

**Rusk County Department of Health and Human Services
Aging & Disability Resource Center**

Nutrition Meeting

Nutrition Services held its regular bi- monthly meeting on April 15, 2021 at 1:00 pm at the LEC and by <https://bluejeans.com/7155322203?src=calendarLink> Phone Dial-in 1.408.419.1715 or.408.915.6290

PRESENT: Kathy Walthers, Angie Harvey, Kayla Poppe, Fawn Hryniewiecki, Sheli Sheffield, Kathy Halbur, Mark Schmitt(phone), John Smatlak, Joshua Unterschuetz (phone). Alice Kesan, Peggy Hraban,

EXCUSED:, Chris Soltis, Jennifer Hengst, Kathy Mai, Ashley Nelson, Erik Stoker, Jeremy Jacobs, Ron Moser,

1. Call meeting to order: Kathy W. (2:05pm)
2. Approval of minutes from previous meeting. 1st John S. 2nd Alice & Mark. All in favor.
3. Senior Services
 - a) Introductions- Shelly Sheffield, Peggy Hraban, John Smatlak, Alice Kesan, Kathy Helbert, Mark Schmidt, Mark Unterschuetz.
 - b) Employee Status- New hire- Ruth Opachen, Andy Dailey (does booth and truck) three employees resigned. Having issues with substitutes not calling us back. Had an employee no show for 5 days and will not call back. Found out we can 't consider no call/no shows as employee quitting. Committee to make a policy for those who are no shows/call and don't call back to program. Kathy H is suggesting to get Shelly S policy for RCTC and City of Ladysmith policy.
 - c) Preventative plan (Coolers and Freezers for \$600 that company will keep check and refill coolants as needed. Walk-in freezer problem with switchboard is fixed.
 - d) Other Updates
 - i. Transition from booth to Grab n Go within the center. (June)
 - ii. July maybe move to more of an open plan within the center. Pilot will be in Hawkins.
 - iii. HHS has "Popcorn for a Cause"- \$1/popcorn from 2-3pm on Mondays and Thursdays. Profits are donated to local organization.
 - e) Motion to Adjourn: John S. and 2nd Peggy H 2:41pm

Next Meeting date is **Thursday, August 19, 2021** following 1:00 p.m. ADRC meeting. Quarterly meetings (April, August, October, Dec)

This agenda was prepared by Kathy Walthers, Program Manager of the ADRC under direction of Mark Schmitt, committee chair.