CACFP Sponsors Input
Workgroup
1:30 – 2:30 pm
May 26, 2016

Attendees:
TDA: Angela Olige, Jaclyn Cantu, Sharon Welborn, Rose Westerman, Beth Thorson, Robin Roark, and Christine Bendana

----- Agenda Topics -----

- Roll Call
  - A member did send someone else in their absence. Ms. Cantu asks that members not do that in the future as it isn’t fair to other people that applied, but were not selected to participate in the group. It will also interfere with discussing workgroup objectives.

- Welcome - Angela Olige
  - Ms. Olige thanked the workgroup for their time and attendance. She saw some of them at the Dual Sponsors meeting and hopes to see them all at CSCFP conference. This workgroup has helped TDA over the past year and before that providing input on policies and determining any enhancements needed for the TX UNPS, structuring the upcoming conference by providing input and feedback. Some of the workgroup members are presenting, such as Sharon Ray. Feedback from Dual Sponsors meeting indicated that most of the members are interested and want to participate in this workgroup. Ms. Olige has heard good things from Jaclyn Cantu on what the workgroup is doing. She heard some member concerns in Orlando, at the National Conference and hopes the workgroup will continue to help TDA enhance the program and the operations of the program with what is working well and what’s not, and where TDA may need to clarify and provide additional training and assistance. If members have any concerns or opportunities, do not hesitate to let us know. Ms. Olige plans to attend future meetings to hear what the Committee is doing.

- The Child Nutrition Program Integrity Proposed rule is out for comment and Ms. Olige encourages CEs to submit comments. USDA is interested in hearing feedback. Ms. Olige encourages the members to inform their peers of the Proposed Rule so they might submit comments.

- Workgroup Objectives
  - Jaclyn Cantu requested members to pick two objectives that the workgroup expressed interest in from the previous meeting. The group agreed to work on the following objectives during their term:
    - Provide TDA input on the administrative review processes and resources to help create
transparency and clarity of the process. Victor Salazar, Leroy Claborn and Nguyen Nguyen volunteered to be on the subcommittee for this objective. Angela Olige supported this objective for the committee during the Dual Sponsors meeting.

- Provide TDA input on the processes for submitting an application in TX-UNPS and recommend potential needed enhancements. Subcommittee was formed during the previous meeting consisting of Sharon Ray, Berta Macat and Victor Salazar.
- Provide TDA input on policies and process where there is State Agency discretion. Jaclyn Cantu will request members volunteer to be a part of this subcommittee.
- Provide TDA input on outreach efforts such as Farm to Childcare, promoting grant opportunities, and informational collateral. Dietrich Nickleberry-Love volunteered for this subcommittee.

- Jaclyn Cantu will ask that all other members volunteer to be on one of the above subcommittees if they do not currently listed.

**CN Program Integrity Proposed Rule – Jaclyn Cantu**

- Ms. Cantu encouraged members to read the Proposed Rule. The rule contains changes that impact CACFP CEs. Comments due May 31st. Ms. Cantu suggested that members use their communication channels to spread the word to other CACFP CEs. Sharon Ray stated that the Sponsors Association would be submitting comments. The National CACFP Association has submitted comments for this rule as well.

**New CACFP Meal Patterns – Beth Thorson**

- TDA is in the process of updating the following:
  - Update Handbooks, Forms and Instructions, Procedures Manual
  - Incorporate new meal pattern into Boost Meal Appeal (BMA)
  - Coordinate with other agencies/organizations to share resources (WIC, etc.)
  - Update current nutrition resources (Stay Healthy With Milk and CACFP Meal Pattern Requirements and Recommendations) to comply with new meal pattern rule
  - Modules currently in development for ESCs to use in training
  - CACFP State Conference presentations (July 5 – 9)
  - Update current nutrition trainings to comply with new meal pattern rule

- Compliance is training staff and updating compliance materials to reflect changes, such as the Food Production Record. Compliance will involve ESCs and CEs in those changes.
- TDA will send CEs any USDA clarifications concerning the new meal patterns as they get them.
- The new meal patterns do allow for over a one year grace period to allow CEs to prepare for those changes. Once that grace period ends, TDA will enforce the new meal patterns as dictated by USDA.
- Sharon Ray advised TDA that the new requirement allowing whole milk up to 1 year of age and low-fat milk for 2 years and older will be a challenge for CEs.

**CACFP Conference**

- The upcoming CACFP Conference was influenced by the previous workgroup that guided TDA to make the conference have a primary focus that changes each year. This year’s conference will have a financial management focus, per the 2015 CACFP workgroup, to help provide training on the various aspects of financial management. Other courses will be offered, the new meal pattern as an example, to still appeal to all participants. However, a majority of the trainings offered will be geared towards financial management. Next year, the conference will focus on a different aspect of the programs.
- Ms. Cantu would like to set up a time at the July conference for the workgroup to meet. She will look to schedule time that Thursday during lunch or at the end of the day (3:30-4:30ish).

- Discussion Topic:
  - Paperwork Reduction Act
    - Some members stated they were in favor of the recommendations made in the report to Congress and USDA. Sharon Ray stated that there were recommendations to State Agencies that could be evaluated now. The members will be keeping these recommendations in mind as they work in the subcommittees to make recommendations on TDA policies and procedures.

- Member Updates
  - Sharon Ray provided an update from the TX-UNPS subcommittee. Sharon e-mailed the workgroup a summary of what the subcommittee had discussed. They are working through several recommendations to TDA on how to streamline the application process, such as a download functionality that currently exists in the NSLP application.
  - Victor Salazar supported Sharon’s comments as a member of the subcommittee. He would like to have access to more report functions.

- Closing Comments
  - Ms. Cantu will e-mail the meeting notes to the group and include Ms. Ray’s subcommittee notes. Ms. Cantu will request that the other members volunteer for one of the subcommittees established by the workgroup.