

Department of Human Services

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



FROM: Carolyn Novack, Aging Services Coordinator

DATE: October 14, 2022

RE: **Meeting Notice**

The Bayfield County Department of Human Services Nutrition Program Advisory Council Committee will meet at 11:00 on *Friday, October 21, 2022 at the St. Louis School Gym Meal site in Washburn, WI*. Tour of the meal site will take place at 10:45 am. Public participation remote access is available by phone by calling 1 (866) 516-3949 at the start of the meeting and entering participant code 1642457 followed by the # sign.

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: Call to Order and Introductions; Discussion and Possible Action – Review of the September 28, 2022 Meeting Minutes; Review the Draft of Nutrition Advisory Committee Bylaws for Bayfield County; Review Nutrition Program Expectations; Program Reports: Congregate Meals-Home Delivered Meals; Staffing Updates – Fall Training Schedule; Other (Informational Items); Future Meeting Dates for 2023; Motion to Adjourn.

cc: Post (bulletin board and website)

E-Mailed:

Dennis Pocerlich, County Board Chair
Mark Abeles-Allison, County Administrator
Lynn Divine, 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

K:\Agends and Minutes\A&D Nutrition Advisory Council \Notices\NAC Meeting Notice September 2022

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

Karen Anderson
Lynette Benzschawel (Vice-Chairman)
Richard Kemmer (Chairman)

Red Cliff Elder Program Rep.
Madeline Rekemeyer
Francis Renn-Malcheski

Sue Aiken

RE: October 21, 2022, Nutrition Advisory Council Meeting

Dear Council Members:

The Bayfield County Department of Human Services Nutrition Advisory Council will meet at *11:00 am on Friday, October 21, 2022 at the St. Louis School Gym Meal Site, Washburn, WI.* Public participation remote access is available by phone by calling 1 (866) 516-3949 at the start of the meeting and entering participant code 1642457 followed by the # sign.

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:

AGENDA

1. Call to Order and Introductions
2. **Discussion and Possible Action**-Review of the September 28, 2022, Meeting Minutes
3. Review the draft of Nutrition Advisory Committee Bylaws for Bayfield County
4. Review the Nutrition Program Expectations
5. Program Reports:
 - A. Congregate Meals
 - B. Home Delivered Meals
6. Staffing Updates – Fall training schedule
7. Other (Informational Items)
8. Future Meetings:
 - A. Discuss 2023 meetings
9. Motion to Adjourn

Thank you and Stay Safe!

Carolyn Novak, Aging Services Coordinator
c: Bayfield County DHS ADAC Committee Members

**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES
NUTRITION ADVISORY COUNCIL COMMITTEE
Taking place at the Port Wing Meal Site at 11:00
September 28, 2022**

DRAFT:
Subject to change at the
next ADAC meeting

Committee Members Present: Richard Kemmer- in person, Karen Anderson-in person, Lynette Benzschawel- in person, Francis Renn-Malcheski – in person, Sue Aiken- in person

Committee Member Absent: Red Cliff Elder Program Representative, Madelaine Rekemeyer

Staff Present: Carolyn Novak

Call to Order and Introductions

Kemmer called the meeting to order at 11:00 a.m. Introductions were made with new members present.

Discussion and Possible Action-Review of August 30, 2022, Meeting Minutes

Motion by Anderson second by Benzschawel to approve the August 30, 2022, meeting minutes as presented. Motion passed.

Review Goals and Objectives within the Aging Plan for Bayfield County

- Novak summarized the development, purpose, and scope of the current aging plan.
- Besides the focus area Nutrition/Equity/Community Engagement, several other focus areas were identified and their purposes as they relate to the ENP were explained by Novak (Advocacy, Enhanced Transportation and Social Isolation and Loneliness).
- Progress has been made according to the timeline outlined in the plan for the ENP. The Council agreed that creating pop up dining experiences in areas of the county next year that don't have congregate meal sites will not only provide additional service to seniors, but also help determine where additional permanent sites may be needed.
- The Social Isolation and Loneliness focus area was discussed at length by the Council. Meal sites were seen as important community gathering places for seniors for socialization and education. More discussion is expected at future NAC meetings.

Program Reports:

- A. Congregate Meals
 - Barnes Meal Site Update – Novak summarized the recent listening session comments for the Council. The Council confirmed their decision to reduce the number of days open from 4 to 1 (will only be open on Thursdays).
- B. Home Delivered Meals – numbers of HDM participants are expected to increase as we go into winter.

Staffing Updates - nothing to report.

Other (Informational Items) -nothing to report

Future Meetings:

- A. October 21, 2022, at St. Louis Meal Site St. Louis School Gym, 713 Washington Ave, Washburn, WI 54891 Located right next to the St. Louis Church
- B. Discussion of 2023 Meetings – Council would like to have the first meeting of 2023 before the Aging and Disability Services Advisory Committee in the courthouse because of the potential for bad weather and because many of the members are on both committees. Second, third and fourth quarter meetings will be conducted at the meal sites (Iron River and Barnes for sure). Dates to be discussed and confirmed at the October 21, 2022, NAC meeting.

Adjournment

Motion by Anderson, second by Aiken to adjourn meeting.

Meeting adjourned at 12:10 p.m.

Minutes respectfully submitted by Carolyn Novak, Aging Services Coordinator

Use the entrance on Washington Ave.

