



# 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, November 2, 2022

11:30 AM

via Zoom

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The Wednesday November 2, 2022 AAA Nutrition/Wellness Committee meeting is being held virtually. The public can access the meeting 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\\_7YmbABUhQXuG1-RS\\_wgsSQ](https://zoom.us/webinar/register/WN_7YmbABUhQXuG1-RS_wgsSQ)

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 phone numbers:

1-833-548-0276

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When prompted, enter the following Webinar ID: 973 3908 1605

If you want to submit a written comment for this meeting, or send handouts for committee members, please send them to [MATULLE.CINDY@COUNTYOFDANE.COM](mailto:MATULLE.CINDY@COUNTYOFDANE.COM). In the subject line please state: Written Comment for this meeting or Handouts for this meeting. Please include the name of the meeting and date.

**PROCESS TO PROVIDE PUBLIC COMMENT: 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).**

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

*Staff & Guests Present: Shannon Gabriel, Cindy Matulle, and Sridevi Mohan*

#### A. Call To Order

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

**Present** 6 - RACHEL BRICKNER, BILL CLAUSIUS, THOM RUX, LINDA FULLER, CAROLINE WERNER, and TRACY CHASE

**Absent** 3 - JORDYN CRANE, JULES LEE, and DIANE GOLDENSOPH

## B. Consideration of Minutes

[2022](#) September 7, 2022 minutes  
[MIN-303](#)

**Attachments:** [2022\\_0907\\_AAA Nutrition-Wellness Committee Minutes](#)

**A motion was made by CHASE, seconded by RUX, that the minutes be approved.  
The motion carried by the following vote:**

**Ayes:** 6 - BRICKNER, CLAUSIUS, RUX, FULLER, WERNER and CHASE

**Absent:** 3 - CRANE, LEE and GOLDENSOPH

## C. Action Items

**Present** 8 - RACHEL BRICKNER, BILL CLAUSIUS, THERESA SANDERS, THOM RUX, LINDA FULLER, CAROLINE WERNER, TRACY CHASE, and DIANE GOLDENSOPH

**Absent** 2 - JORDYN CRANE, and JULES LEE

### 1. 2023 AAA Nutrition/Wellness Committee dates and time

*Committee members all agreed to keep the same meeting dates and times.*

2. [2022](#) HDM Waitlist/Freeze Policy  
[ACT-118](#)

**Attachments:** [HDM Wait List 10.11.22 Final](#)  
[HDM Wait List Draft](#)

*Angela and I presented this possible wait list/freeze policy to the focal point directors. There was one question – how would the amount of meals per focal point or meal site be assigned. We answered that – if there ever was a freeze or wait list that needed to start – the amount of meals you’re serving at your site would remain the same. Let’s say Middleton is serving 80 HDM – they would keep all 80 of those spots and someone would have to come off the list for them to add an individual. Their meals served would never go above that 80 count.*

*When we asked focal points for more feedback, one person said they didn’t like it, although they didn’t have a better solution. We all agreed that no one likes a policy that would prevent us from feeding older adults, but if the funding is not there, we need to have this policy in place.*

*I mentioned to the directors that I had a call in to my state elder nutrition program director regarding what other states have in place, since many other states DO already have wait lists.*

*In other states, the majority of states use a first on, first off wait list policy, but there’s a lot of communication around moving away from this method. After recently doing a national interview about how we use the Enhanced Determine Tool – states are wanting to implement that tool. The state of Maryland is the only location that’s using prioritization criteria similar to our proposed policy.*

**A motion was made by BRICKNER, seconded by CLAUSIUS, to approve the HDM Waitlist Policy as presented. The motion carried by the following vote:**

**Ayes:** 8 - BRICKNER, CLAUSIUS, SANDERS, RUX, FULLER, WERNER, CHASE and GOLDENSOPH

**Absent:** 2 - CRANE and LEE

## D. Presentations

*None.*

## E. Reports to Committee

### 1. 2023 AAA Budget Update

*AAA Manager Sridevi Mohan reported that all Nutrition budget requests were approved and added to the Dane County Human Services budget.*

### 2. Dietitian Program Update

[2022](#) Dietitian Program Update  
[RPT-543](#)

**Attachments:** [Nutrition Committee Update 11.2.22](#)

*Registered Dietitian and Healthy Aging Coordinator Shannon Gabriel summarized her activities for the year.*

### 3. Healthy Aging Program Update

[2022](#) Healthy Classes Offered  
[RPT-458](#)

**Attachments:** [2022 WIHA MASTER Schedule](#)

*GABRIEL shared all of the Healthy Aging classes that were scheduled for the entire year. It is hard to offer more classes as a lot of trainers had their certification lapse due to COVID.*

### 4. Chair & Staff Updates

*None.*

## F. Future Meeting Items and Dates

Next meeting: Wednesday, 1 February 2023, 11:30 am

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

*CHASE asked if there were certain meal sites that members should be attending. NewBridge sites mentioned. GABRIEL will be emailing a listing of all the meal sites and evaluation form to members again.*

*BRICKNER asked if there was more information about who would be catering meals next year. At the moment Little John's was selected as the caterer starting in 2023. The County Board Supervisor's will be voting on the approval at the December 15, 2022 meeting.*

## H. Such Other Business as Allowed by Law

*None.*

## I. Adjournment

**A motion was made by CHASE, seconded by BRICKNER, that the meeting be adjourned at 12:01 pm. The motion carried by the following vote:**

**Ayes:** 8 - BRICKNER, CLAUSIUS, SANDERS, RUX, FULLER, WERNER, CHASE and GOLDENSOPH

**Absent:** 2 - CRANE and LEE

*Minutes respectfully submitted by Cindy Matulle, AAA Clerk III.*