



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Wednesday, January 19, 2011

**TIME:** 9:30 a.m.

**PLACE:** Manitowoc Senior Center, 3330 Custer Street, Manitowoc, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Input
5. Correspondence
6. ADRC Updates
  - a. Transportation Update
  - b. The National Center for Freight & Infrastructure Research & Education (CFIRE) Survey
  - c. Recent Scams
7. Legislative
  - a. Medicare Part C & D
  - b. Homestead Tax & Income Tax
  - c. Federal Benefits Payment Update
  - d. New Two Rivers Member
  - e. Vacant Secretary Position
  - f. Gas Mileage Increase
8. Nutrition Report
  - a. 2010 Farmers' Market Results
  - b. Meal Site Update
  - c. 2010 Meal Site Wrap-up
  - d. Meal Site Evaluations
9. Next Meeting Date – March 16, 2011
10. Adjournment

Date: January 10, 2010

Paul Gintner, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY NUTRITION PROJECT COUNCIL**  
**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, January 19, 2011**

Meeting called to order by Paul Gintner at 9:30 A.M.

**Members Present:** Marian Christel, Linda Frish, Joan Funk, Arthur Heberlein, Ethel Heberlein, Laverne Jorgensen, Betty Kvitek, Darlyene Lau, Agnes Schmidt, Eleanor Shea, Randall Loose, Alice Matthias, Paul Gintner, Bernice Krueger.

**Members Excused:** Judy Ruggirello, Dorothy Ulness, William Ahearn, Gloria Mlada.

Motion made by Ethel Heberlein, seconded by Arthur Heberlein to accept the agenda for January 21, 2011. Motion carried.

**Public Input** – None

**Correspondence** – None

**ADRC Updates –**

**Transportation Update** – Linda Grider could not attend, Judy presented for her. ADRC received a grant which allows Linda to stay employed as the Mobility Manager. Manitowoc Co. received 150 transportation surveys from the Dept. of Transportation. This survey is to help with long range transportation planning and to see the future needs of the older population.

The state has requested an RFP for someone to manage a medical assistance ride program. Starting July 1, 2011, people who receive medical assistance can call one main phone number and they will find places that provide rides to people on medical assistance. This company may be calling transportation services to set up contracts starting in May or sooner. Judy said she can come to Kiel to explain this program more in depth.

Ethel presented some facts about the Kiel transportation program. In 2010, Kiel cars drove 16,203 miles, transported 1918 passengers, and volunteers donated 1945 hours.

**Legislative –**

**Medicare Part C & D** – People can't move from one advantage plan to another like they could last year, but they can move back to traditional Medicare, must be done by Feb. 14. Holy Family Memorial hospital does not accept the AARP plan like they have in the past.

**Homestead Tax & Income Tax** – The schedule is out for filing taxes at rural sites and housing units. A press release will also be in the paper. The schedule does not begin until after Feb. 1.

**Federal Benefits Payment Update** – All federal benefit payments will be going paperless as of 2013. Money will be direct deposited into a bank account. If someone does not have a bank account the money will be put on a debit card.

**New Two Rivers Member** – Gloria Mlada has resigned from Nutrition Project Council. Paul also said that Dorothy Ulness is thinking about resigning.

**Vacant Secretary Position** – Since Gloria Mlada is resigning there is a vacant secretary position. Elections will be held in March.

**Gas Mileage Increase** – Gas mileage reimbursement is set at \$0.51 per mile for 2011.

**Nutrition Report –**

**2010 Farmers' Market Results** – In 2010, Manitowoc received 350 sets of Farmers' Market vouchers (one voucher was worth \$25), 100% were distributed for a total of \$8750. 87% were redeemed for a total of \$7580.

**Meal Site Update** – The Meal Site Manager from Manitou Manor, Jacque, has returned to work after a car accident. She has also been helping Alyssa do initial Home Delivered meal home visits.

**2010 Meal Site Wrap-Up** – Alyssa compiled data from 2010 which included total number of meals ordered, congregate and home delivered meal numbers, COP/Family Care meal numbers, and donation amounts for each site.

**Meal Site Evaluations** – Two more evaluations need to be turned in. Alyssa will compile the results for the March meeting. In March new meal sites will be picked for 2011 evaluations.

The 2011 Senior Banquet will be held Thursday, May 12, at noon, at Gills in Whitelaw. It is hosted by the Francis Creek/Rockwood Senior Club.

The ADRC received low vision calendars this year. If anyone is interested in a calendar stop by the ADRC.

The next Stepping On class will be held at the Reedsville Manor starting Friday, April 29, 8:30-10:30. It will be held every Friday for seven weeks.

Next meeting will be March 16, 2011 at the Manitowoc Senior Center.

Eleanor Shea made a motion to adjourn, Linda Frish seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke.



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Wednesday, March 16, 2011

**TIME:** 9:30 a.m.

**PLACE:** Manitowoc Senior Center, 3330 Custer Street, Manitowoc, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Input
5. Correspondence
  - a. UWGB Grandparent's University
6. ADRC Updates
  - a. Recent Scam
  - b. Medicaid Transportation
  - c. Senior Club Banquet Reminder
7. Legislative
  - a. Budget Repair Bill
  - b. Older Americans Act Reauthorization
  - c. Elections
  - d. Vacant Positions
8. Nutrition Report
  - a. Meal Site Evaluations 2011
  - b. 2010 Dietary Guidelines
  - c. Nutrition News
9. Next Meeting Date – May 18, 2011
10. Adjournment

Date: March 2, 2010

Paul Gintner, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**MANITOWOC COUNTY NUTRITION PROJECT COUNCIL**  
**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, March 16, 2011**

Meeting called to order by Paul Gintner at 9:30 A.M.

**Members Present:** Marian Christel, Joan Funk, Paul Gintner, Laverne Jorgensen, Darylene Lau, Randall Loose, Alice Matthias, Judy Ruggirello, Eleanor Shea, Agnes Schmidt

**Members Excused:** William Ahearn, Linda Frish, Arthur Heberlein, Ethel Heberlein, Bernice Krueger, Betty Kvitek, Dorothy Ulness, Gloria Mlada

Motion made by Judy Ruggirello, seconded by Alice Matthias to accept the minutes from January 19, 2011. Motion carried.

Motion made by Marian Christel, seconded by Agnes Schmidt to accept the agenda for March 16, 2011. Motion carried.

**Public Input** – None

**Correspondence** – Alyssa presented a flyer she received from UW Green Bay. They are hosting a Grandparent's University in July that grandchildren can attend with their grandparents.

**ADRC Updates** –

**Recent Scam** – The Social Security alerted the ADRC of a recent scam in which the scammer promises to guarantee delivery of the monthly Social Security and SSI check should government employees not be in the office to forward the check. Do not give out any information to this person and report them to the SS office immediately. SS payments are paid by a trust; nothing can hold back the payment of the monthly check. The more complaints the SS office receives about a specific scam the harsher fine or punishment the scammer can receive if caught.

Marian shared a scam presented by the TRIAD volunteers. A small hole is found under the lock on the outside of a car door. This allows the intruder access into the car. They target cars that contain a GPS device. They find out where you live and when you return home your house has been broken into. Marian also shared that she has been receiving letters saying there will be no money left for Social Security and they are asking for donations. Do not donate any money. This is also a scam.

**Medicaid Transportation** – Judy and Linda Grider, ADRC Mobility Manager, are attending a meeting in Green Bay tonight with Logisticare. The state has contracted with Logisticare to find transportation for those on Medical Assistance. Logisticare will be looking for volunteers (individuals or transportation providers) to contract with to transport individuals who receive Medical Assistance. After this meeting the ADRC will set up a meeting for people to find out more about this program.

**Senior Club Banquet Reminder** – The Senior Club banquet will be on Thursday, May 12, at noon at Gills in Whitelaw. Tickets are \$13.00; Alyssa has sent them to the Senior Club Presidents. Entertainment will be the band Mystic Moods.

**Legislative** –

**Budget Repair Bill/ Older Americans Act Reauthorization** – Judy hopes to have an insurance specialist hired and trained on all Medicare programs, Senior care, supplemental insurance, Part D, etc. who will be working throughout the entire county. This person will help people make decisions as to which program to enroll in.

The budget repair bill has not affected the nutrition program. The nutrition program received economic stimulus money during the past year. In order to prepare for this year, \$22,000 of meal site donations were carried over to offset the lack of stimulus money this year.

There is a Family Care audit in the new budget proposal. This may result a freeze to the wait list. The only way a new person could enroll in Family Care is if someone no longer wants Family Care services, they move out of the county or state, or are deceased.

The ADRC is currently working with Kewaunee county to set up a combined, two county, ADRC with an anticipated start date of April 2012. Kewaunee is not a large enough county to support their own ADRC. The Manitowoc County ADRC will receive an additional \$40,000 in order to accomplish this.

Alyssa shared an email she received from NEW Curative, a low income Senior Services Program. The meal site managers in Reedsville and at Manitou Manor are employed through this program. The proposed budget will possibly cut \$550 million from the program.

Nutrition Project Council members are encouraged to contact their state representatives to let them know how they feel.

**Election of Officers** – Because of the small attendance at the meeting it was decided to hold elections at the May meeting.

**Site Representative Vacancies** – There are vacant positions for Manitowoc Senior Center (1), Two Rivers (1), and Valders (1). Alyssa will call the senior club presidents and have them recruit new council members. Current members discussed the difficulties in finding members.

#### **Nutrition Report –**

**Meal Site Evaluations** – Meal sites were picked.

Cleveland will evaluate Kiel

Kellnersville will evaluate Two Rivers

Kiel will evaluate Valders

Manitowoc Senior Center will evaluate Mishicot

Mishicot will evaluate Cleveland

Reedsville will evaluate Manitowoc Senior Center

St. Nazianz will evaluate Reedsville

Two Rivers will evaluate St. Nazianz

Valders will evaluate Manitou Manor

**2010 Dietary Guidelines** – Alyssa shared the newly published 2010 Dietary Guidelines.

**Nutrition News** – Alyssa shared new research in nutrition. Eggs contain less cholesterol and more Vitamin D than they have in the past. Salt affects blood vessels within 30 minutes of consuming it. This can cause a reduction in the ability of the blood vessels to widen.

Next meeting will be May 18, 2011 at the Manitowoc Senior Center.

Eleanor Shea made a motion to adjourn, Joan Funk seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke.



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Wednesday, May 18, 2011

**TIME:** 9:30 a.m.

**PLACE:** Manitowoc Senior Center, 3330 Custer Street, Manitowoc, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Open Meeting Compliance
2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Input
5. Correspondence
  - a. Scam
  - b. CWAG Meetings
6. ADRC Updates
  - a. MA Brokerage Transportation
  - b. Senior Health Fair
7. Legislative
  - a. 2011-2013 Budget Bill
  - b. Introduction of New Council Members
  - c. 2011 Elections
8. Nutrition Report
  - a. Reedsville Meal Site Manager Vacancy
  - b. Meal Site Evaluations 2010 Results
  - c. New Evaluation Form
  - d. Nutrition News
9. Next Meeting Date – July 20, 2011
10. Adjournment

Date: May 3, 2011

Paul Gintner, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

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**MANITOWOC COUNTY NUTRITION PROJECT COUNCIL**  
**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, May 18, 2011**

Meeting called to order by Paul Gintner at 9:30 A.M.

**Members Present:** Marian Christel, Linda Frish, Joan Funk, Paul Gintner, Rosie Gintner, Arthur Heberlein, Ethel Heberlein, Laverne Jorgensen, Glenn Kruse, Betty Kvitek, Darlyene Lau, Randall Loose, Alice Matthias, Mitzi Pilon, Judy Ruggirello, Eleanor Shea, Agnes Schmidt

**Members Excused:** None

Motion made by Arthur Heberlein, seconded by Judy Ruggirello to accept the minutes from March 16, 2011. Motion carried.

Motion made by Alice Matthias, seconded by Linda Frish to accept the agenda for May 18, 2011. Motion carried.

**Public Input** – None

**Correspondence** –

**Scam** – An email scam has been reminding people that all cell phone numbers are being released to telemarketing companies and they will start to receive sales calls. The person will be charged with these calls. To prevent the calls you must call a phone number to request your number to be removed from the call list. This is false and you should not call the no-call list number. There is also a person visiting apartments in Manitowoc (Manitou Manor and Village Green West) in a white coat claiming to be a doctor. Do not let this person in or give out any information.

**CWAG Meetings** – Alyssa presented the agenda for the next CWAG meeting. Alyssa gets all the correspondence from CWAG and wanted to know if anyone was interested in being contacted about the meetings. The ADRC will pay the registration fee and the gas mileage. Judy Ruggirello expressed interest in the meetings; Alyssa will call Judy with all CWAG information she receives. Several of the Senior Clubs are interested in how to become a CWAG member. Alyssa will bring more information to the July meeting.

**ADRC Updates** –

**Medical Assistance Brokerage Transportation** – Judy Rank presented. Starting July 1, 2011 anyone using MA transportation will have to contact Logisticare, a brokerage service that finds rides for MA participants. Logisticare is contacting counties looking to set up contracts with volunteer drivers. The county is no longer in charge of setting up ride for MA participants. Family Care and nursing homes still must book their own MA rides and bill for them. There is a charge of \$1.06 to everyone enrolled in MA that will cover the cost of transportation. The first time someone calls Logisticare to book a ride they will have to answer a set of questions which serves to eliminate those who can use other forms of transportation (public transportation or family). Judy assured everyone that Manitowoc County will not give out volunteer driver names to Logisticare. If anyone is contacted by Logisticare to become a transportation provider they should first contact the ADRC to discuss all the requirements of the contract. Logisticare has not made contact with Judy Rank or the ADRC.

**Senior Health Fair** – The first annual Senior Health Fair, “Age Strong, Live Long” will be Wednesday, May 25 from 1 p.m. – 4 p.m. at the Manitowoc Ice Center. There are 56 vendors signed up. There will be three presentations throughout the afternoon: Jack Cashman on Estate Planning and Power of Attorney, Lynn Seidl-Babcock on Hospice and End of Life Issues, and the Centers for Medicare and Medicaid Services. There will be a health food court based off of Festival Foods NuVal nutrition scoring system. The day will end with door prizes and bingo. Admission is free.



## **Legislative –**

**2011-2013 Budget Bill** – The budget bill has not been passed yet. Judy encouraged everyone to advocate for changes they would like to see. The new budget will put a cap on Family Care enrollments. In 2009 there were 350 people on the Family Care wait list. The goal was as of April 1, 2013 Manitowoc County would be an entitlement county: everyone on the wait list will be served and anyone that comes to the ADRC looking to enroll in Family Care will be served. The ADRC wait list is still at 320. 2015 is the new goal for Manitowoc County to become an entitlement county.

## **Introduction of New Council Members –**

Valders – Rosie Gintner

Two Rivers – Glenn Kruse & Mitzi Pilon

Alyssa will call someone to serve as a Manitowoc Senior Center representative.

## **2011 Elections –**

President – Darlyene Lau

Motion made by Glenn Kruse, seconded by Alice Mathias. Motion carried.

Vice President – Paul Gintner

Motion made by Glenn Kruse, seconded by Judy Ruggirello. Motion carried.

Secretary – Linda Frish

Motion made by Alice Mathias, seconded by Agnes Schmidt. Motion carried.

## **Nutrition Report –**

**Reedsville Meal Site Manager Vacancy** – The ADRC is looking for volunteers to serve as the Reedsville Meal Site Manager starting July 1, 2011. There is one woman currently interested and she is training.

**Meal Site Evaluation 2010 Results** – Alyssa went through the results of the 2010 meal site evaluations. There were no major issues to be addressed. Alyssa also gave out a new evaluation form to everyone.

**Nutrition News** – Surveys have been distributed to all home delivered and congregate meal site participants. The congregate participants are also asked to fill out an updated assessment form so the ADRC can update emergency contacts, address, phone number, etc.

Next meeting will be July 20, 2011 at the Manitowoc Senior Center.

Glenn Kruse made a motion to adjourn, Marian Christel seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke.



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
**MEETING NOTICE**

**DATE:** Wednesday, July 20, 2011

**TIME:** 9:30 a.m.

**PLACE:** Manitowoc Senior Center, 3330 Custer Street, Manitowoc, WI

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the council may convene in closed session. The following matters may be considered and acted upon at the meeting:

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2. Regular Business (Roll Call, Previous Minutes, etc.)
3. Agenda Approval
4. Public Input
5. Correspondence
  - a. Senior Appreciation Day
6. Legislative
  - a. Logisticare
  - b. Family Care Cap
7. ADRC Updates
  - a. Arthritis Toolkit
  - b. 'Get the Meds Out' Program
  - c. Volunteer Banquet 2011
8. Nutrition Report
  - a. Mileage Reimbursement Update
  - b. Reedsville Meal Site Update
  - c. Reedsville Meal Site Manager Update
  - d. Meal Site Evaluations 2010 Results
  - e. Nutrition News
9. Next Meeting Date – September 21, 2011
10. Adjournment

Date: July 5, 2011

Paul Gintner, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

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**MANITOWOC COUNTY NUTRITION PROJECT COUNCIL**  
**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, July 20, 2011**

Meeting called to order by Darlyene Lau at 9:30 A.M.

**Members Present:** Marian Christel, Joan Funk, Paul Gintner, Rosie Gintner, Arthur Heberlein, Ethel Heberlein, Glenn Kruse, Betty Kvitek, Darlyene Lau, Alice Matthias, Mitzi Pilon, Judy Ruggirello, Eleanor Shea, Agnes Schmidt

**Members Excused:** Linda Frish, Laverne Jorgensen, Randall Loose, Patti Wallander

Motion made by Judy Ruggirello, seconded by Ethel Heberlein to accept the minutes from May 18, 2011. Motion carried.

Motion made by Arthur Heberlein, seconded by Paul Gintner to accept the agenda for July 20, 2011. Motion carried.

**Public Input** – none

**Correspondence** –

**Senior Appreciation Day** – Kindred Hearts Senior Living is hosting a free Senior Appreciation Day on August 22, 10 a.m., at the Manitowoc Senior Center. There may be manicures, pedicures, shoulder massages, make-up demonstrations, free craft projects, balance testing, blood pressure screening, brain games, and more.

**Legislative** – The budget passed which places caps on many services. There are no cuts to the Older American's Act as of now. The ADRC is still going to receive MIPPA money. This money has allowed them to hire Amy Bensfeld who will be visiting areas of the county weekly/monthly to answer questions regarding Part D or insurance changes. She will be assisting Kim Jacquart-Franzen and those turning 65 years old.

**Logisticare** – They have contracted with only one provider in Manitowoc County: CR Mobility/Holy Family Memorial. Both organizations are collaborating together; CR Mobility will provide the actual transportation, Holy Family will disbatch. Volunteer drivers who sign a contract with Logisticare must take an annual drug test, have a car inspection once/year, and be CPR/First Aid certified. They may also be penalized if they run late in picking up a MA client. The ADRC has not signed a contract.

**Family Care Cap** – Because of budget cuts, a cap has been placed on Family Care enrollment. As of now the goal is to remove 15 people/month from the wait list. With the cap, only about 3 people will be removed from the wait list per month. The only way there will be new enrollees to the program is through nursing home relocation and attrition. Judy Ruggirello shared that Wisconsin County Executives are still fighting to prevent the Family Care cap.

**ADRC Updates** –

**Arthritis Tool Kit** – The Arthritis Foundation has loaned the ADRC two Arthritis Toolkits to loan out to anyone with arthritis for 4-6 weeks at a time. The kits contain an Arthritis Helpbook, information sheets, self-tests, action plans, and relaxation and exercise CD's. There is also a survey that will help the Foundation make changes to the tool kit. Anyone interested should call the ADRC to be placed on the wait list.

**Get the Med Out Program** – Envelopes will be available to people to mail in their un-used medications for disposal. The envelopes will also be provided to Home Delivered Meal recipients. More information to come.

**Volunteer Banquet 2011** – Alyssa is looking for entertainment ideas for this year's volunteer banquet. Everyone agreed they would like to see a Clipper City Chordsman quartet again.

**Nutrition Report –**

**Mileage Reimbursement Update** – As of July 1, 2011 the mileage reimbursement for volunteers has increased to 55.5 cents/mile.

**Reedsville Meal Site/Manager Update** – There are two new volunteer meal site managers at the Reedsville meal site. Starting in September, Friday delivery will begin again. Alyssa is still looking for a manager for Fridays.

**Meal Site Evaluation 2010 Results** – Alyssa shared the results from last year's evaluations. There are no major concerns.

**Nutrition News** – Alyssa shared some up-to-date nutrition information regarding dehydration/water and a new stroke indicator.

Next meeting will be September 21, 2011 at the Manitowoc Senior Center.

Glenn Kruse made a motion to adjourn, Arthur Heberlein seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke.



**MANITOWOC COUNTY**  
**AGING & DISABILITY RESOURCE CENTER NUTRITION PROJECT COUNCIL**  
**MEETING NOTICE**

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4. Public Input
5. ADRC Updates
  - a. Park D Open Enrollment
  - b. Volunteer Banquet 2011
  - c. Arthritis Toolkit
  - d. Get the Meds Out!
6. Legislative
  - a. Nutrition Project Council Bylaws
7. Nutrition Report
  - a. NSIP report
  - b. Nutrition News
8. Next Meeting Date – November 16, 2011
9. Adjournment

Date: September 8, 2011

Darlyene Lau, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

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**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, September 21, 2011**

Meeting called to order by Darlyene Lau at 9:30 A.M.

**Members Present:** Linda Frish, Joan Funk, Paul Gintner, Rosie Gintner, Arthur Heberlein, Ethel Heberlein, Glenn Kruse, Betty Kvitek, Darlyene Lau, Alice Matthias, Mitzi Pilon, Judy Ruggirello, Eleanor Shea, Agnes Schmidt

**Members Excused:** Marian Christel, Laverne Jorgensen, Randall Loose, Patti Wallander

Motion made by Judy Ruggirello, seconded by Glenn Kruse to accept the minutes from July 20, 2011. Motion carried.

Motion made by Ethel Heberlein, seconded by Arthur Heberlein to accept the agenda for September 21, 2011. Motion carried.

**Public Input** – none

**ADRC Updates –**

**Part D Open Enrollment** – Kim Jacquart-Franzen, Elderly Benefit Specialist at the ADRC, spoke about Medicare Part D and making changes to Part D or open enrollment plan for 2010. The dates of enrollment have changed to Oct. 15-Dec. 7, 2011. The plan chosen depends on what medications you take. The ADRC will help you pick a plan and enroll. A person should review their options every year. You may either go to the ADRC, the Manitowoc and Two Rivers Senior Centers or the Kiel Community Center where staff or trained volunteers will change or enroll you in a plan.

**Volunteer Banquet 2011** – The volunteer banquet is Thursday, Oct. 20 at Silver Valley at 1:30 p.m. Entertainment will be the Two Rivers Senior Center Chorus.

**Arthritis Tool Kit** – The Arthritis Foundation has loaned the ADRC two Arthritis Toolkits to loan out to anyone with arthritis for 4-6 weeks at a time. The kits contain an Arthritis Helpbook, information sheets, self-tests, action plans, and relaxation and exercise CD's. There is also a survey that will help the Foundation make changes to the tool kit. Anyone interested should call the ADRC to be placed on the wait list.

**Get the Med Out Program** – Pre-paid envelopes will be available at the ADRC for people to mail in their un-used medications for disposal. The envelopes will also be provided to Home Delivered Meal recipients.

**Legislative –**

**Nutrition Project Council Bylaws** – The bylaws have not been updated since 1997. Alyssa presented the bylaws and possible updates. A motion was made by Linda Frish and seconded by Mitzi Pilon to allow Alyssa to make necessary changes and present them again at the November meeting with intentions of finalizing the bylaws at the January 2010 meeting.

**Nutrition Report –**

**NSIP Report** – This will be presented at the November meeting.

**Nutrition News** – Alyssa shared some up-to-date nutrition information regarding olive oil and its relationship to strokes and also new exercise guidelines.

Next meeting will be November 16, 2011 at the Manitowoc Senior Center.  
Mitzi Pilon made a motion to adjourn, Glenn Kruse seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke.



**MANITOWOC COUNTY**  
**Aging & Disability Resource Center Nutrition Project Council**  
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5. Correspondence
6. ADRC Updates
  - a. ADRC of the Lakeshore
  - b. Volunteer Banquet 2011
7. Legislative
  - a. Nutrition Project Council Bylaws update
  - b. Membership
8. 2011 Evaluations
9. Nutrition Report
  - a. NSIP report
  - b. Nutrition News/Scams
10. Next Meeting Date – January 18, 2012
11. Adjournment

Date: November 3, 2011

Darlyene Lau, Chair

By: Alyssa Gaedtke, RD, CD, Nutrition Coordinator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY NUTRITION PROJECT COUNCIL**  
**Manitowoc Senior Center, 3330 Custer Street, Manitowoc**  
**Wednesday, November 16, 2011**

Meeting called to order by Darlyene Lau at 9:30 A.M.

**Members Present:** Marian Christel, Linda Frish, Rosie Gintner, Arthur Heberlein, Ethel Heberlein, Laverne Jorgensen, Glenn Kruse, Betty Kvitek, Darlyene Lau, Randall Loose, Mitzi Pilon, Judy Ruggirello, Eleanor Shea

**Members Excused:** Joan Funk, Paul Gintner, Alice Matthias, Agnes Schmidt, Patti Wallander

Motion made by Ethel Heberlein, seconded by Glenn Kruse to accept the minutes from September 21, 2011. Motion carried.

Motion made by Mitzi Pilon, seconded by Glenn Kruse to accept the agenda for November 16, 2011. Motion carried.

**Public Input** – none

**Correspondence** – none

**ADRC Updates** –

**ADRC of the Lakeshore** – Alyssa read a document from Judy Rank:

Beginning January 3, 2012 the ADRC will be expanding its services to include coverage to residents of Kewaunee County. This means that the ADRC will be providing information and assistance services to long term care resources to the developmentally disabled populations, physically disabled populations, and elderly populations of residents in both Manitowoc and Kewaunee Counties. Kewaunee County will have an ADRC office located in the administrative building in Kewaunee. It will be staffed by 2 information and assistance specialists and a part time disability specialist. The administrative building in Kewaunee County also houses the aging programs - which includes the nutrition programs, elderly benefit specialist, transportation programs and care giving programs. The Manitowoc aging programs are part of the Manitowoc ADRC programs.

In 2012 Manitowoc and Kewaunee County will be evaluating its current aging programs in their respective county. Both county aging departments will be holding focus groups and other information meetings to look at the feasibility of combining the two county programs into one. Senior groups will be invited to evaluate the current services for seniors in each county. They will be asked to provide input on programs that are important and need to be preserved or expanded. They will also be asked to identify the current needs of this population, look to future needs of this population, and make recommendations on programs that need to be developed to meet these needs if the two counties were to combine the aging programs.

We are looking for volunteers who may be interested in helping to set up meetings or assist in facilitating these meetings. Thanks Judy

**Volunteer Banquet 2011** – Everyone thought the banquet went well but some could not hear the entertainment. Council members gave suggestions for entertainment next year.

**Legislative** –

**Nutrition Project Council Bylaws Update**– Alyssa updated the bylaws according to the discussion at the November meeting. A motion was made by Glenn Kruse and seconded by Marian Christel to accept the bylaw changes. Motion carried.

**Membership**– Patti Wallander informed Alyssa she no longer wants to serve as a representative on the Nutrition Project Council. The Manitou Manor positions have been vacant for several years. Alyssa will try and recruit two representatives. Currently there is one vacancy for Manitowoc Senior Center and two vacancies for Manitou Manor.



**2011 Evaluations** – Site evaluations have been completed by Kellnersville (evaluated Two Rivers), Kiel (evaluated Valders), and Two Rivers (evaluated St. Nazianz). All evaluations need to be turned in by the January 2012 meeting. New sites will be picked at that meeting as well.

**Nutrition Report –**

**NSIP Report** – Alyssa presented the meal program numbers from July 2010 and July 2011. There have been decreases in almost all areas of the nutrition program with significant decreases to the number of Family Care meals provided. This is happening state-wide. Alyssa will compile all 2011 statistics and present at the January 2012 meeting.

**Nutrition News** – Alyssa shared some up-to-date nutrition information regarding the MyPlate icon and the new MyPlate for Older Adults icon developed by Tufts University.

Next meeting will be January 18, 2012 at the Manitowoc Senior Center.

Mitzi Pilon made a motion to adjourn, Betty Kvitek seconded. Motion carried.

Respectfully submitted by Alyssa Gaedtke, RD, CD, Nutrition Program Coordinator.