

**BAYFIELD COUNTY DEPARTMENT OF HUMAN SERVICES
NUTRITION ADVISORY COUNCIL COMMITTEE
Taking place at the Cornucopia Meal Site (Town of Bell) at 11:00
August 30, 2022**

Committee Members Present: Richard Kemmer- in person, Karen Anderson-in person, Lynette Benzschawel- by phone, Madeline Rekemeyer-in person

Committee Member Absent:

Staff Present: Heather Gilbertson, Carolyn Novak

Call to Order and Introductions

Kemmer called the meeting to order at 11:03 p.m. Introductions were made.

Discussion and Possible Action-Review of January 24, 2022, Meeting Minutes

Motion by Benzschawel second by Anderson to approve the January 24, 2022, meeting minutes as presented. Motion passed.

Discussion and Possible Action-Consideration to recommend appointment of Frances Renn-Malcheski

- Renn-Malcheski has a Bachelor's degree in Family & Consumer Education and Special Education, a Master's degree in Education Administration and an Educational Doctorate in Education.

Motion by Anderson second by Rekemeyer to appoint Frances Renn-Malcheski. Motion passed.

Discussion and Possible Action-Consideration to recommend appointment of Sue Aiken

- Aiken is a Registered Health Nurse and a Public Health Nurse. Aiken actively works with elderly in the Bayfield Peninsula.

Motion by Rekemeyer second by Anderson to appoint Sue Aiken. Motion passed.

Program Reports:

A. Congregate Meals

- Cornucopia, Port Wing and Washburn congregate meal sites opened in March.
- Volunteer hours for the three congregate meal sites and the Cable home delivered meal route have amounted to a financial impact of approximately \$30,000 in six months. The federal rate per volunteer hour of \$29.95 was used to determine the monetary impact.
- There has been tremendous community support for the Elder Nutrition Program.
- Congregate Meal Host Sites are not charging rental fees for facility use. Cornucopia orders supplies, napkins, and coffee for use at the congregate meals. St. Louis provides janitorial services for set-up and clean-up of the meal site.
- Meal sites are not just for eating. Power of attorney parties, medication take backs, Judicare lawyers for estate planning are some the programs/education/outreach provided during the meals.
- Meal numbers have gone down due to summer. Hoping with fall, more people will participate in the meals. Additional outreach will also occur.

B. Home Delivered Meals

- There are four routes, each taking 4.5-5 hours to complete. Meals for three of the routes are provided by Chartwells, one route's meals are provided by Bayfield County Food Service.
- Each route services 18-25 people.
- Community Resources (CORE) had partnered with the home delivered meal program. CORE provides twenty-five participants with a frozen meal once a week which is delivered with their home delivered meal. The Northwest Wisconsin Community Services Agency also provides boxes of commodities that are delivered once per month to some home delivered meal participants.

Discussion and Possible Action-Consideration to recommend reducing the number of meals served per week at the Barnes Meal Site

- Barnes services 0-5 people depending on the day of the meal.
- Thursday is the day with the most participation.
- Novak suggests that reducing the meals at Barnes and only serving a meal on Thursday.

Motion by Anderson second by Rekemeyer to reduce the number of meals served per week to Thursday at Barnes Meal Site with a review in 6-months. Motion passed.

Discussion and Possible Action - Consideration to recommend approval of Bayfield County Food Services request of .90 cents per meal retroactive to February 2022.

- Due to meal sites not being open multiple days as stated in the original contract, meal counts were decreased which decreased revenue.
- Multiple factors were looked at when coming up with an increase amount: fewer meals requested than what was bid on in contract, increased labor costs and food costs increasing. All these factors resulted in Bayfield County Food Service losing money. Bayfield County Food Service is not looking to profit, just break even.
- What would the increase cover? The \$0.90 per meal would be retroactive back to February. It covers the \$10,000 short fall, purchasing nutritious food, produce, and nutrient dense food and increased labor costs.

Motion by Rekemeyer second by Anderson to approve the request of \$0.90 per meal retroactive to February 2022. Motion passed.

Discussion and Possible Action-Consideration to recommend returning to original Carry Out policy.

- Novak stated that we need to get back to the original Carry Out policy, making sure volunteers and participants are educated about food safety guidelines and that the person delivering the meal and the person receiving the meal are following the food safety guidelines.

Motion by Rekemeyer second by Anderson to return to original Carry Out policy. Motion passed.

Staffing Updates

- Anna Hanson – Red Cliff Elderly Representative resigned.
- The Red Cliff Elder Nutrition Program is contracted to provide home delivered meals to the region around the Red Cliff Reservation.

Other (Informational Items)

- NAC Committee schedule will not be consistent as Novak wants members to get out in good weather and tour the meal sites.

Future Meetings:

- A. September 28, 2022, at Port Wing Meal Site,
First Lutheran Church, 83105 Washington Ave, Port Wing, WI 54865

- B. 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

Adjournment

Motion by Anderson, second by Benzschawel to adjourn meeting.

Meeting adjourned at 12:07 p.m.

Minutes respectfully submitted by Heather Gilbertson, Clerk III