



FA Meeting, 10/10/17

Attendees:

Sabrina Jones – NWH, Kim Eads – WSDA, Lisa White – WSDA, Nichole Garden – WSDA, Kevin Schmelzlen – WSDA, Peny Archer – Community Services of Moses Lake, James Fitzgerald – Clark County Food Bank, Trish Twomey – WFC, Yvonne Pitrof – WFC

1. Welcome, Introductions, Updates

Updates:

Sabrina Jones – CTHG conference had 600+ attendees, successful event, and now working on continuing the conversation.

Kevin Schmelzlen – New to WSDA and learning. Very excited to work with the group

Peny Archer – it is harvest time and things are going well. Food is rolling in with lots of good crops.

James Fitzgerald, Clark County – not really any updates. Was disappointed that they were unable to make it to either conference in September, but things are good. Food is flowing and lots coming in thanks to harvests.

Kim Eads – They are welcoming Kevin to the team and are very excited to have a full staff for the first time in years.

Nichole Garden – they are working on finishing up SNAP Ed grant and Farm to Food Pantry report

2. July Meeting minutes

Kim Eads requested a couple of small changes:

- In the attendees/updates – Meghan Harlan was moving to DOH
- Nichole Garden came to the Food Assistance team from the Organic Program – not the Garden program
- She has the same region that Meghan had.
- ~~Done~~ – down 1 person

Peny Archer made a motion to accept the minutes with changes. James Fitzgerald seconded. Minutes accepted.

Kim Eads offered clarification to the group that State employees do not vote or make motions.

3. Vice Chair search

Kim spoke to someone who is potentially interested – will know better by end of the week.

James had expressed interest, but can't take it on right now. Would potentially be interested down the road. A conversation ensued about vice-chair terms. The question came up as to whether 2yrs as vice-chair followed by 2 years as chair might be too much of a commitment for folks. The vice chair position is a way of building in succession for the chair position.

4. Confirm Committee Goals for FYE2018

There was some discussion at the July meeting.

The Committee went back through documents to update status, and clarify.

Audit Verification Form for Sub-contractors:

Kim Eads expressed that there was some initial research on her team's end in regards to the audit verification form for subcontractors before they are ready for the committee to work on this.

Insurance:

We have a good insurance group deal for Washington Food Coalition members, but now have to work on getting word out. There is interest in building out marketing and adding educational pieces. It was suggested that we modify this goal, leaving it on the list, but adding an educational component.

Review and Reaffirm rates for WSDA administered nutrition programs:

There was a question and some discussion to clarify what is being reviewed with and expectation of recommendations from the committee, and what should be reviewed, educationally, as a way of ensuring clear communication and transparency.

After some discussion, it was suggested that the EFAP in-kind and volunteer labor value per hour rates be reviewed and affirmed every other year, in preparation for each new biennium, but that the overall allocation of funds (TEFAP, CSFP, and EFAP) and the formulas that create those allocations be shared to the committee and network every other year, along with important definitions to clarify for folks including “healthy foods” for the sake of WSDA food assistance programs.

5. Confirm Expectations and Process:

There was some general discussion as we went through the documents with proposed language.

- Currently this committee makes recommendations to the full Washington Food Coalition board, which then turns around and makes the official recommendation to WSDA. Kim expressed that WSDA would like to see this fine-tuned and more authority given to the committee where possible to do the work and make recommendations directly where warranted in order to move on things in a little more timely and smooth manner. It was suggested that we determine, in our list of goals/work ahead, what we feel really needs full board approval, and what we might request authority from the WFC board to move on directly in terms of recommendations to WSDA.
- After a question and discussion, it was determined that language concerning WSDA, WFC, and committee Chair involvement in work task groups should be edited/updated to reflect that WSDA and WFC should be involved and participating with all work task groups.
- There was a question around the attendance section of the expectations document. The language stated a “3 strikes you’re out” policy as far as meeting attendance, but since the committee only meets a minimum of four meetings per year (quarterly), this seemed too lax, enabling committee members to attend only one or two meetings per year effectively. It was suggested to change the language to reflect an expectation of “regular participation”.

6. WSDA Updates:

Kim Eads gave an update:

There is an updated list of entitlement and bonus due to some changes (frozen blueberries were cancelled by USDA) – send questions directly to James.

Impact of storms/hurricanes: USDA has diverted lots of food to help storm torn regions, but we have not seen impacts here yet.

Federal budget: we are on a continuing resolution currently. WSDA is anticipating that funding will be stable for our programs, and are currently operating under that assumption. Contract budget numbers will be finalized once the final budget comes through.

Farm to Food Pantry report: working on completing

Healthier Food Options reporting: WSDA is putting together county data, and will hopefully have that report and info out next month. They feel very positively about the data. There will be no more Healthy Options reports after this.

7. Upcoming Committee and Task Force Meetings:

- There was conversation regarding the next FA committee meeting. There was a request to try to set dates for the year when possible so that dates are on the calendar well ahead of time. It was agreed that FA Committee meeting scheduled in conjunction with WFC board meetings are ideal when that works, but that we need to acknowledge that this does not always work and we need to be prepared to meet outside of that framework when necessary.
- Yvonne is going to work on getting WFC board meeting dates scheduled out for the year and then work with Sabrina and Kim to set corresponding FA Committee dates at least for the quarterly main meetings.
- This calendar will then be sent out to that people can plan accordingly with plenty of notice.

8. Close

Minutes from this meeting will go out within the next 2 weeks.