**Meeting Invitees: Nutrition Directors**

**Agenda:**

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| **Time:** | **Topic:** | **Discussion** | **Follow-up Items:** |
| 1:30 pm | **Welcome**  | Thank you for joining the call today! Winter arrived too early this year. **The Theme is** ***Winter Preparedness.*** We will be focusing on the following 3 areas: * ***Back-Up plans for Staff and Volunteers who have to quarantine and/or if your vendor is ill and unable to prepare meals?***
* ***Grab n Go- what are your plans for the winter months?***
* ***Social Connectedness- What are you doing to keep people engaged and feeling connected?***
* ***Other?***
 | **Access the recording of the 11/6/20 call at** this link (Add link) |
|   | **Back-Up plans for Staff and Volunteers who have to quarantine and/or if your vendor is ill and unable to prepare meals?** | * Have a conversation w/ your counties and tribes next to you to see if they are willing to help with meals in the event of an emergency (Mutual Aide Agreement). Some other partners to consider reaching out to for meals, frozen storage for additional meals, dry storage for boxes of food, cooks since they are likely Serv Safe trained. Bottom line,
	+ Restaurants
	+ Caterers
	+ Hospitals
	+ Jail
	+ Nursing Homes/Assisted Living
	+ Schools/Colleges/Universities
	+ Grocery stores/deli
	+ Food Bank and food pantries
	+ Casinos
* Work with your Food Vendors and know what they have available for shelf-stable meals. It’s a good idea to send out a 3-day supply of meals (frozen or shelf-stable) in case there is a delay in getting the emergency backup started.

**WHAT PLANS HAVE YOU MADE?:*** **Jessica – Outagamie County**– some frozen, some fresh and grab n go. Moved from Grand Meridian/GM to Thompson Center/TC because GM was opening back up. TC is also a meal site location. Went from 220 – 90 meals w/ the move. Believe location matters. 99 were coming from a close-by complex. Cross-training meal site managers and self to fill in. (Contact Lori Fernandez if you want more information, she has full notes). 5 frozen meals available, milk, bread. Canteen is unable to provide variety. Nutrition Ed on the back of every menu every week; doing videos and nutrition bingo.
* **Kimberly Gould Brown County**. – Backup plan: 2-step approach; if multiple staff out... work w/ human health and staff; keeping rest of staff low risk (6 ft, 15 min); implemented physical barriers. Meal provider (if significant # of people out) caterer (nation-wide company) has staff in other locations to pull in from other counties. Also, have a supply of shelf-stable meals from previous purchases for a week; fantastic volunteers willing to deliver more days. Volunteers and staff have tested positive and have delivered within those 2 days before symptoms… wearing masking and using sanitizer (no HDM recipients considered high-risk). 1 Staff infected… needed 4 staff to quarantine due to exposure. Expiration getting close on some shelf-stable meals; offer weekend meals to high-risk category; others have requested them. For winter… if school close do you? Admin and extracurricular still going, but may still have a closure notice.
* Chat?/Pam – where did you buy shelf-stable meals from/please share a photo of the wardrobe rack? Kimberly said the company was great to work with. Heater Meals: <https://heatermeals.com/>
* **Kathy M. in Green Lake County** – 2 different caterers covering different areas – they are each other’s backup. No plan if they both shut down. Shelf-stable … may offer 2 frozen meals as b/up. Monitor high-risk folks. Drivers wear a mask – meals in bags put together by drivers in hot/cold bags… leave on door handle/table/chair (never on the ground); wait for the participant to answer (standing back 6 ft). Good to make the social interaction and ask about the next meal. Grab n go in Berlin only. No one from outside the community is interested at this time. Berlin – has a waitlist for HDM; option to grab n go if someone could get it for them. Seniors gave excellent feedback on the survey. Did you participate in meal carryout? For example… and 8 total questions. She shared the survey with GWAAR Nutr. Staff so ask one of us or email Kathy directly kmulhern@co.green-lake.wi.us They have county staff/aging department for back up drivers; still recruiting volunteers; food pantry offering help to deliver. Also, all the volunteers helping with virtual learning/caregiving for grandkids.
* **Kim L. from ADRC of the Lakeshore** – one week could not get food out of Chicago because of riots; worked with Reinhart providing Lean Cuisine for a week. Good on volunteers and cross-trained staff as b/up. (Lori noted that someone even used Kwik Trip for meals). Stopped Grab n go end of August... numbers declining. HDM is climbing and expects more as snow falls. Increasing drivers. Some drivers are snowbirds leaving. Should be ok with staff as b/up. Have 22 routes between 2 counties.
* **Val – Waushara** – Drivers are faithful/paid. Have some cross-training w/ site managers..may need refreshers. Have own kitchen. Taking safety precautions in the kitchen and packaging. Efficient. Val worked in the kitchen for a day – good experience with a new system. If anyone is out, others aren’t considered “close contact” and don’t need to be out too. Preparing meals, scheduling, enough staff… purposefully not scheduling staff on the same days for additional protection (like a team A and B). Val is cross-trained in the kitchen, too. Have prepared several hundred frozen meals for a week or so. On Monday.. deliver 2 hot meals so they can save one to reheat the next day. Rotating freezer meals and restocking. T & Thur are non-delivery.. so prepping those days. Doing GNG evening meals to add additional options…new set of participants. Will do a hot Thanksgiving meal on Wed. 11/25. Notice is on the front page of the Nov newsletter and asking them to sign up by prior Wed, 11/18. Wonder if other people are getting out-of-county participants?? Also, have bulk grab n go avail.
	+ Chat – Val - Yes! We've done this as well. Concentrating days.
	+ All site managers are trained and expected to run route if needed
* **Amelia – Marquette Cty** – MWF hot meals; sending frozen if needed; making extra frozen. Preparing for weather and COVID. Have substitute drivers; including transportation drivers; She and cooks are also trained to drive. No backup caterer. Have central kitchen… that is why having 2 weeks of meals prepared; need to look for backup caterer too. She has people trained as her backup. Work from home a lot. Lots of cross-training.
* Chat – in Outagamie – I was told not to allow those from neighboring counties to receive our GNG meals as their counties received their own Covid money. When I was a meal site manager, I would not hand out a meal unless a registration form was completed. We had registration forms on hand that I would give to people if needed. I found it very hard to reach people once you give them a meal.
* Chat – Sara K. Hi Val, some other counties are getting carryout customers from other counties or even states (especially if they are a border county). This is similar to congregate if you would get participants who reside in other counties where you would have them register in your program and you report in SAMS. Iron County and Juneau come to mind but I’m sure GWAAR knows of others. [2:22 PM] Sara K (Guest) This is a federal program so you can’t deny meals to eligible participants even if they come from another county (for congregate or carry out). HDM is a little different because it is not necessarily reasonable to drive to another county. Feel free to reach out to me or GWAAR if you want to talk this through!
* **Heather Beach- Oneida Cty** We have limited catering resources.
* Things are going well; have had some drivers out but have subs. Frozen meals for b/up.
* **Kristi C. – Portage Cty** – Back-up plan… provided 14 SS meals. Hospital and/or caterer b/up.. but hospital unable to do it. 3 days of hot, M T TH… offer frozen. Curbside on Wed.. about 10 meals… 40-60 meals on special event days. Also can pick up frozen meals. Doing Thanksgiving and Christmas meals. Not sure if they do in cold weather.
* **Waupaca –** Waupaca County is working from an A/B model of staffing. They have staff that is not in the same place at the same time. The reason they did this if someone tests positive that does not bring down all the site managers for the program. They have caterers who are able to set up package meals if needed. Waupaca Co has also provided participants with 5 days of shelf stable meals.
* **Shawano Co-** The caterer has lined up other trained induvial to cook if the current cooks are quarantined. In the event the facility is quarantined, the caterer has another facility lined up. The AU also has used local restaurants and grocery stores for meals if needed in the past. There are substitute drivers on staff and the DHS has agreed to allow staff to drive if needed.
 | **11/13 Nutrition Peer Sharing Call Information (Jean’s Region)**[Join Microsoft Teams Meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NGE3NDljMzAtYTQwNi00M2FiLTlkZWItNzM1YWE0OTQ0ZTkz%40thread.v2/0?context=%7b%22Tid%22%3a%228e087664-409d-4c4c-a6b4-7aa01020d6ea%22%2c%22Oid%22%3a%227643e5e9-bab8-482f-b669-a3dc436964eb%22%7d) +1 608-338-1382   United States, Madison (Toll) Conference ID: 475 093 689#  |
|  | **Closing**  | Sara and GWAAR staff thanked everyone for sharing their amazing work and for all you have been doing during these challenging times. Please let us know if you have any changes or closures. Thank you! |  |