



## Food Assistance Advisory Committee

April 18, 2017

Sabrina Call to Order 1:45 pm

- I. Welcome and Introductions
  - a. Phone
    - i. Kevin Glakin-Coley; James Fitzgerald; Heidi Dukich; John Neil; Alan Hamilton
  - b. In the room
    - i. Yvonne Pitrof; Bonnie Baker; Jenn Tenant; Kyle Merslich; Trish Twomey; Nikki Hurley; Kris Van Gasken; Kim Eads; Sabrina Jones; Jeff Mathias; Robert Coit; Helen McGovern-Pilant; Peny Archer; Scott Kilpatrick; James Scovel; others not listed.
- II. Approve January's meeting minutes
  - a. One abstention
  - b. Passed
- III. Update: In-Kind Labor and Food Donations WFC Vote
  - a. Approved by the WFC board to take effect for the new biennium
  - b. \$1.67 per pound donated
  - c. \$ 14 hour volunteer labor
  - d. Recalculate at the start of every biennium- look at data in the odd year, get board approval, then approved recommendation goes into effect at the start of the next biennium (language in bylaws say January through February)
  - e. All information in EFAP manual
  - f. Only in effect for EFAP
    - i. You can use another data point for personal service as long as its approved by your auditor
- IV. Update: FAQ-finalized (available on WSDA Website)
  - a. Sent out a month ago
  - b. Received no final notes from advisory committee members
  - c. This is a living document and will be updated as needed
    - i. There are two tabs on the document one for each TEFAP and EFAP
    - ii. There is some grey area for very specific questions from different areas from the state
  - d. Religious institutions at food banks
    - i. There seems to be a grey area regarding religious institutions
      1. You can't put literature in the food bank
      2. Can you advertise on your website or on Facebook that you're a religious institution?
      3. Heidi would like to have more clarification
        - a. Will follow up with Kim for further discussion
      4. Specifically for TEFAP we took questions to USDA
        - a. Got a grey answer response
        - b. We can give more specific examples of providing referrals if you are a religious organization
  - e. Does FAQ include modern technology (Facebook, website, social media) and not just written literature?

- f. Next step is to send to all contractors
  - i. Afterwards sent to subcontractors
- g. If you have any questions contact WSDA for more info
- V. Update: Service Counts Task Force
  - a. Sent out notes from meeting in March
  - b. Discussed service counts for backpack programs for weekend food bags
  - c. Provided recommendation to WSDA
    - i. Add a new line for backpack numbers
    - ii. Add checkbox to note if your backpack numbers are included in your service numbers for demographic data
    - iii. Provided food counts as a service if it is food for one child for two days with four meals including 3 food groups
    - iv. WSDA created a mock up form that is attached
  - d. Making the recommendation to the full board today for a vote
  - e. This specific reporting is optional
  - f. Using the words weekend food because backpacks can be more ambiguous (homeless no cook packs, school supplies)
  - g. Weekend backpack food counts school years
  - h. Only includes food pantries → this is not for backpack only programs
    - i. Only EFAP programs
    - ii. Can EFAP funds be used by a food bank to provide food for a backpack program administered by a different organization
      - 1. The questions is who makes the decisions, who recognizes it as “their” program
      - 2. EFAP rules and regulations follow EFAP money
      - 3. John Neil had some questions and we’ll follow up with him regarding specifics
  - i. Crockpot meals for the weekend for the whole family, customized for dietary foods
    - i. Where does this go on reports? Does this count as weekend backpack food?
  - j. What about summer meals?
    - i. Counted through OSPI
    - ii. Not counted via EFAP → EFAP doesn’t pay for meals
  - k. There is room for more detailed definition
    - i. supplementary definition
    - ii. other alternative services
    - iii. food sent home over school breaks
    - iv. if you have a program that doesn’t fit send WSDA/FA a description of your programs so that we can take that into account when we create new definitions
      - 1. board members need to have these conversations with your regional food pantries to gather this information
  - l. Worry about the large increase of visits because for those who are not including to start including them the number will be much, much higher and will likely change allocations
    - i. each contractor can include or not include this number into EFAP allocation voting; this should be addressed by the task force
  - m. This backpack line and box were on a deadline to ensure it was included for the next biennium
  - n. Next steps: new definitions

- o. This backpack stuff will go forward to the whole WFC board but we will work on the new definitions
  - i. Begin collecting imperfect and optional data about backpacks during next biennium
  - ii. Kris made a motion to use this as we go forward and continue the conversation
  - iii. No opposed; no abstentions
  - iv. Will present form to the WFC board as a recommendation for this biennium
- VI. Update: Insurance Task Force
  - a. Met with Conover Insurance (Sherry) who has met with 4 insurance agencies that work with nonprofits
    - i. Great American would like to give a presentation to the Board for the June meeting
    - ii. Will get back to us with definitions, who can do what, group policy options, discounts on rates
      - 1. Affiliate policy can get own insurance but have a 10% discount, covers bases for TEFAP EFAP
- VII. Next Steps and Upcoming Meeting
  - a. Next meeting in June- will send out date
  - b. Add Heidi to communications
  - c. Ended 2:40