

## Nutrition Advisory Committee

DATE 2/6/24

Board Members Present: Louis Jordan, Marilyn Merrill, Cathy Kampen, Bonnie Farr, Les Davis

Board Members Absent: Marian Heller, Anita Wilderman, Lucy Dewsnap

Agency Partners: Amelia Cisewski

1. Call to Order	Amelia called the meeting at 10:30
2. Review and Approve Agenda	Louie made a motion to approve the agenda. Cathy seconded the motion. Motion passed.
3. Introduction and Welcome	Introductions: Cathy-Endeavor, Les- Montello, Louie- Packwaukee, Marilyn- Montello, Bonnie- Oxford
4. Program implementation and Policy Review. a. Meal Prioritization b. Food Safety c. Volunteer- food safety review	<ul style="list-style-type: none"> <li>• Shared information on Meal Prioritization Pilot. Discussion on state funding.</li> <li>• Discussion on suggested donation increase to \$4.00 for congregate meals and \$4.50 for home delivered meals starting 7/1/24.</li> <li>• Reviewed importance of food safety at sites.</li> <li>• Completed food safety review at all sites with volunteers.</li> </ul>
5. Nutrition Program Education a. Nutrition Coordinator updates and projects b. National Nutrition Month c. Menu Analysis	<ul style="list-style-type: none"> <li>• Shared upcoming workshops- Stepping Up Your Nutrition and Stepping On. Stepping Up Your Nutrition is in Westfield on February 21. Plan to continue to offer at all sites. Stepping On starts March 6 in Montello.</li> <li>• March is National Nutrition Month. Food item will be featured each week on menu and nutrition ed handouts on food will be sent to sites and HDMs. Planning nutrition activity as well.</li> <li>• Surveys participants and one third are interested in nutrition analysis for each meal. Currently sending calorie information to sites. Will start to send complete nutritional analysis to sites in March.</li> <li>• Discussion on sugar free dessert items.</li> </ul>
6. Dining Sites & HDM a. Outreach & Public Involvement, program ambassador b. Discussion on Ideas & Activities	<ul style="list-style-type: none"> <li>• Distributed flyers to churches around holidays. Sending more flyers to libraries, post at local businesses. Ask libraries to promote on Facebook pages.</li> <li>• Discussion on activities and speakers at sites. Activity calendars for sites.</li> </ul>
7. Informational Items – Discussion Only.	Memory Cafe – 1 <sup>st</sup> Wednesday of each month in Westfield.
8. Next Meeting	Tuesday, May 7 <sup>th</sup> @ 10:00 A.M. at the Packwaukee location. {Rotate alphabetically. (Endeavor, Montello, Neshkoro, Oxford, Packwaukee, Westfield) Meetings four times a year. Meeting before the lunch meal.}
9. Motion to Adjourn	Adjourn at 11:58, Louie made the motion to adjourn.

Minutes Submitted by Amelia Cisewski (Drafted 2/6/24)