



**Lincoln County Nutrition Coalition Meeting**  
**Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452**  
**Friday, September 8, 2023 10:00 AM-11:30 AM**  
**Meeting Location: Service Center-2-247/248: GSB North Conference Room**  
**801 N. Sales St., Merrill, WI 54452**

**Teleconference Attendance:** Persons wishing to attend the meeting by phone may call into the telephone conference beginning ten minutes prior to the start time indicated above using the following number:

**Meeting ID:**

Video call link: [meet.google.com/pgr-gfgf-ezr](https://meet.google.com/pgr-gfgf-ezr)

**Phone Numbers:** (US) +1 402-762-0265

**PIN:** 937 133 372#

The teleconference cannot start until the host dials in and enters the host password.

All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting. If "public comment" appears on the agenda, before the meeting is called to order, the clerk will ask teleconference attendees whether any public comment is being offered. When called upon by the clerk or chair, any person offering public comment should state their name and comments.

**AGENDA**

1. Call to Order and Introductions
2. Approve Minutes of Previous Meeting **Friday, May 5, 2023**
3. Open discussion of current state/local legislation influencing nutrition.
4. Action Planning - CHIP
5. Review Current and Future Coalition Work
6. Partner Update
7. Recruit new coalition members
8. Next Meeting Date(s)—TBD: Set for all of next year.
9. Adjournment

**Posted to county website on \_\_\_\_\_ at \_\_\_\_\_ m. by \_\_\_\_\_ Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please contact the County Clerk at 715-539-1019 or [chris.marlowe@co.lincoln.wi.us](mailto:chris.marlowe@co.lincoln.wi.us) as early as possible so that proper arrangements can be made. Requests are kept confidential.**

**GENERAL REQUIREMENTS:**

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

**NOTICE REQUIREMENTS:**

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

**MANNER OF NOTICE:**

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

**TIME FOR NOTICE:**

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

**EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:**

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

**PROCEDURE FOR GOING INTO CLOSED SESSION:**

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.

2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

**STATUTORY EXEMPTIONS UNDER WHICH CLOSED SEESIONS ARE PERMITTED:**

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

**CLOSED SESSION RESTRICTIONS:**

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

**BALLOTS, VOTES, AND RECORDS:**

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

**USE OF RECORDING EQUIPMENT:**

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

**LEGAL INTERPRETATION:**

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

**PENALTY:**

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

**Lincoln County Nutrition Coalition Meeting**  
Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452  
Friday, May 5, 2022 10:30 AM-12:00 PM  
Meeting Location: Service Center-2-247/248: GSB North Conference Room  
801 N. Sales St., Merrill, WI 54452

**In Person Members:** Lexi Buntrock-Lincoln County Health Department, Danielle Bender- Lincoln County Health Department, Morgan Thums – Health First RD, Terri –UW-Extension Food Wise, Melissa Yates-4H

**Teleconference:** N/A

Agenda Item	Notes	Action Item
1. Call to Order and Introductions	Buntrock called meeting to order 10:34 am	
2. Approve Minutes of Previous Meeting	Tabled.	No one in attendance being at the meeting.
3. Open discussion of current state/local legislation influencing nutrition	<ul style="list-style-type: none"> <li>• HealthFirst will be switching to more in-person meeting, more to come on this.</li> <li>• USDA—Talking about Nutrition with Food Security. More than just about food to get calories but to get nutritional foods as well.</li> </ul>	
4. Review Coalition Work a. Gleaning Project b. Food Pantry Assessments c. 5210 Collaboration d. Hydroponic Gardens e. Food Demos f. School Wellness Policies g. Promotional Materials	A) No updates from last meeting. B) Assessment to be done in future at Merrill Food Pantry C) When you go to events try to promote the 5210. Jane has been bringing the bags to the cooking demonstrations. D) No current updates. Buntrock will check in at the end of the school year to see how much produce was produced. E) 2 at Pine River school for young learners- Crock pot and electric frying pan. 8 or 9 recipes per demonstration. Talk through the demonstration—they get to take home the appliance and the recipes. Tomahawk (Family Nights). Seems to be going pretty successfully. Plan is to do one in the spring and one in the fall.	A) Currently updating Gleaning project. Buntrock to find out where we are with this. B) Future Food Wise hire to possibly help food pantry assessments. C) -- D) -- E) Trying to figure out how to better serve the Tomahawk area. F) --

	F) Tabled. G) New insulated bags with resources of the nutrition food resource and healthy eating substitutes and the healthy temperatures of meat. There is a survey that can be distributed.	G) --
5. CHA/CHIP Incorporation	1) Discuss CHIP Structural Visualization 2) Danielle discussed having two, 2 hour meetings by end of June or July. 3) Action Plan Handouts **Add more on this (will this be discussed during those meetings.	Potentially looking at July 11 <sup>th</sup> and 13 <sup>th</sup>
6. Budget Update	Tabled.	Update next Nutrition Meeting.
7. Partner Update	<ul style="list-style-type: none"> <li>UW-Extension: Open FoodWise position until May 18<sup>th</sup></li> </ul>	
8. Recruit new coalition members	--Erin Wells (ADRC) no longer part of group. --Suzanne Polacek (HealthFirst) no longer part of group. Morgan Thums to take her place on this coalition. --Might be a hard time to recruit because it is before Action Planning Meetings. Recruit more afterwards.	--Lexi to go through resource guide and personal invite them. --Danielle to share 3 community forum people who were interested in Nutrition Coalition.
9. Next Meeting Date(s)	Next meeting(s): TBD. Potentially September 8 <sup>th</sup> .	
10. Adjournment	Motion to adjourn by Thums, seconded by Kolb. All ayes. Motion carried. Adjournment at 11:42 am.	

**Submitted by: Danielle Bender**



## **Nutrition Action Planning Summary**

These goals, strategies and activities will be reviewed as a coalition and finalized at our next Nutrition Coalition Meeting.

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### **Goal 1: Lincoln County will support healthy nutrition by advancing social and environmental conditions.**

**Objective 1: By December 31, 2028, Lincoln County Nutrition Coalition will implement two strategies annually that aim to build robust cross-sector partnerships among diverse partners and community members to advance healthy nutrition efforts.**

**Strategy 1.1.1:** Build and foster partnerships to support and enhance nutrition options and resources in the community.

#### **Potential Activities**

- Provide technical assistance to schools and youth serving organizations
- Recruit new partners and community members to participate in the coalition through various methods
- Assist partners in obtaining resources and funds
- Promote events and activities

**Strategy 1.1.2:** Recruit Nutrition Coalition champions to assist in developing an advocacy network that promotes best practices for healthy nutrition policies, infrastructure, and programs.

#### **Potential Activities**

- Develop an advocacy partnership list.
- Have a standing agenda item on nutrition legislation at coalition meetings.
- Create a call to action template document for other organizations and the community to advocate.

**Objective 2: By December 31, 2028, Lincoln County Nutrition Coalition will implement three strategies to increase equitable access to nutritious foods throughout the community.**

**Strategy 1.2.1:** Address barriers to utilizing local nutrition resources and food systems through awareness, education, and support.

**Potential Activities**

- Maintain and expand resource directories such as the Lincoln County Nutrition Resource Guide, FindHelp, 2-1-1
- Identify local resources hub and assure they have resources available
- Develop campaigns to increase use of farmers market (example coupons provided by WIC, ADRC, Aspirus)

**Strategy 1.2.2:** Strengthen and enhance food support systems to provide nutritious food options for low income individuals.

**Potential Activities**

- Assess and develop improvement plan for healthier options or systems availability in the community (Food Pantry, community gardens, gleaning) **\*\*Priority strategy/activity – received most votes at action planning meeting**

**Objective 3: By December 31, 2028, Lincoln County Nutrition Coalition will implement two strategies to improve life skills that promote healthy nutrition through education and connection to resources.**

**Strategy 1.3.1:** Educate the community on healthy nutrition for youth and low income individuals.

**Potential Activities**

- Develop, implement and evaluate the impact of campaigns that promote healthy nutrition **\*\*Priority strategy/activity – received most votes at action planning meeting**
- Provide food demonstrations and cooking tools to improve knowledge of healthy foods and cooking skills for low income families and adults.
- Provide mini grant opportunities for community partners who support low income individuals and youth.

**Potential Evaluation Metrics & Indicators:**

- # of advocacy efforts sent to legislation
- # of partnerships built to advance efforts
- # of Food Pantry Assessments completed
- # of food demonstrations and their outcomes
- # of campaigns implemented

- Improved percentage of students who ate fruits and vegetables every day (past 7 days).
- Decreased percentage of woman overweight or obese (BMI 25+) prior to pregnancy.

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