



# Child Nutrition & Wellness Advisory Council Meeting April 5, 2019

## **Welcome and Introductions**

Attendees – Robyn Stuewe, Cheryl Watts, Kaye Kabus, Janelle Dean, Cara Ellermann, Adam Inman, David Paul, Kim Kerr, Sandy Procter, Josh Mathiasmeier, Mary Clark, Deb Brehm, Beth Carlton, Brooke Wolf, Michelle Charbonneau, Kathy Eaton, Cheryl Johnson, Kelly Chanay, Julie Henry, Jill Ladd, Cindy Johnson, Barb Depew and Pam Rosebaugh.

## **Child Nutrition Program Reauthorization Update – Cheryl Johnson**

House and Senate are working on CNP Reauthorization. Cheryl Johnson testified before the House committee and Josh Mathiasmeier will be testifying before the Senate committee on April 10.

## **CNW 2019 Goals – Cheryl Johnson**

Cheryl shared some of the CNW Team goals for 2019 and explained how CNPs compliment the Kansas State Board of Education's vision. CNW developed a handout called "Creating a Healthier School Environment with School Redesign" which tells how child nutrition programs might benefit your school redesign plan. Cheryl presented slides showing how sponsors of child nutrition programs are changing – less CACFP sponsors, more SFSP sponsors and more sponsors are participating in multiple programs.

## **Technology Innovation Grant (TIG) – Julie Henry**

Julie gave an update on progress of the TIG. Serious deficiency and audit modules are currently being developed. Procurement tool and V3 of KN-CLAIM (more active features to improve user experience) are the last projects under development.

## **ART Grant Proposal – Jill Ladd**

The ART Grant Proposal was submitted and now just waiting to hear if KSDE is awarded the grant. Projects in the proposal included: Develop a public facing state-wide web-based meal application. Enhance KN-CLAIM by developing robust resource management tools, Paid Lunch Equity (PLE) and nonprogram food revenue web-based tools as well as an electronic grant management tool. KSDE also proposed to modernize the Professional Development Module within KN-CLAIM that includes the development of a professional standards tracking tool as well as develop technology-based training solutions to enhance LEAs knowledge base for successful program administration. If awarded, a full-time online professional development staff person would be hired as part of this grant.

## **Team Nutrition Grant Proposal – Jill Ladd**

Discussed the two FY2019 Request for Applications (RFAs) available for Team Nutrition Training Grant funding. Applications are due June 3, 2019. The council members agreed that CNW should not apply for either grant.

## **Required Annual Administrative Training – Cheryl Johnson**

CNW proposes to provide six face-to-face trainings for SNP (School Nutrition Programs) Administrative Update and CACFP (Child and Adult Care Food Program) Administrative Workshop. Webinar opportunities would be available – lasting between 1 to 1 ½ hours with resources provided. Webinars would also be available for sponsors of multiple programs. Online training would also still be an option. Home Sponsors will receive Administrative Workshop training as part of a monthly conference call. Sponsoring Organizations and Home Sponsors will have face-to-face Financial Management training in September in Wichita. Advisory Council members agreed with the proposals. A webinar is preferred if not a lot of changes.

### **Training Update – Cindy Johnson**

Per recommendations at Advisory Council meetings, a few changes have been made:

- Class confirmation will give information about handouts that participants will be provided at training.
- Certificates will still be printed and sent as before.
- To evaluate a class, a link will be provided on the last slide of each class. Advisory Council members tested the evaluation process. A member suggested having a QR code available for scanning as it would be much easier than typing in a URL.

### **Training Needs Assessment – Cindy Johnson**

Cindy reviewed results from the SNP and CACFP Training Needs Assessments. Sponsors like all type of training delivery methods. Prefer the classes about running program (i.e. administration, menu planning, food safety).

### **Training Needs to Develop and Focus on as a Team – Cindy Johnson**

Feedback provided by council members:

- Training options for new employees is needed. Current “introductory” trainings are held infrequently and training is long and overwhelming. New staff are not able absorb and apply knowledge presented. Make Jump Start classes available online. They want to understand a little before going to training - which can be overwhelming. Seeing things multiple times helps to learn. After 5 years on the job, now when they go to training, they get it and understand better.
- Jump Start for Directors – refresher course
- Back to basics.
- Acronyms are confusing.
- New stuff for managers, directors, and staff.
- Mentor/Mentee relations are important. Similar size and same region is preferred.
- Webinars in sections are preferred
- Q & A on kn-eat.
- SNA Facebook site.
- Forum – ask questions. Filter by size of district, directors, managers, employees. Notifications.
- Procurement needs to be simplified.
- CNMA – best meets the needs of medium and small districts.
- Large districts provide internal training on professional development days.
- Online development quality – focus on simple and quick online training development.
- Reinforcing material should be simple.
- Online classes (i.e. Food Safety Basics) should be interactive.

### **Class Topics**

- Vegan – Vegetarian for infants and small children
- Trends
- Culinary Trends – specialized culinary, (blanching and freezing), sauerkraut, holistic,
- Food Recovery
- Staffing Strategies – Creative Staffing when Unemployment is Less than 3%

### **Other Training Discussion**

- ServSafe Certified training through Extension available online
- Blog statement
- CNW proposed a couple different learn and listen opportunities. Council members preferred the Director Retreat option.
  - “Learn Listen Expedition” for all programs. It would include a one-hour class and one-hour listen and networking time at 6 regional locations.
  - “Annual Director Retreat” – Sort of a Team Up for Directors. Sections lead by program directors and/or facilitators. Preference would be for one-day training and include: back to the basics, partners, sharing, communication notes, discussion topics, etc.

### **Farm to Plate – Barb Depew**

Provided details on the Farm Fresh Fridays Challenge and the Team Up for Local Foods Recipe Challenge. How can CNW help sponsors with Farm to Plate? Discussion included:

- Meet with sponsors individually may help.
- Most sponsors not resistant to doing local.
- Time is a problem and figuring out logistics.
- Need educational opportunities.
- One pager with Q & A – how to do this, committees to do this, contacts.

### **Summer Food Service Program (year round meal service) – Kelly Chanay**

More sponsors are participating in year round meal service – multiple child nutrition programs. So far this year, CNW is anticipating 10 new school sponsors participating in SFSP. Focusing on getting more participants to SFSP sites. Outside of school hours meal service for those that do not qualify for At-Risk Afterschool Meals. Goal is 1.5 million meals. Applied for and received approval for waivers for SFSP:

- Sponsors do not need to conduct 1<sup>st</sup> week site visits for returning sponsor/sites
- Length of meal service
- Length of time between 2 meal service periods
- Offer vs Serve

Added the information to KN-CLAIM - sponsors do not have to actually complete a waiver, but check a box on sponsor application, thereby allowing for data collection. Update on SFSP Administrative Training.

### **Administrative Review Discussion**

Would sponsors like CNW to combine program administrative reviews and have a team review multiple programs at the same time? Advisory Council members preference is to have one team review for all programs.

### **Breakfast Leadership Grant – Jill Ladd**

School Administration is asking food service to provide an innovative breakfast model – Grab 'n Go, Breakfast in the Classroom or Second Chance Breakfast. What kind of training or resources do you need?

- Visit with other schools or who to reach out to and see how it works in other schools
- Class on Innovative Breakfast Delivery Models

Another round of grant applications are being accepting for those wanting to implement an innovative breakfast model. Applications will be accepted until April 26, 2019. There is no F/RP percentage cut-off for this round of grants.

### **CACFP Meal Service Training Grant**

Statewide conference this fall in Wichita at Sedgwick County Extension on September 10, 11 & 12, 2019. Conference will include: Infant training, Team Up for CACFP Success (At-Risk Focus), Statewide conference and sponsoring organization financial management training. Also, Tasty Takes culinary class will be offered in the spring at regional locations. Stipends will be available for Sponsors who attend

### **Hot Topics**

- Civil Rights-Meal Modifications – updated Civil Rights information in program agreements
- Procurement / Buy American / Micro Purchases – activity in writing a procurement plan and spreading the wealth
- Industry Training – will be held in Overland Park at the end of April
- Labeling of products – self-service models (i.e. grab 'n go), products bundled do not have label or what is in it, so will need signage that ingredients available upon request.
- FSMC – a vendor that sells meals to SFSP or CACFP must competitively procure. Working to register vendors for SFSP and CACFP.
- New Director Toolkit
- Body Venture
- Best Practice Award

### **Wrap-Up & Adjourn**

- Expense Forms
- Next Meeting – November 15, 2019