.

Dining Center Reports

There were no dining center reports.

Next Meeting

The next meeting of the Nutrition Program Advisory Council will be held on **Wednesday, April 8, 2015**, at **8:30 a.m.** at **199 County Road DF** in **room G046** on the **ground floor** of the Henry Dodge Office Building.

Adjournment

William Hoekstra motioned and MaryAnn Miller seconded to adjourn this meeting of the Nutrition Program Advisory Council at 9:12 a.m. The motion carried.

Respectfully Submitted,

MaryAnn Miller, Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

Nutrition Program Report
For the Nutrition Program Advisory Council
April 1, 2015

PROGRAM REPORT

- Lois Schaetzel, the Tuesday and Thursday dining center manager at Lomira has submitted her resignation effective April 30. We will be interviewing to refill her position.
- On April 14, ADRC staff will be attending the Randolph Dining Center for a Weather Emergency Preparedness Lunch and Learn entitled “Be Smart, Be Safe, Know More”. They will have an emergency kit to show the attendees what they should be gathering and all attending will receive information to help them prepare their own kit. This will be the start of several dining center visits on this subject.
- April 30 will be the National Raisin Day and National Oatmeal Cookie Day celebration at all the dining centers. Information on the benefits of eating raisins and oats will be shared with people attending the dining center. This will be followed by celebrating National Salsa month in May.
- We will have our three year assessment on Monday, April 27 with Angela Ellis from the Greater Wisconsin Agency on Aging Resources (GWAAR). The assessment reviews Dodge County’s nutrition program operations. If needed, any recommendations for improvements to the program will be made. Angela will review many of our handouts, such as home delivered meal criteria, suggested donation information and posters and registration form. She will offer suggestions, if needed, on ways to make the handouts more useable. She will then attend the Watertown dining center with Melanie Macdonald and I to actually view the operations of a dining center.
- All dining centers and home delivered meals will be closed on Friday, April 3 for the county spring holiday.

PROGRAM STATISTICS

Total Meals Served at All Dining Centers Through February 2015

Year	Serving Days	Cong Meals Served	Avg. Cong Meals/Day	H.D. Meals Served	Avg. H.D. Meals Per Day	Total Meals Served	Average Meals Per Day
2004	41	7607	185.54	4277	104.32	11884	289.85
2005	40	6910	172.75	3438	85.95	10348	258.70
2006	40	6773	169.33	3365	84.13	10138	253.45
2007	40	6523	163.08	3427	85.68	9950	248.75
2008	39	6459	165.62	3014	77.28	9473	242.90
2009	39	6542	167.74	2454	62.92	8996	230.67
2010	39	6245	160.13	2813	72.13	9058	232.26
2011	39	5763	147.77	2910	74.62	8673	222.38
2012	42	5026	119.67	4583	109.12	9609	228.79
2013	40	4205	105.13	4474	111.85	8679	216.98
2014	38	3747	98.61	4269	112.34	8016	210.95
2015	41	3826	93.32	4040	98.54	7866	191.85

After our December 2011 Nutrition Program assessment by GWAAR, the meals taken to people in their apartments in the Watertown dining center complex could no longer be counted as congregate meals. This averages approximately 30 meals per day. This is part of the shift from a decrease in average congregate meals per day to the increase in average home delivered meals per day.

Stephanie Levenhagen
Nutrition/Transportation Program Manager

2015 DONATION AVERAGES

	CONGREGATE DONATIONS												2015 Average	
	Last Yr's Avg's	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		Dec
Bay Shore	2.06	1.59	2.31											1.95
Beaver Dam Sr Center	2.51	2.07	2.12											2.10
Fox Lake	2.81	3.04	4.40											3.72
Horicon	3.31	4.55	6.29											5.42
Hustisford	2.00	2.63	1.73											2.18
Juneau	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lomira	2.29	2.11	1.82											1.97
Lowell	3.14	3.20	3.44											3.32
Mayville	3.28	3.76	3.64											3.70
Randolph	2.75	3.44	2.20											2.82
Watertown	2.11	1.66	2.00											1.83
	2.41	2.23	2.41											2.32
		-0.18	0.00											-0.09

	HOME DELIVERY DONATIONS												2015 Average	
	Last Yr's Avg's	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov		Dec
Bay Shore	3.12	2.00	1.30											1.65
Beaver Dam Sr Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fox Lake	2.56	2.61	7.39											5.00
Horicon	3.57	2.65	3.36											3.01
Hustisford	2.57	2.32	1.38											1.85
Juneau	2.60	3.40	2.20											2.80
Lomira	3.46	2.52	2.32											2.42
Lowell	4.01	4.90	3.11											4.01
Mayville	2.53	2.52	1.74											2.13
Randolph	3.00	1.09	3.28											2.19
Watertown	3.69	3.40	6.28											4.84
Other	2.12	2.26	6.77											4.52
	3.05	2.74	3.37											3.05
		-0.31	0.32											0.00

cc:

- Melanie Macdonald
- Stephanie Levenhagen
- Shelby Miller

2015 PARTICIPANT AVERAGES

Last Yr's	CONGREGATE PARTICIPANTS												2015 Average
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bay Shore	19	19											19
Beaver Dam Sr Center	14	16											15
Fox Lake	2	3											3
Horicon	4	3											4
Hustisford	5	6											6
Juneau	0	0	0	0	0	0	0	0	0	0	0	0	0
Lomira	2	2											2
Lowell	3	2											3
Mayville	5	4											5
Randolph	8	9											9
Watertown	31	30											31
94	93	94	0	0	0	0	0	0	0	0	0	0	97
	-1	0											3

Last Yr's	HOME DELIVERY PARTICIPANTS												2014 Average
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Bay Shore	1	1											1
Beaver Dam Sr Center	0	0	0	0	0	0	0	0	0	0	0	0	0
Fox Lake	6	4											5
Horicon	14	11											13
Hustisford	14	13											14
Juneau	6	6											6
Lomira	8	8											8
Lowell	4	6											5
Mayville	18	20											19
Randolph	6	7											7
Watertown	25	22											24
Beaver Dam Hospital	0	0											0
Other	3	3											3
107	105	101	0	0	0	0	0	0	0	0	0	0	105
	-2	-6											-2

