

**Aging and Disability Resource Center of Buffalo and Pepin Counties**  
**Notice of Public Meeting**

**Date/Time:** May 19, 2021 @ 2:00pm

**Location:** Pepin County Government Center, 1<sup>st</sup> floor County Board Room, Durand, WI 54736

**Join via Zoom:** <https://us02web.zoom.us/j/83211126036?pwd=azNEOTVuOGhBTnhrM1BLYzdrcWJ6UT09>

To connect by phone dial: 253-215-8782 Meeting ID: 832 1112 6036 Passcode: 264685

**AGENDA**

1. Call to Order/Roll Call/Introductions
2. Approval of Agenda for May 19, 2021
3. Public Comments Regarding Listed Agenda Items
4. Consent Agenda Items:
  - a. Approval of Minutes from April 15, 2021 ADRC Governing Board Meeting
  - b. P-401 Nutrition Staff Meal Procedure
  - c. P-402 Volunteer Meal Procedure
  - d. P-403 Time Off Requests for Meal Site Staff & Volunteers
  - e. P-404 Handling & Reheating Frozen Meals
  - f. P-405 Emergency Food Shelf
  - g. P-406 Food Safety in a Weather Emergency
  - h. P-408 Carry-Out Meal Procedure
  - i. P-409 Home-Delivered Meal Referral Procedure
  - j. P-418 Senior Nutrition Program Waiting List
  - k. P-420 New Congregate Meal Participant Procedure
  - l. P-421 Nutrition Program Code of Conduct
  - m. P-424 Senior Nutrition Program Eligibility
  - n. P-425 Senior Nutrition Program Not-At-Home Procedure
  - o. P-429 YakTrax Traction Cleats
  - p. P-430 Date Stamping Home Delivered Meals
  - q. P-431 WI Food Safety Certification
  - r. P-434 Golden Age Newsletter Procedure
  - s. P-435 Commodity Supplemental Food Program Procedure
  - t. P-436 Out of County Home-Delivered Meal
  - u. P-437 HDM Temperature Form
  - v. P-442 Personal Passengers for Volunteer Drivers Procedure
  - w. P-443 Nutrition Staff Volunteer COVID-10 Screening Waiver Procedure
  - x. P-444 ADRC Volunteer Recognition Procedure
5. Business Items:
  - a. June 1<sup>st</sup> Re-opening of Congregate Meal Sites for Buffalo & Pepin Counties
  - b. 2021 Transportation Rates for Buffalo and Pepin Counties
  - c. Meeting frequency discussion
6. Reports-*Review/Discussion*
  - a. ADRC Manager's Report
  - b. Board Member Reports/Comments
7. Confirm Next Meeting Date/Location/Agenda Items
8. Adjournment

**DATE NOTICE WAS FAXED/EMAILED/MAILED AND POSTED: 5-14-2021**

**Mailed:** Committee Members **Emailed:** Appropriate Public Officials/Offices

**PERSONS WITH DISABILITIES:** If you require special accommodations to attend this meeting, please contact the ADRC Manager at 715-672-8945

**MEETING CALLED TO ORDER BY:** Rita McDonnell, ADRC Governing Board Chairperson

**SIGNED:** \_\_\_\_\_ **Cammi Catt-DeWyre, ADRC Manager**