



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?

Wednesday, February 4, 2026

11:30 AM

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

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

The Wednesday, February 4, 2026 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

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@danecounty.gov

Guests & Staff Present: Shannon Gabriel, Riley Gardner, Cindy Matulle, Claire Purkis, and Lynn Riley.

A. Call To Order

Chair **GENSON** called the meeting to order at 11:31 am.

Present 6 - DAVE GENSON, KRISTY SCHUSTER, ROBIN POTTER, KATHY PAZAK, CLAIRE MANCE, and PATRICK DOWNING
Absent 2 - HELEN PAN, and KATE BUENGER

B. Consideration of Minutes

[2025](#)
[MIN-519](#) Minutes from November 12, 2025

Attachments: [2025_1112_AAA NutWell Minutes](#)

Supervisor **DOWNING** requested the minutes be added to the next AAA Board agenda as these minutes were missed for the December 1, 2025 meeting.

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

C. Action Items

1. AAA Nutrition/Wellness Committee Description (Genson)

Present 7 - HELEN PAN, DAVE GENSON, KRISTY SCHUSTER, ROBIN POTTER, KATHY PAZAK, CLAIRE MANCE, and PATRICK DOWNING
Absent 1 - KATE BUENGER

[2025](#)
[ACT-339](#) Nutrition/Wellness Committee Description

Attachments: [Nutrition Wellness Committee Description](#)

Motion by GENSON, seconded by PAZAK, to approve the committee description as presented.

2. Home Delivered Meal Waitlist Policy-Updated MCO/Private Pay Language (Gabriel)

[2025](#)
[ACT-340](#) Home Delivered Meal Wait List Policy-Updated MCO/Private Pay Language

Attachments: [HDM Wait List 2026](#)

Nutrition Coordinator Shannon Gabriel reviewed the Wait List Policy for this year.

Motion by GENSON, seconded by PAZAK, to approve the waitlist.

D. Presentations

1. Dining Site Review Needs from Committee Members-Two Visits/Calendar Year (Genson)

[2025](#)
[PRES-236](#) Dining Site Review needs from Committee Members

Attachments: [Site Review Checklist 2026](#)
[Dining Site Visit Review Form 2026](#)

Gabriel reviewed the sites that need an evaluation again. Several members signed up to do reviews.

E. Discussion Items

1. Farmers' Market Future Advertising/Promotion Help-Committee Members Suggest 3 Places to Connect with (Gabriel)

[2025](#)
[DISC-028](#) Farmers' Market Future Advertising/Promotion Help

Attachments: [FM_Marketing Roster](#)

GABRIEL shared where the Farmers' Market is already advertised. Asking committee members for more ideas of where we can advertise this program.

F. Reports to Committee

1. Dietitian Program Update- My Meal My Way- Spring Garden (Gabriel)

GABRIEL shared Fink's restaurant in Mt Horeb closed so we no longer have meals at this site. End of February a new restaurant will be opening in Mt Horeb. Spring Garden will offer four choices of breakfast and lunch items for the My Meal My Way program.

2. Chair & Staff Updates

GABRIEL shared the Esquire has closed as the family is selling the business. Madison Senior Center or Goodman are other options people can get a meal. AAA Manager Lynn Riley shared former committee member Theresa Sanders had passed away.

G. Future Meeting Items and Dates

Next Meeting: Wednesday, May 6, 2026 at 11:30 am via Hybrid

[2025](#) Meeting Schedule
[RPT-642](#)

Attachments: [2026 AAA Mtgs Schedule](#)

H. Public Comment on Items not on the Agenda

None.

I. Such Other Business as Allowed by Law

None.

J. Adjournment

A motion was made by GENSON, seconded by PAZAK, that the meeting be adjourned at 12:16 pm. The motion carried unanimously.

Minutes respectfully submitted by Cindy Matulle