

**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES
NUTRITION ADVISORY COUNCIL COMMITTEE
Courthouse Conference Room B
March 18, 2019
2:00 p.m.**

- Committee Members Present:** Karen Anderson, Alan Filipczak, Tom Gordon, Betty Schell
- Committee Members Excused:** Lynette Benzschawel, Suzanne Rooney, Kathryn Grafsgaard
- Committee Member Absent:** None
- Staff Present:** Carrie Linder, Jane Cook

Call to Order and Introductions

Gordon called the meeting to order at 2:02 p.m. and a short introduction was made.

Discussion and Possible Action-Review of the December 3, 2018 Meeting Minutes

Motion by Gordon to approve the December 3, 2018 Minutes, second by Schell. Motion carried.

Discussion and Possible Action-NAC By-Laws

Linder reviewed information. Changes needed for some time and date areas.

Motion by Anderson to approve the NAC By-Laws with minor changes to time and dates, second by Gordon. Motion carried.

Review and Brainstorm NAC Representation

Linder noted that the committee has recently lost some members. Linder will reach out to North Country Independent Living to see if they would like to attend future meetings. Kathryn Grafsgaard is not able to attend meetings due to a family commitment and has asked to step down. Doug Defoe has changed jobs and is no longer able to attend meetings. Filipczak has taken a position at BHU but expressed continued interest to stay on this committee. Linder will discuss his continued participation with his supervisor. Linder reviewed qualities for representatives for the NAC as well as the ADAC Committee. Members were asked to think about future members for the committees. Linder provided a few names that she will be pursuing. Some thought was given to doing the meeting remotely for those who cannot attend due to extended travel time.

Sam Ray, Benevolence Manager for the Brick Ministries has completed a citizen application will serve this committee as well.

Nutrition Program Updates

- A. Review number of meals served in 4th Quarter of 2018
Overall finances were fine. Increase in congregate meals with the new site at Bear Paw for the south shore area. Slight decrease in NSIP Funded HDM. Larger decrease in Family Care HDM.
- B. Less than 5-day Waiver for Cong and HDM meals
We currently serve meals 4 days/week and must complete a waiver request to decrease level of service in accordance with the Older Americans Act and the Manual of Policies and Procedures and Technical Assistance for the Wisconsin Aging Network. Gordon suggested that if additional funding is required for the meals on wheels, we may need to put together a presentation for the County Board to obtain additional funding. He would be an advocate for this. He also suggested that we might want to look at doing a small presentation at the town hall meetings or a letter to town boards about this service.

Meal Site Reports

A. Meetings will be moved to meal sites for May, July and September. Next meeting on May 20 will be at the Barnes Meal Site. Members can car pool from courthouse together. Committee members will be provided a tool to review sites and compare how they operate. We will continue to develop this process.

Future Meeting Dates 2019

Next meeting: May 20, 2019 at the Barnes Meal Site

Adjournment

Gordon adjourned meeting at 2:56 p.m.

Minutes respectfully submitted by Jane M. Cook, Clerk III

03/19/2019