Welcome and Introductions
Attendees: Adam Inman, Laura Fails, Christina Ostmeyer, Stan Vallis, Corina Cox, David Paul, Kathy Barrett, Robyn Stuewe, Cara Ellermann, Sandy Procter, Jennifer Church, Terri Jo Markham, Brook Brubeck, Mindy David-Graybeal, Kim Kerr, Laine Norris, Michelle Charbonneau, Amber Howells, Debbi Davidson, Kaye Kabus, Cheryl Johnson, Kelly Chanay, Mark Thompson, Cindy Johnson, Barb Depew, Pam Rosebaugh, Tara Witthuhn, Holly Kuckelman, Jill Ladd, and Julie Henry.

State Board Vision – Cheryl Johnson
Kansans CAN. Kansas leads the world in the success of each student. In strategic planning meetings, the CNW team is present and making sure the CNW goals are part of the vision by providing healthy meals as well as health and wellness initiatives. Our need is to empower the school representatives to include CNW as part of the school redesign teams.

Celebration of Child Nutrition Programs – Cheryl Johnson
- School Lunch Hero Day on May 4th.
- Child and Adult Care Food Program (CACFP) is celebrating their 50th Birthday on May 8

Omnibus Bill and Legislative Update – Cheryl Johnson
- CACFP Meal Service Training Grant
- Equipment Grants
- PLE exemption if positive balance in Food Service Fund as of 1/31/18
- Farm to School Grants – funding doubled
- HUSSC Award Discontinued
- Nutrition Standards Flexibilities – on WGR, target 1 sodium and milk remain in effect for next school year
- Testimony to Kansas Senate Education Committee on school lunch concern, alternate meals, and food waste. Survey questions sent to Kansas School Sponsors and compiled report sent back to Kansas Senate committee.

Technology Innovation Grant (TIG)/Technology Needs – Julie Henry
To effectively and efficiently assess, monitor, and review sponsoring organizations to ensure accountability by implementing a comprehensive web-based system that is fully integrated and delivers a seamless user experience.
- SD Process: Engineer an intelligent and programmable workflow-enabled infrastructure to allow for automation of the SD process.
- Procurement Review: Design and implement a comprehensive web-based Child Nutrition Program procurement review tool, which leverages rules-based workflow to allow for better compliance adaptations.
- Auditing: Develop and implement browser-based, program specific auditing software, leveraging workflow where applicable.
- CACFP/SFSP Administrative Review Module: Integrate CACFP and SFSP on-site review processes with backend program operations to improve efficiency and increase program integrity.
- Architecture improvements to KN-CLAIM: Architect all new and expanded applications on KSDE’s KN-CLAIM system with intelligent data validation, workflow-driven decision response, and support for additional information guidance in the user interface.
TIG Update
- SFSP/CACFP Review Modules
  - SFSP → Integrated. Initial testing has begun.
  - CACFP → Integration in progress.
- Audit Module
- Procurement Module
- Seriously Deficient Tracking Module

Technology Small Group Discussion
What are technology needs now and in the future? What technology solutions would help CNP Sponsors do their jobs more efficiently, reduce error and increase program integrity? For Program Renewal, should forms be on KN-EAT under Administration or just on the Checklist in KN-CLAIM?
- More online classes (2)
- Online classes - Give FDCH providers access to home providers certificates (3)
- Online application
- Be able to take online classes as a group and certificates for all
- Re-population of fields (2)
- Real time data and forms, streamlining
- Re-inputting of information
- Alignment of printing issues
- Timeout time needs to be longer
- FSB log and all other training combined
- Sync to calendars and reminders about due dates
- Automate claim process - ability to upload each POS by site to enter into claims (3)
- Printing training log
- Notification of deadline: app or calendar to a mobile device (4)
- Provide an online free and reduced program
- Consistent app for free/reduced from KSDE that can be approved rather than app through companies (2)
- Data visualizations: Management, user/site dashboards
- Group online training and still get individual certificate (7)
- Home providers, schools, centers to be able to upload meal counts and attendance directly into KN-CLAIM
- Standard online free/reduced application (3)
- Online Take Time for Food Safety for Home Providers

Professional Development Update – Julie Henry and Cindy Johnson

Online classes complete and available: CACFP At-Risk Afterschool Meals, KN-CLAIM video tutorials SFSP Menu Planning, Food Safety Basics, SNP: Is This Meal Reimbursable (Breakfast), SNP: Is This Meal Reimbursable (Lunch), CACFP Admin Workshop 2018, CACFP Child & Adult Meal Patterns, CACFP Infant Meals, Civil Rights Compliance in CNPs, SNP Administrative Update 2018, Confidentiality in CNPs, Verification Training PY2018, Implementing HACCP in Kansas, Income Based Eligibility Determinations, It’s Time to get Down and Dirty, Managing Food Allergies, Paid Lunch Equity SY17-18, Pick a Peck of Produce, Smarter Lunchrooms, Social Media Matters, Sodium Savvy, and SFSP Administrative Training 2018.

Online classes in development: Is your Attitude Showing?, CACFP Family Style Meal Service, Meal Modifications, and CACFP: Is this Meal Reimbursable?.

Food Safety Basics Options
Online and F2F currently available. Should we continue as is? Sponsors are sending new hires to F2F class and find it valuable.

Child Nutrition Management Academy
Classes to be held at Garden City, Garden Plain, Paola and Abilene July 2018 are Effective Financial Management, Kansas Procurement, Personnel Management 1, Food Service Sanitation, My Role in Creating a Healthy School Environment, Culinary Champions Series, Staff Professional Development, and Administrative Update.
New Professional Development
New F2F classes completed: Getting Grit, Food Safety Jeopardy, Handling a Food Recall, Preparing for an Emergency, Respecting Generational Differences, Emerging Risks and Resources in Food Safety, Knife Know How, and Growing Healthier Futures with CACFP.

Baking Boot Camps
Hands-on Quantity Baking Classes include Preparing Healthy Quick Breads and Preparing Healthy Yeast Breads. Pilots held at locations in March 2018 were Garden City and Topeka. Classes were well attended and had waiting lists for classes. July and August 2018 will be held in Hays and Andale. Plans are already being made for 2019.

Training Small Group Discussion
What are training and technical assistance needs? Should KSDE conduct a training needs assessment via Survey Monkey? What resources are needed re: meal pattern implementation, culinary techniques, food safety, wellness policy, program administration….?

- Wellness policy Resources
- Healthy Meals and recipes for homes
- Food Service do regional training same time as teachers do – ED-Camp
- CACFP Whole Grain Rich, face-to-face or online
- CACFP Procurement, face-to-face or online
- ICN is a good source of good training – promote both KSDE & ICN?
- Both online and face-to-face (2)
- More training for Administration about CNW and why it is important
- CACFP Home Monitor Handbook (updated)
- Training from – to extension to help CNW and to help location agents
- As a home sponsor need more train-the-trainer trainings. Some topics might include: picky eaters, updated WGR training, cooking w/kids, menu planning/cycle menus, some hands-on interactive training on food prep for home providers.

Additional Training Questions discussed:
- Roadshow Concept Professional Development Day
- Leadership Retreat

Farm to Plate – Barb Depew
Reported on Farm to Plate conference in Cincinnati. Barb will now be working in the Topeka office especially on Farm to Plate. Plan to create a Farm to Plate Advisory Council.

Small Group Discussion Questions
What activities would you recommend including in a Farm to Plate grant proposal? What are the biggest barriers to incorporating local foods into Child Nutrition Program meals? Draft an agenda for a state-wide Farm to Plate Conference.

- Activity – more about partnering with ag groups, 4-H groups,
- Barriers – list of providers in area so they know who to contact
- Funds to create an education component
- Barriers – not always convenient to purchase and/or amount might need be available
- Coordinate a food HUB
- Grants for farmers and schools to work together (2)
- More money to homes—as there are costs for tools, seeds, etc…
- Time and availability
- Education to Students on where food comes from
- List of local producers in areas with contact info (5)
- How to do workbook on Farm to Plate
- A farm to plate commercial for the state is a great idea!
- Partner with state agriculture groups. Dept. of Ag to help educate farmers about opportunities.
- Barrier: access to consistent local products.
Summer Food Service Program – Kelly Chanay
SFSP Sponsors, Sites and Participation continues to increase. Goal for 2018 is 1.5 million meals served! Door hangers and yard signs are available for sponsors.

Congratulations to the 2017 Summer Food Service Program Best Practice Award Winners!
- Outreach Efforts - Kids Need to Eat
- Innovative Approaches to Increase Access
  - USD 415 Chanute
  - Social Innovations Laboratory
- Volunteer of the Year - Lynn Kasper, Trinity United Methodist Church, Wilson
- Volunteerism - USD 260 Derby
- Summer Champion - Kammie Anderson, USD 259 Wichita

SFSP Small Group Discussion
How can we help Kansas SFSP Sponsors increase participation at meal sites? What can be done to increase Farm to Plate this summer? What assistance/resources/training do Sponsors need from KSDE?
- Culture – if parents can’t eat, kids can’t eat.
- Make connections with other organizations – like Boys and Girls Club
- Have a kickoff at each location instead of one location
- Kids Café – market as an activity, not a feeding program
- Hand out free tickets
- Advertising on TV paid for by the state. To producer’s if interested contact…. (2)
- Increase Farm to Plate- start early and let providers know HOW to make it work
- Use of Social Media: Facebook and Twitter (4)
- List of local producers and farmers markets (2)

Child & Adult Care Food Program/PreK Meal Pattern – Jill Ladd
New CACFP meal pattern was effective October 1, 2017. FAQs updated and will be posted on our website. WGR foods can now be identified in one of six ways and she discussed those options. Reviewed other recent policy changes.

CACFP Small Group Discussion
What documentation should KSDE require centers and day care home providers keep to demonstrate that at least one whole grain-rich grain is served each day? What training activities should we include in our proposal for the CACFP Meal Service Training Grant?
- Copy of label in a book that shows everything served.
- Providers to keep labels (2)
- Keep labels as long as serving the product.
- More local trainings in the evening.
- Why can’t the regulations be more like NSLP (whenever possible)??
- Do training at districts to save money. Give stipend to child care for attending the training.
- KSDE training for school-based CACFP and more cooperation and partnering with locals who have CACFP
- More stipends and mileage for home providers for face-to-face training.
- More 1-hour online training for CACFP
- Face-to-face training on WGR items
- Get paid to attend CACFP meal service training
- Keep pictures of WGR products
- Keep what you are serving as a WGR for the day, and then be allowed to throw out. Providers don’t want to keep trash!
- Grants for training materials and trainers.
- Money to sponsors to develop regional information on ww/wg.
- Grants: Whole grains monies to sponsors @ state level.
- Can we get the recipes for home provider quantities?

At-Risk Afterschool Meals – Mark Thompson
Reviewed FRAC’s recent publication that shows the change in participation and meals/snacks served. It also highlighted KCKs efforts. An At-Risk Afterschool Meals toolkit is being developed.
Hot Topics
- Meal Modifications
- New Director Toolkit
- Procurement
  - Micro
  - Buy American
  - Market Basket
  - Writing Procurement Plans
  - Ethics
  - Food Service Management Company Update
- Wellness Coaches
- PE Kansas Website
- CDC Grant Proposal
- Breakfast Leadership Grant – received from Share Our Strengths
- Healthier Kansas Menus Revisions – as part of a Team Nutrition Grant
- Body Venture

Wrap-Up & Adjourn
- Expense Forms
- Next Meeting - November 2018
- Thank you