

AAA Committee Recommendation Report

Report to the AAA Board

Report prepared by: Shannon Gabriel

Date: 2/13/24

From: Access Committee Legislative/Advocacy Committee Nutrition/Wellness Committee

History/Related Actions:

Per the Senior Nutrition Program (SNP) – Operations Manual, any staff and volunteers under age 60, who provide direct service to the nutrition program, may be offered meals on a voluntary contribution (suggested donation \$4.50) basis if there are sufficient meals available for all eligible participants. The decision to offer this must be approved by the AAA Nutrition & Wellness Committee and AAA Board.

The previous Under Age 60 Staff and Volunteer Meal Policy was approved in 2004. At that time, direct service staff (nutrition coordinators) and volunteers of any age could receive a meal at the suggested donation rate. Underage Committee volunteers and other center staff were all required to pay the full cost of the meal, which was \$3.50. Currently, the full cost of the meal is \$17.20.

Financial/Budget/Other Resource Implications (if any):

Over the past few years, SNP has gone over budget due to overutilization from COVID-19, and most recently due to higher food, supplies, and transportation costs. This short-fall has been supplemented with ARPA (American Rescue Plan Act) and Dane County funding. In 2023, we used approximately \$320,000 in ARPA funding and had to request an additional \$135,000 in county funding to continue operations. ARPA funding is approximately \$59,000 in 2024 and it goes away after this year.

In 2023, we served 1,235 meals to individuals that were not eligible for the program (known as ineligible meals), which cost \$19,068.40. We only received full-cost payments for 11 of these meals, or \$169.84. The remaining balance was paid by using Dane County levy funding.

How did this happen?

- Site coordinators didn't follow through on collecting payment for under age 60 meals
 - Many of these meals were for staff at centers that are ineligible and are not direct service providers to the nutrition program, yet they're ordering a meal for free or by donation. This was not allowed in the 2004 policy and there is supporting documentation from 2017 that a reminder was sent about these meals not being allowed. Still, somehow these meals became a grey area over the years and have never stopped. In January 2024, AAA made it clear that these meals needed to stop immediately. The ineligible meals will be detailed out on the meal policy so all other under age 60 center staff understand they can only participate at full cost.
 - Underage adults (ex: age 58) are coming in to eat and a full cost payment is not being collected. (No assessment completed or fee is not collected before meal is provided.)

- They may have collected a full cost payment, but didn't report it correctly on the monthly report to AAA. It's possible it was reported as a donation.
- Out of 25 nutrition site coordinators, 9 are under age 60 (ineligible meals). Underage coordinator meals totaled 670 meals in 2023 or \$10,344.80. These are paid by using Dane County levy funding.

Who	Ineligible meals	Cost \$
Under age 60 Nutrition Coordinators	670	10,344.80
Under age 60 - Full cost collected	11	169.84
Under age 60 - No funds collected	554	8,553.76
Total	1235	19,068.40

2024 rates:

Suggested Donation: \$4.50, but please pay only what you can afford

Under Age 60 Full Cost: \$17.20

Recommendation:

AAA and the Nutrition & Wellness Committee recommends offering meals at the suggested donation rate to under age 60: 1) SNP volunteers 2) Nutrition & Wellness Committee Members while conducting two annually required dining site reviews, and 3) Dane County AAA Staff while conducting annual safety and sanitation site visits.

AAA and the Nutrition & Wellness Committee recommends offering meals at full cost to under age 60 Senior Nutrition Program Staff (nutrition coordinators) at full cost.

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.

Attachments:

Dane County Senior Nutrition Program Staff and Volunteer Meal Policy DRAFT