

Manitowoc County Nutrition Project Council
Hmong Community Dining Site – Manitowoc Co. Office Complex
4319 Expo Dr. Manitowoc
Tuesday, November 12, 2019

Members Present: Darlyene Lau, Randy Loose, Donna Casper, Fran Pitz

Guest: Carol Martin

Meeting called to order by Darlyene Lau at 10:00A.M.

Motion made by Randy Loose, seconded by Donna Casper to accept the minutes from August 19, 2019.
Motion carried.

Motion made by Donna Casper, seconded by Randy Loose to accept the agenda for November 20, 2019.
Motion carried.

Public Comment – none

Correspondence – none

Legislative – none

Nutrition:

- a. Closure of Manitou Manor meal site – this meal site no longer meets the State of WI guidelines of a site that primarily serves the 60 or older senior population. The last day of meal service will be Thursday, December 19, 2019. The Senior Nutrition Coordinator met with the participants. Meal site participants who are 60 or older can attend another site or if they feel they are homebound to contact the ADRC for more assistance. No additional concerns or questions were asked.
- b. Hmong Community Meal Site 2020 – this meal site will continue. It has been every Tuesday but will be moving to Thursdays in 2020.
- c. Site Manager at Dyckesville meal site – resigned and position is being looked at for candidates to fill. It is open every Monday.
- d. Konop Catering Visits to Meal Sites – In October and November, David Herrera – Food Service Director – has been visiting every meal site in both Manitowoc and Kewaunee Counties talking with the participants, volunteers and staff to discuss the food likes, dislikes and overall service. It has been a wonderful opportunity for him to see each meal site and for the participants to have input into future menus.
- e. HDM Late Cancellations/Undeliverable Notices – it was identified the cost to the program for late cancellations and undeliverable meals. State of WI guidelines does not let us to count these meals and they cannot be on the donation letter sent to participants. Our goal is to provide meals to all those in need so it is important for us to manage the limited funds that we receive wisely. The site manager will send a notice the next delivery day to any participant who has a late cancellation or undeliverable explaining this to them. The Senior Nutrition Coordinator will review these monthly to determine need for program.
- f. Meal Count/Volunteer Hours 2019 – reviewed data through October 2019.
- g. 2020 Donation Prices – will remain the same as 2019 – Suggested donation of \$5.00 per meal.
- h. Dining Site Assessment of the Hmong Community Site – completed

ADRC Updates - none

Miscellaneous

- a. Donna Casper asked where to find information about upcoming events/information from the ADRC. A monthly article is published in the Herald Times Reporter. It can also be located on their website under the opinion section. All information is also available on the ADRC of the Lakeshore web site. Lots of information is also shared on our Facebook page.

The next meeting will be:

April 2020 – date and location to be determined.

Darlyene Lau made a motion to adjourn at 11:00am and Randy Loose seconded. Motion carried.

Respectfully submitted by:

Kim Loose, Nutrition Program Coordinator

