

Manitowoc County Nutrition Project Council  
Kewaunee Meal Site – Community Congregational Church  
502 Center St. Kewaunee, WI  
Tuesday, March 5, 2019

Members Present: Rose Quinlan, Nellie DeBaker, and Donna Wallace

Meeting called to order by Rose Quinlan at 10:30A.M.

Motion made by Donna Wallace, seconded by Rose Quinlan to accept the minutes from November 14, 2018. Motion carried.

Motion made by Donna Wallace, seconded by Rose Quinlan to accept the agenda for March 5, 2019. Motion carried.

Public Comment – none

Correspondence – none

Legislative – none

Nutrition:

- a. Meal Count/Volunteer Hours 2018 – total meals for year for both counties – 85,131. Hand out given.
- b. Cancellation of Meals 2018 – reviewed cost associated when participants in congregate meal sites cancel after meal count sent to caterers or are no shows. For home delivered meals it was for undeliverable meals or late cancellations. This is a cost we cannot charge anyone for the meals so it is important for all participants to be respectful in cancelling on time. Twice a year a reminder to go out to congregate sites and all home delivered meal participants about this subject.
- c. Promoting Meal Sites – new policy. Establishes a formal procedure for site managers to promote meal site events/activities for the Senior Nutrition Program. Photos may be used in the Senior Scene, Facebook, TV in ADRC waiting areas etc...
- d. Volunteer Spotlight – this new program will be introduced at the volunteer appreciation in April. Policy being drafted to establish a formal procedure for identifying and completing a Volunteer Spotlight for the Senior Nutrition Program. Chosen volunteers will be chosen by random draw and can accept or decline being spotlighted.
- e. Combating Loneliness with Congregate Nutrition Programs – handout – article from November 19, 2018.
- f. Annual Volunteer Appreciation - invites have been sent out. Date is April 9, 2019.
- g. Dining Site Assessment of the Kewaunee meal site by the Nutrition Project Council – completed.
- h. Male/Female comparison – handout – average is 1 male to every 2 female.
- i. New cold bags for home delivered meals – the Algoma and Kewaunee meal sites received new bags that fit the cold Oliver trays and milks. This is another way that should help keep the food temperatures cold enough as required.
- j. Refrigerators at Kewaunee meal site – brought over from the old senior center site. Great addition to the kitchen.
- k. Donna Wallace asked about transportation rides to and from the Kewanee meal site in 2019. Rides can be arranged through the Human Services at 388-0626.

ADRC Updates – none

The next meeting will be:

June 4, 2019 at Casco Meal site located at the Casco Northside Apartments 201 Wiesner Ave. at 10:30am.

Donna Wallace made a motion to adjourn at 11:30am and Nellie DeBaker seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator

