

**DANE COUNTY AREA AGENCY ON AGING BOARD**  
**NUTRITION/WELLNESS COMMITTEE**  
DESCRIPTION

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The AAA Board Chair shall appoint all members of the Nutrition/Wellness Committee. At-large member appointments must be approved by the full AAA Board. At least two (2) members of the Committee shall be members of the AAA Board. All Committee members shall be residents of Dane County and a majority shall be 60 years of age or older. Committee members shall serve no more than two (2) consecutive three (3)-year staggered terms. A Chair and Vice-Chair shall be elected annually by the Committee and have voting rights; they will report periodically to the AAA Board.

The Nutrition/Wellness Committee advises the staff of the Senior Nutrition Program on all matters relating to the delivery of nutrition and nutrition supportive services. An emphasis on Prevention Programs is included in the philosophy and activities of the Nutrition/Wellness Committee. Positions taken by the Nutrition/Wellness Committee shall reflect the approved Dane County Legislative Agenda and follow state policies. The Nutrition/Wellness Committee may also make recommendations to the AAA Board on evolving senior issues.

The Nutrition/Wellness Committee shall:

1. Advocate for older adults, including those with disabilities, to enable them to maintain full potential, enhance quality of life, and affirm the dignity and value of older adults by supporting their choices for living in their own community.
2. Promote policies and programs that enhance and increase the nutritional status of senior adults and prevent more costly health problems.
3. Meet with participants at senior dining centers to ask about their satisfaction with the meals, as well as programs and services connected with the meals.
4. Survey consumers and staff regarding transportation issues related to participation in the Senior Nutrition Programs.
5. Review specific Senior Nutrition Program policies as indicated by state policies as needing local determinations.
6. Develop and recommend standards for senior dining centers and home-delivered meals for use in contracts and site reviews.
7. Review meal and participant data regarding each senior dining site and/or home-delivered meal provider and make recommendations to the AAA Board about locations and performance of Dane County nutrition providers.
8. Inform the public about the benefits and costs of the Senior Nutrition Program.
9. Assist staff with special projects, such as measuring outcomes and assisting with provider reviews.
10. Review and make recommendations regarding Prevention Programs.
11. Represent and speak on behalf of nutrition program participants and programs.
12. As a liaison group, communicate between the nutrition and prevention programs and the general public.
13. Make contacts with potential nutrition and prevention program volunteers and participants, and with potential Nutrition/Wellness Committee members.
14. Set triennial goals for program improvements.
15. Review committee description annually.

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*Approved by Nutrition/Wellness Committee: 2/11/20, 2/10/21 & 2/1/23, 5/8/24, 2/5/25  
Approved by AAA Board: 3/2/20, 3/1/21 & 3/1/23, 7/1/24*