

**FAPAC Meeting April 13, 2016:**

**Attendees:** Earl Hall, Heidi Dukich, Kevin Glackin-Coley, Mike Compton, Peny Archer, Rosemary Rankins, WFC staff: Yvonne Pitrof, WSDA staff: Kim Eads, Kyle Merslich, James Scovel

Review Agenda and Approve:

Approval of minutes from previous meeting:

Mike moved to approve. Rosemary seconded. All in favor. Minutes Approved.

**WSDA Update:**

Kim Eads:

Kim will email out a full report for the WFC board meeting tomorrow (4/14).

WSDA is working on drafting a strategic plan. The draft of that should come out by June 15<sup>th</sup>. At that time there will be processes and encouragement for stakeholder input.

There are new updated TEFAP and CSFP guidelines out. The income limits did increase, making more people eligible for these programs.

The EFAP close out report for FY2015 was utilized quite a bit by the agency and stakeholders. WSDA will start using year end TEFAP/CSFP reports similarly to complement the information provided in the EFAP report.

James has the updated food list for TEFAP – see WSDA report. There are a few bonus items that will be coming in large quantities such as walnuts, grapefruit juice, and chicken. See the full report/list for more details.

WSDA presented their findings from their nationwide TEFAP distribution survey at the Western Region Conference of Departments of Agriculture meeting, and received good feedback. They will be sending a draft copy of that report to USDA and several stakeholders, and are working on getting more feedback, with the aim to having a final version published.

Farm to Food Pantry Program:

Rotary First Harvest will again be the lead contractor for this program in 2016. WSDA were able to secure a little additional funding to help support these efforts and are looking to expand.

The link to the 2015 report will be sent out.

WSDA Staffing:

Susan Eichrodt's position has still not been completely filled. WSDA did do a temporary hire to focus specifically on helping with the administration of the website, making sure that things are clean and usable, resources are accurate and available. There should be more information about the regional rep position (Susan's position) within the next month.

Year-End Expectations:

Recap of what we've done and where we are as a committee.

Proposal to have another meeting at the end of this month and then May to have some deliverables by the end of the fiscal year (June 30<sup>th</sup>).

Policy Task Force:

Goal is to have policy FAQs and Insurance Demystified done.

Very rough draft FAQs to be sent out to committee by mid-May (18<sup>th</sup>)

WFC staff are working with WSDA on both of these items.

Site Review Task Force:

Got some good info from Dept of Health, thanks to Bonnie Baker. Still collecting info/input from others. Earl will get something out in May for review.

Next Meetings:

Policy Task Force: Wednesday May 25<sup>th</sup>, 1pm

Site Review Task Force: Wednesday May 11<sup>th</sup>, 1pm

Full Committee: in-person meeting prior to board meeting, same day/place. ( Food Lifeline's new warehouse – details will be coming).

Adjourn

## WSDA Updates for WFC Board Meeting – April 14, 2016

**Food Assistance Programs EFAP Metrics:** The number of visits to food pantries in January 2016 were down, by 7%, from 725,817 to 674,652 compared to January 2015. Similarly, the number of total new clients in January went down by 13% whereas new senior visits went down by 7%. The pounds of food distributed to clients in January 2016 was 9,889,346 down by roughly 1.4 million or 13% compared to January 2015.

**Updated TEFAP and CSFP Income Guidelines:** Available now on the WSDA website; we will also send the following links to the forms directly to our TEFAP and CSFP Contractors.

- [444-CSFPIncomeGuidelines](#)
- [445-TEFAPIncomeGuidelines](#)

**Close-out Reports:** Looking at creating TEFAP and CSFP Close-out reports just like EFAP

**HFOR Update:** Thank you to all our contractors for your continued assistance and diligence in getting 5<sup>th</sup> quarter reporting completed turned in. It was great for everyone to rallying and provide this essential information. On the [HFOR page](#) on our website you can see county and state data sheets for all 4 quarters, with the fact sheets for 2-4<sup>th</sup> quarter to follow soon.

In the next few months, Megan will be putting together an analysis of the first year of HFOR reporting overall explaining the process from beginning to end and sharing all the awesome details about the current landscape of food options in WA food pantries and meal programs.

Just a reminder that we have switched to twice a year reporting so the next HFOR is not due until August. We plan on having a kick-off meeting in June to share about the process and newer updates of the HFOR data along with a q and a session. Reminder....

**Farm to Food Pantry:** Congratulations to Rotary First Harvest who was the winning bidder to conduct the 2016 Farm to Food Pantry Purchasing Pilot. If you are interested in seeing last year's report please click on the link below:

- [2015 Farm to Food Pantry Purchase Report](#)

**New work with WFC:** WFC will be helping us with the FAP Advisory Policy Task Force by providing clarifying language and definitions on the different types of insurance, FAQ regarding policies – “real life” examples to answer these questions, and research validity of an insurance pool for our subcontractors.

**TEFAP Distribution Survey Update:** USDA Western Region Conference – James and Kyle presented their findings from the nationwide TEFAP distribution survey project to all of the states in the region and USDA. This best practices survey was the first of its kind done on a national scale. The Survey is in draft form and will be sent out to several stakeholders and USDA for final input. Once we have the input back we will make it final and available on our website for download (possibly in June).

## WSDA Updates for WFC Board Meeting – April 14, 2016

### TEFAP Food Update:

- **What percent of healthy foods were offered this month?**
  - *USDA Food Distributed – TEFAP & CSFP*
    - 91.61% – *Healthier Food Options*
    - 2.39% – *Less Healthy Food Options*
- **USDA Food– TEFAP Update:**
  - *TEFAP received a total of 1,110,149 pounds of food in March 2016 with a total value of \$827,239.00.*
  - *CSFP received a total of 153,527 pounds of food in March 2016 with a total value of \$96,472.00.*

### April to June

#### Entitlement

- MILK 1% MILKFAT UHT 1500 BOX-12/32 FL OZ
- PEACHES CLING SLICES CAN-24/300
- BEANS GREEN CAN-24/300
- CORN WHOLE KERNEL CAN-24/300
- BEEF STEW CAN-24/24 OZ
- BEANS REFRIED CAN-24/300
- EGGS 15 DOZEN
- BEANS DRY GARBANZO PKG-12/2 LB
- SPAGHETTI SAUCE MEATLESS CAN-24/300
- POTATOES DEHYDRATED FLKS PKG-12/1 LB
- CEREAL RICE CRISP 1008 PKG-16/12 OZ
- PASTA MACARONI PLAIN ELBOW BOX-20/1 LB
- MILK 1% MILKFAT UHT 2816 BOX-24/8 FL OZ

#### Bonus

- CHICKEN LEG QTR FRZ BAG-4/10 LB
- CRANBERRY JUICE CONC CAN-12/11.5 OZ
- WALNUT ENG PCS CTN-24/1 LB
- LAMB SHANK FRZ CTN-35-45 LB (Small amounts of Lamb)
- BEANS GREAT NORTHERN DRY PKG-12/2 LB
- BEANS PINTO DRY PKG-12/2 LB

### July to September

#### Entitlement

- MIXED FRUIT CAN-24/300
- CORN WHOLE KERNEL CAN-24/300
- PEAS CAN-24/300
- MILK 1% MILKFAT UHT 1500 BOX-12/32 FL OZ
- SPAGHETTI SAUCE MEATLESS CAN-24/300
- LENTILS DRY PKG 12/2 LB
- OATS ROLLED PKG-12/3 LB
- EGGS 15 DOZEN
- TUNA CHUNK LIGHT CAN-24/12 OZ
- SOUP TOMATO CAN-24/1
- RICE US#2 LONG GRAIN PKG-24/2 LB
- CEREAL WT SHREDDED 2160 PKG-10/16.4 OZ
- PASTA SPAGHETTI BOX-20/1 LB
- MILK 1% MILKFAT UHT 2816 BOX-24/8 FL OZ

#### Bonus

- CATFISH FLTS UNBRD RAW PKG-20/2 LB (Small Amounts of Catfish)
- WALNUT ENG PCS CTN-24/1 LB
- BEANS PINTO DRY PKG-12/2 LB
- PEANUT BUTTER SMOOTH JAR-12/18 OZ
- GRAPEFRUIT JUCE PLST BTL-8/64 FL OZ

## **WSDA Updates for WFC Board Meeting – April 14, 2016**

**WSDA Strategic Plan Updating:** WSDA is in the process of developing a new strategic plan. We will be working on this over the next couple of months and will be sharing this with our partners prior to becoming final.

**Staffing Update:** We are still working on hiring for our vacant position but in the meantime we were lucky enough to hire Jasmine Sanborn as our Communications Coordinator. The programs (including small farm direct marketing and Farm to School) are now responsible for their own web and website maintenance; Jasmine will be helping us with this and also be updating all of our program materials.