FA Full Committee Mtg April 2017 (draft notes)

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