**Washington Food Coalition**

On-line Board Meeting

**July 17, 2020**

**Present:**

Leon Bruner, *Ocean Shores Food Bank*; Ken Trainor, Sunrise Outreach Services, Alan Hamilton, *Clark County Food Bank*; Andra Smith, *Sequim Food Bank*; Ariel Medeiros*, LaDow Food Pantry*; Debbie Niehenke, *Colton & Uniontown Food Bank*; Kellie McNelly, *ROOF*; Jennifer Hardison*, South Kitsap Helpline*; Tiane Shoemaker*, Colville Food and Resources*; Penny Archer, Community Services of Moses Lake; VJ Meadows, Tri-Cities Food Bank; Cecilia Chavez, Toppenish Food Bank; Jeff Mathias, Blue Mountain Action Council; Michelle Douglas, EFN; Ahndrea Blue, Eloise Cooking Pot; Chris Hatch, VOA Western WA; Dan Lancaster, MSC and Kris Van Gasken, Des Moines Area Food Bank.

**Absent:** Bob Mark, Upper Valley Mend

**Introductions and Welcome to new Board members:**

Leon welcomed and thanked our new board members, Ariel Medeiros, Debbie Niehenke, Chris Hatch, Kathy Moe and VJ Meadows, as well as thanked those who have moved on including Kevin Glackin Coley, Paige Collins, Erik Larsen, Jenn Tennent and John Neill. He shared a special thanks to Ken Trainor who served as chair for the past two years.

Districts reps provided updates from their respective districts.

**District 1** -Tiane Shoemaker reported that their larger food banks numbers have seen decreased but smaller more rural programs seeing an increase. Pantries at capacity – overflow they are renting storage units to store food.

**District 2** - Not Present

**District 3 –** Peny Archer reported – things going as well as can be expected. Food flowing well. Cancellations of WSDA TEFAP food orders.

**District 4** – Ariel Medeirosreported that someWhitman County programs have seen different trends some decreases while others have seen increases. Access of food or must limit food. They are all working together and are sharing resources.

**District 5** – No report

**District 6** – VJ Meadows reported with funding buying food. Some products are on hold -it’s feast or famine, large community drive byes have skewed their numbers, finding different ways of delivery especially to those who are afraid to come out.

**District 7** – Jeff Mathias’s BAMC serves five counties. Jeff reported that they are seeing a reduction in numbers. In Walla Walla they are seeing 5 times more people because of migrant workers -are being hit the hardest. In Burbank, they went from serving 30 households to 300. He is conducting six different drive through’s distributions a week and are using 36 National Guard members. Numbers are all over the board.

District 8 – Chris Hatch reported as the lead contractor in Snohomish County – 19 programs. She reported that numbers are down across the board caused by USDA requiring ID. VOA’s three drive up sites were cancelled not getting boxes of food from Food Lifeline.

**District 9** – Dan Lancaster, 2200 families a month (duplicated). Lots of organizations passing out CFAP boxes in the area. Collaborating with groups and schools so all are getting fed. Home delivery has grown, his program is doing l,400 a month. Lots of new families 243/month.

**District 10** – Ahndrea Blue, echo what others have said. Bigger food banks numbers are up and are busy, smaller program not so because of duplications with pop-ups, delivery outlets, mass food distributions in community. Food Distribution and funds do not seem equitable – how to sustain. Need PPE – gloves, and refrigeration to handle CFAP boxes, capacities are limited.

**District 11** – Kellie McNelly reported on Thurston and Lewis Counties. Kudos to the Thurston County Food Bank who have kept the food flowing. She said it’s been busy, and food is moving but ebbs and flows. Folks are coming in even seniors. Produce boxes (CFAP) have been great, farmers donating and there is good food in the system.

**District 12** – Alan Hamilton, Clark County Food Bank, reported for District 12, 5 counties in SW Washington. Alan shared they are overwhelmed by challenges of the pandemic but also overwhelmed by new donor and volunteers. Challenges have included supply chair disruption, FOOD - get, manage, and distribute, 2. Client numbers (CCFB) are up but don’t know factors why they differ from site to site and 3. Storage problems – Alan prefers not to get good at storing food but at distributing it. He feels like they haven’t been able to be good shock absorbers, handling unexpected or surprising issues in food distribution.

**District 13** – Leon Brauner sent out a survey to program in Grays Harbor and Pacific Counties. He shared that 7-11% of reduction of elderly clients. Cooler and Freezer storage is tight. The Emergency Food Boxes were well received. For some to carry these boxes has been challenging. Donations to all programs have been astounding. About a third of the programs moved their operations outside offering a drive thru model with prepackaged boxes. About third remained serving their customers inside with safety protocol.

**District 14 –** Andra Smith, Sequim Food Bank, shared that programs in Jefferson and Clallam saw a huge uptick in service at the beginning of COVID and then it slowed down. The supplies have been either feast or famine. They are working with their county EOC and assisting in mass distribution – skewing food banks numbers. Most doing walk up, outdoor drive thru or appointment-based food distribution.

**At-large position:** Kris Van Gasken, At-Large member, reported that schools went into summer meal mode in March. Schools are doing more meals this summer. More opportunities for kids, more funds with EBT cards. She is seeing a lot of new families in their food bank in Des Moines. Not seeing seniors, more foo stamps $630 for a couple. In better food position now.

Michelle commented about the increased level of service they are trying to meet. Michelle shared that county is serving 70% more people this May as compared to last May. Anticipating more folks will begin coming to food banks in fall.

Approval of Minutes: *Minutes from our April 17, 2020 meeting were approved. Moved to approve by Alan Hamilton, seconded by Dan Lancaster. No opposed. Minutes from April 17th meeting are approved.*

*Nominations for Vice Chair and Secretary:*

Leon shared that Andra Smith, Sequim Food Bank, District 14, volunteered to serve as the Vice Chair.

***A motion was made to accept Andra Smith as Vice Chair by Ken Trainor and seconded by Peny Archer.*** No opposition. Andra Smith was approved.

Leon also asked for volunteers to serve as secretary. Ariel Medeiros, from the Garfield Food Pantry/LaDow Grange, District 4, volunteered to serve as Secretary. ***A motion was made to approve, Seconded by Kris Van Gasken***. Debbie Niehenke, also from District 4, said she could assist Ariel when needed with taking minutes. Leon thanked them both.

**Treasurer’s Report:**

Jennifer Hardison and Trish presented the financial and Profit and Loss statements for the months of April, May, and June. No questions on the financial statements and Profit and Loss statements.

Trish explained that under Government EFAP funding – two more payments are coming from WSDA to fulfill the total contract amount of $85,000. Trish also explained that travel costs were higher because the costs for airfare to MemberClicks conference in Atlanta. She is hoping to ask for a refund.

Trish shared that payroll was higher since a mistake was realized that she was not being paid at the Director’s hourly rate since taking over in late September. She was also not accruing the correct amount of personal leave. That has been adjusted and corrected.

20-21 Budget Overview – Since we are not hosting a conference this year sponsorships were not included in budget. However, UHC has called and offered to make a sponsorship of other training opportunities. Applied and received a PPP loan in place in the amount $16, 199. Tracking In-kind supplies since we have received so much PPE. Emerson Hunger Fellow, new item, $3,900, donations from EFN, Leon and University District Food Bank will be covered to cover that costs. Added Membership Supplies, to cover PPE and other supplies needed by members for COVID. We budgeted for some new projectors, equipment is outdated, also budgeted for swag and were

A couple questions were asked regarding the budget including, what bank is our PPP loan through, any problems in seeing this loan being forgiven, were EFAP allocations/sponsorships included in the budget from counties that normally give to the conference through EFAP and could we see the budget with actuals from the end of the year? Asked to track these funds separately. A question was asked regarding whether we would charge for any of our trainings? It was suggested that we could charge and be able to offer scholarships for those who could not afford a training. Fiscal year comparison is needed.

The 2020-2021 budget was presented, reviewed, and approved. A motion to accept the 20-21 budget was made by, Kris Van Gasken, seconded by Alan Hamilton.

Ken Trainor wanted to acknowledge donation sheet. $33, 242

**Executive Director’s Report:**

Trish reviewedher quarterly directors report. As with everyone, it was a busy quarter. Highlights of the report include:

1. Annual Conference has been cancelled for this September due to the Pandemic. Confirmed date and location for the **2021 WFC Annual Conference. Sept 29-October 1st**, in Wenatchee.
2. Trish answered many questions on the coronavirus and how programs should respond or provided information and resources.
3. Distributed masks, gloves, hand sanitizer and signage for social distancing.
4. Created and distributed quarterly newsletter on June 29, 2020 to 588 members.
5. Created and distributed monthly MemberNews e-newsletters for May, June, and July.
6. Created and distributed a daily WFC update on COVID-19 e-Newsletter beginning on March 11, 2020, sharing resources and information to WFC members and friends.
7. Hosted three Regional Calls with Pacific and Grays Harbor counties, the central counties of Washington state, as well as the southeast counties.
8. Created a PowerPoint training tool on four different food distribution models with DOH/WSDA food and personal safety recommendations as program move into Stage 2.
9. Coordinated representative elections for the even numbered districts.
10. Applied and was offered a Emerson Hunger Fellow to work with us remotely starting September 9, 2020 through February of 2021.
11. Applied for a PPP loan on behalf of the coalition, working with 501 Commons, and received a load in the amount of $16, 199.
12. Registered and took part in for Give Big, raised $1,006.70. A couple of the donations will be matched by employers.
13. Attended several virtual coalition meetings.
14. 990 is complete, SOS registration is complete, SPU dietetic internship starts in November, possible Job Board from MemberClicks, Articles of Incorporation need to update and working with UHC/Walgreens to identify sites for Flu Shots

**Committee Reports:**

**Advocacy Update:**

Claire thanked everyone for their hard work in responding to food needs during the Pandemic.

She also extended her thanks to Christian Wong, NWH, for her work

Claire first shared that next Friday, July 24th, the AHNC is having a special membership meeting. Monday, July 20th is going to be a National Day of Action – congress is taking up possibly another COVID response package so it’s important to ask for a boost for SNAP to help folks during the Pandemic and long term. Please plan to be involved.

Claire gave us an update on several federal programs as well how COVID has affected them. *Good news* – The US Census is producing weekly surveys on food insecurity. It shows that hunger has skyrocketed especially in households with children. Kids show rates of hunger five times higher than in 2018.

Congress create waiver for WIC, folks can enroll online or over the phone. 100% of caseload are completing their WIC visits. WIC on EBT card across the state. WIC is a great resource for families.

Schools did creative things to get kids fed in March. Only 60% of kids were getting food. Summer meals sites are happening, some are seeing more kids, other communities had sites removed. Next school year schools are really scrambling – what will they do in the fall? No real answers on how this is going to work with schools. Food Banks could see more families with kids if schools struggle feeding. Claire encourage each of us to partner with your local schools. Not all nutrition sites received CARES funding, so summer sites could be limited.

Pandemic EBT– when kids eligible for Subsidized meals value of school meals on an EBT cards.

$399 for each kid, have a year to spend. If on Food Stamps the money was automatically loaded on their EBT card. For about 250,000 kids, who are not on food stamps, they need to complete a food stamp application which is long and asks for information that is not necessary. Immigrant families are concerned about the application, fearful even though program doesn’t need this information. August 31 is the deadline for enrollment. Claire is happy to do a training on Pandemic EBT for you and your board.

**State budget** – based on rainy day fund, more federal funds coming in they decided no special session. Without them coming back there could be budget cuts once they come back in January. State agency staff going on furlough. Departments are cutting where they can and where legislature does not need to approve.

**Food Assistance Advisory Committee (FAAC) –** Michelle Douglas and Kim Eads

Kim and Michelle shared their thanks to Jeff Mathias for his time and talents chairing the FAAC. Met this morning, great discussion on how food pantries are making it through the Pandemic and are now going back to collecting data with expected expiration of the TEFAP waiver. We also discussed ways to collect data for folks who might be struggling with their immigration status or have their reasons for not wanting to share their name and address. This led to a discussion on what information is required and the difference between required vs requested. A Task Force was formed to look at ways to educate food banks staff on ways to collect data, doing some thinking on why we collect data and advocacy efforts to lowing the barriers to food access as much as possible.

**Special Events/Conference Committee:** Kris Van Gasken

Kris reported that the conference has been cancelled for 2020 and that we have confirmed the dates for the 2021 conference, **Sept 29-October 1st** in Wenatchee. Other training ideas were shared at the FAAC meeting that we will take into consideration.

**Other business:**

We need a few volunteers to form a committee to revise our Board manual, Policies and Procedures and Personnel Policies. Ken, Leon, Alan, and Cecilia volunteered.

Ken Trainor stated that we will need to add new signers to our Columbia Bank accounts. The Board Chair Leon Brauner needs to be added, as well as the new Secretary Ariel Medeiros. Trish asked for a more local person to volunteer to act as a singer, someone in King County. Dan Lancaster with the Multi-Service Center in Federal Way offered to serve as a signer. ***Michelle Douglas moved to accept the following individuals as signers on our Columbia Bank accounts - Leon Brauner, Ariel Medeiros, Dan Lancaster. Alan Hamilton seconded the motion.***

***Ken moved that the following individuals be removed as signers from our Columbia Bank accounts:***

***Ken Trainor, Jennifer Tennent, and Paige Collins. Alan Hamilton seconded the motion.***

***Motion to Adjourn – Ken Trainor, Second by Kris Van Gasken.***