

CACFP INPUT WORKGROUP

Agenda

August 9, 2023 10:00 am to 10:50 am

MEMBERS

Carolyn Miller (late), ~~Anjelica Terry~~, Leslie Bowerman, Catherine Durham, Maria Elena Florez, Ashley Flowers, Mary Gregory, Bana Jazi, ~~Yolanda Keys~~, Michael Rosenberger, ~~Victor Salazar~~, Matthew Winter

TDA

Catherine Wright-Steele, Annette McBride, ~~Maricruz Torres~~, Ivan Melchor, Celeste Saulsberry-Philips, Carl Crittendon, David Dierksen, ~~Geoffrey Horni~~, ~~Chad Etzel~~, Melinda Nguyen, Burak Tan

PURPOSE: The Texas Department of Agriculture (TDA) created the Child and Adult Care Food Program (CACFP) Input Workgroup to gather feedback directly from contracting entities (CEs) and assess the challenges and opportunities they have at the local level. Members also provide recommendations for ways TDA can enhance its administration of CACFP and help CEs find new efficiencies in their current operations.

TOPICS

I. Welcome & Introductions – Catherine Wright Steele

Welcome

TDA introductions

Workgroup introductions

II. Workgroup responsibilities – Catherine

We convene to look at what is changing and how we can address the gaps and opportunities related to CACFP administration. This workgroup is formed to discuss topics at a broad level with impacts on multiple operators. Input group members represent the collective CACFP operators - detailed, CE specific questions should be sent through regular communication channels. Group discussion is highly encouraged. Topics can be issues the agency is considering and would like members' input or items the members recognize as an opportunity or gap in CACFP that it would like to discuss with the members and bring to TDA's attention. For example, the work from this group in the past resulting in sharing best practices, created additional resources and helped TDA to clarify guidance based on input.

III. Meeting Outline Moving Forward – Burak Tan

Moving forward, our calls will be held quarterly, first meeting scheduled to occur in October. We will send out a poll to determine a most suitable meeting date/time. This workgroup meetings will be conducted in the following manner:

- Members will receive a set of questions approximately 3-4 weeks prior to the scheduled meeting date.
- Members will provide their written responses via email no later than 2 weeks prior to the scheduled meeting date.
- TDA will compile the responses and present its findings during the call to open the floor for discussion.
- Members will brainstorm together to discuss a potential shortcoming for that specific quarter and various ways it could be addressed. The final determination will be made by TDA Executive Leadership.

IV. Counting and claiming - Catherine Durham

-How can we make it easier?

- Boots on the ground are struggling with rosters – one for enrollment and then another for meals – instructed students to run POS but are they required to sign the POS receipts? Is there an easier way?
- Carolyn Miller, ESC 11, will contact Catherine Durham on this, and will bring any recommendations for best practices or improved guidance to the next meeting.

V. Meeting Wrap Up – Next Steps.

Catherine: Are our emails on the website? Yes www.squaremeals.org/CACFPworkgroup

Per Maricruz: remove Chad Etzel, Annette will be optional