



# Dane County

## Minutes - Final Unless Amended by Committee

### Area Agency on Aging - Nutrition / Wellness Committee

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Wednesday, February 7, 2024

11:30 AM

This is a Hybrid Meeting: Attend in person at 2865 N Sherman Ave, Conference Room 109; Attend virtually via Zoom.

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See below for additional instructions on how to attend the meeting and provide public testimony.

The Wednesday February 7, 2024 AAA Nutrition/Wellness Committee meeting will be a hybrid meeting. Members of the public can either attend in person or virtually via Zoom.

The public can attend in person at the ADRC building, 2865 N Sherman Ave Room 109, Madison.

The public can access the meeting virtually with the Zoom application or by telephone.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

[https://zoom.us/webinar/register/WN\\_WmQnb3-3SwWcgostfcw2Tg](https://zoom.us/webinar/register/WN_WmQnb3-3SwWcgostfcw2Tg)

This link will be active until the end of the meeting.

To join the meeting by phone, dial-in using one of the following three toll-free phone numbers:

1-833-548-0276

1-833-548-0282

1-888-788-0099

When prompted, enter the following Webinar ID: 941 9651 2716

**PROCESS TO PROVIDE PUBLIC COMMENT:**

**IN PERSON:** Any members of the public wishing to register to speak on/support/oppose an agenda item can register in person at the meeting using paper registration forms. **IT IS HIGHLY ENCOURAGED TO REGISTER VIA THE ZOOM LINK ABOVE EVEN IF YOU PLAN ON ATTENDING IN PERSON.**

In person registrations to provide public comment will be accepted throughout the meeting.

**VIRTUAL:** Any members of the public wishing to register to speak on/support/oppose an agenda item **MUST REGISTER USING THE LINK ABOVE** (even if you plan to attend using your phone).

Virtual registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

In order to testify (provide public comment) virtually, you must be in attendance at the meeting via Zoom or phone, you will then either be unmuted or promoted to a panelist and provided time to speak to the body.

If you want to submit a written comment for this meeting, or send handouts for board members, please send them to: [Matulle.Cindy@countyofdane.com](mailto:Matulle.Cindy@countyofdane.com)

*Staff and Guests Present: Shannon Gabriel, Sara Koenig, Angie Markhardt, Cindy Matulle, Cindy McGlynn, and Claire Purkis.*

**A. Call To Order**

Chair WERNER called the meeting to order at 11:35 am.

**Present** 7 - RACHEL BRICKNER, LINDA FULLER, CAROLINE WERNER, DIANE GOLDENSOPH, HELEN PAN, DAVE GENSON, and EMILY MURWIN

Introduction of New Member

*Introduction of Emily Murwin*

**B. Consideration of Minutes**

[2023](#) AAA Nutrition/Wellness Committee Minutes September 6, 2023

[MIN-446](#)

**Attachments:** [2023\\_0906 AAA Nutrition-Wellness Committee Minutes](#)

A motion was made by GENSON, seconded by FULLER, that the minutes be approved. The motion carried by a voice vote.

**C. Action Items**

1. Waitlist/Freeze Policy

[2023](#) 2024 Waitlist/Freeze Policy  
[ACT-282](#)

**Attachments:** [HDM Wait List 2024](#)

*AAA Nutrition Coordinator Shannon Gabriel reviewed the Waitlist/Freeze policy for HDM.*

**A motion was made by GENSON, seconded by GOLDENSOPH, to approve the Waitlist/Freeze Policy. The motion carried by a voice vote.**

2. Staff and Volunteer Meal Policy

[2023](#) 2024 Staff & Volunteer Meal Policy-Draft  
[ACT-283](#)

**Attachments:** [Staff and Volunteer Meal Policy\\_DRAFT](#)

*GABRIEL presented the new policy with a lot of committee discussion on topic. Several motions made for four different areas needing approval.*

**Motions made: #1—Motion by GENSON, seconded by GOLDENSOPH, to approve Senior Nutrition Program volunteers under age 60 pay the suggested donation rate. Voice Vote. #2—Motion by GENSON, seconded by GOLDENSOPH, to approve Nutrition & Wellness Committee Member Volunteers under age 60 while completing a dining site review to pay the suggested donation rate. Voice Vote. #3—Motion by BRICKNER, seconded by MURWIN, to approve Senior Nutrition Program paid staff under age 60 to pay the full price for a meal. Voice Vote. #4—Motion by GOLDENSOPH, seconded by BRICKNER, to approve Dane County AAA Staff under age 60, while completing a dining site visit or review pay the suggested donation rate. approved as amended. The motion carried by a voice vote.**

**Action Item will move forward to the AAA Board for approval.**

**D. Presentations**

1. Cornerstone Community Center & Ziggy's BBQ Dining Site Reviews (Diane Goldensoph)

[2023](#) Cornerstone Community Center & Ziggy's BBQ Dining Site Reviews  
[PRES-194](#)

**Attachments:** [Dining Site Review Cornerstone Ziggys Food Pictures](#)

2. Kavanaugh's Esquire Club & RiverVille Bar & Grill Dining Site Reviews (Linda Fuller)

[2023](#)  
[PRES-195](#)

Kavanaugh's Esquire Club & RiverVille Bar & Grill

**Attachments:** [Kavanaugh's review 12-27-23](#)

[Belleville River Ville review 1-24-24](#)

### 3. Future Dining Site Review Needs from Committee Members

[2023](#)  
[PRES-196](#)

Site Review Checklist and Dining Site Visit Review Form

**Attachments:** [Site Review Checklist 1.24](#)

[Dining Site Visit Review Form 2024](#)

*GABRIEL reviewed which sites will need to be done for 2024 and requested that each member do at least 2 reviews a year.*

## E. Reports to Committee

### 1. Dietitian Program Update--Farmer's Market Utilization Rates

[2023](#)  
[RPT-499](#)

Senior Farmers Market Redemption Rates

**Attachments:** [SFMNP Redemption Rates](#)

*GABRIEL presented the redemption rates Dane County had for last year's Farmers Market Voucher program.*

### 2. Chair & Staff Updates

*None.*

## F. Future Meeting Items and Dates

Next meeting: Wednesday May 8, 2024 at 11:30 am via Hybrid

## G. Public Comment on Items not on the Agenda

*None.*

## H. Such Other Business as Allowed by Law

*None.*

## I. Adjournment

Chair WERNER adjourned the meeting at 1:30pm.

*Minutes submitted respectfully by Cindy Matulle.*