

**Waupaca County Nutrition Advisory Council Meeting Minutes**

**Thursday May 18, 2017**

**1:30 PM**

**Marion Nutrition Site**

**325 W. Garfield Ave.**

**Marion WI, 54950**

*This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so that the citizenry may be aware of the time, place and agenda of this meeting.*

**Carl Kietzmann called this meeting to order at 1:30pm. Quorum was established.**

**Members Present:** Caroline Adams, Carl Kietzmann, Janet Reilly, Wayne Laux

**Members Absent:** Mary Wais, Bette Kaminske, Barbara Quinn, Carol Elvery

**Others Present:** Nancy Peters, Joann Samack, Melissa Anderson, Lois Dorscaner

- I. **Adoption of Agenda:** Motion made by Caroline Adams, second by Wayne Laux. **Motion Carried.**
- II. **Adoption of Minutes of November 17, 2016 Meeting:** Motion by Janet Reilly, second by Joann Samack. **Motion Carried.**

**Public Comment:** None

- III. **Update on Caterer Concerns- Crossroads Care Center of Weyauwega** **Update**  
Melissa Anderson shared concerns regarding the meals provided by Crossroads Care Center. Reports received from both Weyauwega and Waupaca nutrition sites state food has been over cooked and inconsistencies with the portion size. Crossroads care center has been short on meals leaving participants without food. Concerns specific to food quality and portion size occur on a weekly basis at both sites. Caterer has been unable in all instances to correct these concerns. Waupaca nutrition site manager Joanne Samack explained since January, 2017 twelve participants have left the program, participants have reported to Joanne reason for leaving was due to food quality. Committee members advised Waupaca County DHHS look into termination of the contract.
- IV. **Congregate Participation as of January 1, 2017** **Update**  
Agenda item tabled participant numbers will be reported during the August 17, 2017 Nutrition Advisory Committee.
- V. **Introduction of Volunteer Policy** **Update**  
Melissa Anderson explained to the group volunteer policy which has been implemented and will be in effect for all volunteers at Waupaca County DHHS.
- VI. **Adjourn:** Motion to adjourn made by Wayne Laux, second by Barbara Quinn. **Motion Carried.**

**Next Meeting – Thursday August 17, 2017 -**

**Clintonville Nutrition Site  
30 South Main St.  
Clintonville, WI 54929**

Respectfully Submitted:  
Melissa Anderson