Agenda

- **TDA Staff Changes:** Jackie Cantu has accepted another position within TDA and will no longer facilitate the CACFP Input Workgroup. The Food and Nutrition Coordinator position is currently posted for applicants. The replacement for this position will step in as the facilitator for the workgroup once filled.

- **Workgroup Subgroup Assignments:** Jackie Cantu has gathered and assigned all the members to one of the four sub-workgroups identified in the previous meeting and identified the TDA member for each group. The TDA member will reach out to the group to set up meetings to discuss the assigned objective. (See Attached)

- **USDA Memo SP42 -2016:** Beth Thorson brought this memo to the meeting to request input on how this memo would impact Contracting Entities (CE). What are challenges barriers in rolling out? Would partial implementation cause confusion?

  - **Member Comments:** Members expressed concern with the whole grain requirements in the new meal pattern. One member expressed that they have many Vietnamese clients that eat white rice and changing to a brown rice to meet the whole grain requirement could cause participation to decline. Members discussed that the new meal pattern would result with increased food and labor costs. CEs would need to update recipes to incorporate changes. CEs will need time to utilize inventory on hand. Roll out at one time. CEs need time to train staff and obtain updated nutrition labels. New meal pattern changes would affect the information collected on the food production records. Implementing all the new meal pattern changes this program year could cause material changes with current contracts.

  - **TDA Clarifications and Resources:** TDA clarified that the new meal pattern whole grain requirement is once a day and CEs should evaluate their menus for areas within all meals served each day for menu items that would be more acceptable in a whole grain version. TDA does have some resources for cooking whole grain pastas correctly. USDA provides the Determining Whole Grain Resource Guide. Option one of SP42-2016 provides more allowances and flexibility for CEs to gradually implement the new meal pattern changes. Option two could allow certain CE’s to do full implementation
with State Agency permission.

- **Conference Feedback:** TDA requested immediate feedback for how members felt this year’s conference was.
  
  - **Member Comments:** Members enjoyed that the conference provided more than just 101 training. They liked the case study class and table sharing. They felt the conference was very informative and they learned so much. On member was confused during the Online Food Buying Guide class because the online guide does not contain all the various pack sizes they purchase. They were specifically concerned because they had a previous Administrative Review finding pertaining to how they utilized the Food Buying Guide. One member suggested TDA look at how the Online Food Buying Guide could be electronically linked to an electronic food production record. Members commented that they are seeing a trend at TDA for providing more training and that helps keep the programs running well. Members also commented on the timing of the conference. They suggested that TDA not hold conferences at the beginning of month when claims are due and during holiday weeks. They also reminded TDA that many CEs have extra kids in summer months while school is out. They did enjoy the hotel.
  
  - **TDA Comments:** Will provide clarification for the Online Food Buying Guide course. Further discussion pointed out that section I-4 of the Food Buying Guide provides instructions for how a CE can document actual yields for specific product brands. In the event that a CE does not agree with findings identified during an Administrative Review TDA recommends the CE pulls the regulations pertaining to that finding and have a professional discussion with the reviewer. The CE could also request a discussion with the reviewer and TDA management to discuss and clarify regulation. TDA has purchased a menu planning and analysis software system for NSLP that provides tools for planning menus and analyzing them for nutritional content. TDA is looking to see if this software could be utilized in CACFP in the future. The contract for the 2017 CACFP Conference is already in place. It will be at the AT&T Center in Austin at the same time as the 2016 conference. TDA must secure hotel space for conferences several years in advance to get hotels to bid on our contracts.

- **Member Update:**
  
  - Members requested that future meetings be set up utilizing Skype so the group can see each other during discussions.
  
  - One member would like create a regional workgroup to gather feedback for the CACFP Input Workgroup meeting and would like to request contact information for the CEs in their region.

    - **TDA response:** Members of the CACFP Input Workgroup do represent the CEs in the state and not just their organization and should bring other CE feedback to the meetings. Members that organize these regional meetings should advise attendees that the purpose of the group is to provide input to the State Agency. It is not guaranteed that their suggestions will be implemented or enforced by TDA. Requests for CE contact information should be submitted to pubinfo@texasagriculture.gov.

- **Closing Comments:** TDA thanks you for your participation in this workgroup and will keep you posted on the staffing changes as more information is available.