**Food Assistance Advisory Committee Meeting**

**December 6, 2022**

Michelle Douglas, Chair, asked those on call to introduce themselves and their organization.

1. **Present:**

Michelle Douglas, EFN

Trish Twomey, WFC

Leslie Stewart, HSD

Aja Bridge, RRCA

Kate Ortiz, Public Health Seattle & King County

David Bobanick, Harvest Against Hunger

Michellee Fox, OCCAC

Kim Eads, WSDA Food Assistance

Lisa White, WSDA Food Assistance

Taelor Nguyen, WSDA Food Assistance

Mallorie Shellmer, WSDA Food Assistance

Kyle Merslich, WSDA Food Assistance

Heidi Cobun, WSDA Food Assistance

Erin Kester, WSDA Food Assistance

James Scovel, WSDA Food Assistance

Lindsey Robinson, WSDA Food Assistance

Britt Beug, WSDA Food Assistance

Anna Berrey, WSDA Food Assistance

Tiffani Kaech-Freet, Food Lifeline

Amy Steele, Nooksack Valley Food Bank

David Uhl, Feeding Washington

Christina Wong, NW Harvest

Joy Yolangco, Lower Columbia CAP

Amanda Sparks, Orcas Island Food Bank

Rachelle Radonski, Friday Harbor Food Bank

Alan Hamilton, Clark County Food Bank

[There were more people that attended, but the list above were the only ones that were captured in the recording of the meeting.]

1. **Approval of minutes**

July 17, 2022 meeting minutes

***Rachelle Radonski moved that the minutes be approved. Michellee Fox second the motion.***

1. **WSDA update** –Kim Eads – Sent out a report prior to the meeting with WSDA updates. The report was presented. She spent her time slot answering questions about the report.

**TEFAP Reach and Resiliency Grants (Round 2):**

A question was asked regarding whether any new information has been released. Kim states that the additional information was what was predicted: it’s a little over a million dollars. This coming Friday (December 9th) is when she plans to review what the options are and release a proposal at a later date. The greatest concern is with the intensity of the application process.

**Food Supply Chain Issues:**

A question was asked to elaborate on the food supply chain issues. Kim discussed how it was agreed that they would follow the TEFAP Allocation Methodology to restock the Reserve Warehouse. She also mentions that because of some of the procurement rules, instead of doing some of the emergency purchases that were possible during COVID-19, they need to stick with the master contract under the state which is US Foods.

James reviewed the current orders that have been placed and their timelines. He mentions how some items are already being delivered to the Reserve Warehouse in Arlington. The current goal is that most or all the food will be in the Reserve Warehouse by the beginning of January. If this is the case, then product will be able to be issued at the end of January and the beginning of February.

1. The current products are jasmine rice, multiple cereals, vegetable oil, vegetables, spam, tuna, soup, beef stew, pinto beans, refried beans, sugar, and flour.
2. James is currently working with US Foods to get some ready to eat items and Masa.
3. $1.56 million has currently been spent out of the $1.8 million total.

James also discussed the food ordering process. He holds a Food Ordering Workgroup 1 to 2 times a quarter. In the group, they gather feedback on TEFAP entitlement foods and bonus food orders. Reserve Warehouse food is distributed through TEFAP contractors to organizations within a TEFAP service area. TEFAP contractors may distribute the Reserve Warehouse food to hunger-relief organizations that don’t currently participate in TEFAP, as long as they’re within the contractors service area.

To Join the Food Order Workgroup contact James Scovel: jscovel@agr.wa.gov, or Lyndsie Wilson: lwilson@agr.wa.gov.

**Second Harvest Announcement:**

At the end of November, Second Harvest announced that they will not be able to distribute outside of Spokane county (a few exceptions apply) starting in December. The role they play within the network includes EFAP contractor, CSFP contractor, TEFAP contractor, and TEFAP redistribution center for Eastern Washington. This will impact Okanogan, Rural Resources, Chelan-Douglas, Yakima, Moses Lake, Walla Walla, and more. They have agreed to allow people to come pick up TEFAP Redistribution food (cold/frozen) at Second Harvest through March. We have a temporary plan to get through December and January and are working on longer-term solutions. Second Harvest has also announced that they can no longer provide TEFAP and CSFP services to Whitman County. They have agreed to continue service through December and Community Servies of Moses Lake will commit to taking on that area for January through September. We will reassess this situation in the summer months. In the meantime, we have sent communications out to all of the impacted Eastern Washington contractors and are working closely with Second Harvest during this transition.

1. **Discussion Topics – josh martinez** – Presented by Michelle Douglas in his absence.

josh martinez launched his consulting business, Future Emergent, earlier this year after working with food banks for several years. WSDA FA has contracted approximately 50 hours with josh to help make improvements to the EFAP “Spring Meetings” and recommendations for EFAP improvements in the next biennium. His focus is on racial equity, food justice, and solving inequities in the current program. He will address issues with education, geographic limits, standardizing processes, definitions of duplicated versus unduplicated, allocation methodology, and more. He plans to meet with stakeholders (contractors, subcontractors, and those not currently participating in EFAP, etc.) throughout the rest of the month and report his findings at the January FAAC meeting. This process will inform changes throughout the rest of the 22-23 biennium and into the 24-25 biennium.

**Client In-take Subcommittee Updates** – Trish Twomey and Mallorie Shellmer

Mallorie explained some of the challenges we’ve been facing within the EFAP network, and discussed that more education is needed on geographic service areas, data collection requirements, and reporting on new and returning clients. To get a sense of the current systems that are in place throughout the state with a goal to standardize these systems, the subcommittee has put together a survey for all contractors and subcontractors to fill out. It is understood that that some intake systems are not flexible. Trish and Mallorie then go over the draft of the survey to get feedback on the type of questions and the wording.

If there are any additional questions, contact Mallorie Shellmer: mshellmer@agr.wa.gov, or Trish Twomey: trish@wafoodcoalition.org.

1. **Other Updates**

**Certified Food Protection Manager (CFPM) Update** – Presented by Trish Twomey

Bonnie is reaching out to programs across the state to see if they are interested in taking the CFPM test. Department of Health has put into effect March of 2023 that any food program that is repackaging or handling time temperature controlled, or potentially hazardous food should get this certification. DOH has specified that not every organization needs to have this certification. Only one CFPM is necessary within an area and then they can be shared between multiple organizations. An organization can schedule their test with Bonnie. There is a small charge ($60-$70) for the test. Local Health Departments are also hosting 8-hour class sessions where the test is given out at the end. After receiving your certificate, contact your local Health Department to let them know.

If you have any other questions, contact Bonnie Baker: bonnie@wafoodcoalition.org

**Statewide Nutrition Policy Work** – Presented by Trish Twomey

 “The Coalition is looking for programs that are currently in need of additional resources to help them with efforts to promote nutrition security and decrease health disparities. We are specifically focusing on work on communities that are most under resourced including BIPOC serving and led programs and rural programs. We are offering support in a variety of ways so that we can help drafting nutrition policies that are specific to your organization and to your community needs.

We’re also helping with a program called SWAP which is ranking the food at your organization. There are a lot of tool kits and guidelines to go along with that. It’s signage and shelf tags encouraging heathy choices amongst your clientele.

We’re also helping programs develop client surveys to gather input on client preferences, health concerns, and other information that will help you learn more about your community food needs.”

 If you have any questions, contact Dana: dana@wafoodcoalition.org.

**Good of the Order**:

**Contractor Calls** – Resume in January *(Update: Invites for Jan. 6th 9-10 have been sent) Contractor calls are meeting once a month.*

**General Focus Calls** – Resume in January *(Update: Invites for Jan. 17th 9-10 have been sent) General Focus calls are meeting once a month.*

 **WFC Board Meeting** – January 26th 1-3:30 pm

 **Hunger Action Day – Not yet scheduled**

 **FAAC Meeting – Not yet scheduled**