

Department of Human Services

117 East Fifth Street
P.O. Box 100
Washburn, WI 54891-0100



FROM: Carrie Linder, Aging and Disability Services Manager

DATE: July 22, 2020

RE: **Meeting Notice**

The Bayfield County Department of Human Services Nutrition Program Advisory Council Committee will meet on **Monday, July 27, 2020 immediately following the Aging and Disability Services Advisory Committee Meeting in Conference Room A in the lower level of the Courthouse in Washburn.**

We strongly recommend people attend remotely via phone by calling 1-866-516-3939 at the start of the meeting and entering participant code 1642457 followed by the # sign.

Anyone planning to attend in person, Ashland and Bayfield County issued an Emergency Advisory which stipulates that everyone age 5 and older wear a face covering or mask when in an enclosed building.

Notice is hereby given, in the event the standing committee does not have a quorum, the County Board Chair or Vice Chair may act as an ex officio member (County ordinance, Chapter 3, section 2-3-1(c)).

Any person wishing to attend who, because of a disability, requires special accommodations should contact the Department of Human Services at 715-373-6144, at least 24 hours before the scheduled meeting time so appropriate arrangements can be made.

The agenda includes: Review of the December 16, 2019 Meeting Minutes; Nutrition Program Updates; Other Informational Items; Future Meeting Dates; and other business that may come before the Committee.

cc:

Post (bulletin board and website)

E-Mailed:

Dennis Pocerlich, County Board Chair

Scott Fibert, County Clerk

Human Services Board

Elizabeth Skulan, BCDHS Director

Management Staff

Sara Wartman, Health Dept. Director

Greater Wisconsin Agency on Aging Resources, Inc. (GWAAR)

DCS, Rhinelander

Red Cliff-Tribal Chair

Daily Press

County Journal

K:\Agends and Minutes\A&D Services Committee\Meeting Notices\NAC Meeting Notice July 2020

(715) 373-6144 Phone/TDD • (715) 373-6130 FAX • www.bayfieldcounty.org • baycodhs@bayfieldcounty.org

**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES
NUTRITION PROGRAM ADVISORY COUNCIL COMMITTEE**

**Karen Anderson
Lynette Benzschawel
Richard Kemmer**

**Martha Oie
Red Cliff Elder Program Rep-
David Zepczyk**

**Betty Schell
Sam Ray**

RE: July 27, 2020 Nutrition Advisory Council Meeting

Dear Committee Members:

Please be advised that the meeting of the Bayfield County Department of Human Services Nutrition Advisory Council will be held on Monday, July 27, 2020 immediately following the ADAC Meeting in Conference Room A in the lower level of the Courthouse, Washburn Wisconsin.

We strongly recommend people attend remotely via phone by calling 1-866-516-3949 at the start of the meeting and entering participant code 1642457 followed by the # sign.

Anyone planning to attend in person, Ashland and Bayfield County Public Health issued an Emergency Advisory which stipulates that everyone age 5 and older wear a face covering or mask when in any enclosed building.

Notice is hereby given, in the event the standing committee does not have a quorum, the County Board Chair or Vice Chair may act as an ex officio member (County ordinance, Chapter 3, section 2-3-1 (c)).

Any person planning to attend who, because of a disability, requires special accommodations, should contact the Department of Human Services at 715-373-6144, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

The agenda for the meeting is as follows:

AMENDED AGENDA

1. Call to Order and Introductions
2. **Discussion and Possible Action**-Review of the December 16, 2019 Meeting Minutes
3. Nutrition Program Updates
 - A. Status of Elder Nutrition Program
 - B. Review number of meals for 1st Quarter of 2020

4. Other (Informational Items)
 - A. Art to Go Kits
5. Future Meeting Date: **NAC** and ADAC Meeting, Monday, September 21, 2020
6. Motion to Adjourn

Thank you and have a safe trip home!

Carrie Linder, Aging and Disability Services Manager

c: Bayfield County DHS ADAC Committee Members

**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES
NUTRITION ADVISORY COUNCIL COMMITTEE**

**Courthouse Conference Room B
December 16, 2019
3:30 p.m.**

DRAFT: Subject to
change at the July
meeting.

Committee Members Present: Lynette Benzschawel, Sam Ray, Suzanne Rooney, Betty Schell, Martha Oie

Committee Members Excused: Karen Anderson, Tom Gordon

Committee Member Absent: Red Cliff Representative

Staff Present: Carrie Linder, Jane Cook, Elizabeth Skulan (3:53)

Call to Order and Introductions

Linder called the meeting to order at 3:42 p.m. Introductions were made.

Discussion and Possible Action-Review of September 16, 2019 Meeting Minutes

Motion by Rooney to approve the September 16, 2019 Minutes, second by Benzschawel. Motion carried.

Discussion and Possible Action-Review 2020 Elder Nutrition Program Budget

Linder discussed budget information. Budget information to be reviewed as worksheets seem to be confusing.

Discussion and Possible Action-Review Transfer of C1 to C2 Funds

Nutrition Program Updates

- A. Iron River request for more days – Linder received an email from spokesperson Fran Youngquist requesting to have more meals in Iron River. Linder called Fran to explain the meal process flow.
- B. 2019-2021 Nutrition Program Assessment – Linder distributed and reviewed the corrective action plan for 2019-2021.
- C. Review number of meals served in 3rd Quarter of 2019 – Brief discussion.

Other (Informational Items)

- A. Staffing Changes – Linder reviewed the recent staffing changes.
 - SW Aide Karen Bodin filled Adult Protective position.
 - Michelle Reiswig has accepted SW Aide position.
 - Elderly Benefit Specialist, Sheila Mack retired October 1, 2019 and Marianne Johnson has was hired to fill this position and began on September 30, 2019.

Future Meeting Dates 2019

Next meeting: **May 18, 2020**

Adjournment

Meeting adjourned at 4:25 p.m.

Minutes respectfully submitted by Jane M. Cook, Clerk III

12/17/2019

**BAYFIELD COUNTY AGING
CONGREGATE & HOME DELIVERED MEALS SERVED**

January-March 2020

MEAL SITE	NSIP FUNDED CONG MEALS	FAMILY CARE CONG MEALS	NSIP FUNDED HD MEALS	FAMILY CARE HD MEALS	COP HD MEALS	IRIS HD MEALS	SUB-TOTAL HD MEALS	TOTAL ALL MEALS
BARNES	343	0	0	0	0	0	0	343
BENOIT	21	0	0	0	0	0	0	21
CABLE	0	0	390	0	0	0	390	390
CORNUCOPIA (N)	0	0	1099	149	0	0	1248	1248
IRON RIVER, DRUMMOND, BARNES (SW)	220	0	769	0	0	0	769	989
RED CLIFF	0	0	187	0	0	0	187	187
GRANDVIEW & MASON (E)	0	0	626	139	0	0	765	765
WASHBURN	1525	0	276	78	0	0	354	1879
SOUTH SHORE	426	0	0	0	0	0	0	426
TOTALS	2535	0	3347	366	0	0	3713	6248

Percentages **40.57%** **0.00%** **53.57%** **5.86%** **0.00%** **0.00%** **100.00%**

January-March 2019

MEAL SITE	NSIP FUNDED CONG MEALS	FAMILY CARE CONG MEALS	NSIP FUNDED HD MEALS	FAMILY CARE HD MEALS	COP HD MEALS	IRIS HD MEALS	SUB-TOTAL HD MEALS	TOTAL ALL MEALS
BARNES	356	0	0	0	0	0	0	356
BENOIT	24	0	0	0	0	0	0	24
CABLE	0	0	304	46	0	0	350	350
CORNUCOPIA (N)	0	0	901	110	0	0	1011	1011
IRON RIVER, DRUMMOND, BARNES (SW)	214	0	804	12	0	0	816	1030
RED CLIFF	0	0	343	0	0	0	343	343
GRANDVIEW & MASON (E)	0	0	577	185	0	0	762	762
WASHBURN	1915	0	412	95	0	0	507	2422
SOUTH SHORE	491	0	0	0	0	0	0	491
TOTALS	3000	0	3341	448	0	0	3789	6789

Percentages **44.19%** **0.00%** **49.21%** **6.60%** **0.00%** **0.00%** **100.00%**