

CACFP WORKGROUP MINUTES

10/07/2025

This was a kickoff/introductory session for the Child and Adult Care Food Program (CACFP) Workgroup that will serve from October 2025 through July 2027. TDA began the meeting by requesting that each member provide a brief introduction about themselves and describe how they envision their work and how the group's collective efforts can contribute to improving CACFP in Texas.

TDA shared the purpose of the CACFP Workgroup with the meeting attendees, highlighting that the group will meet quarterly to gather input and discuss current challenges and opportunities for CACFP in Texas. TDA further iterated that the input and feedback from these meetings help guide TDA as the agency works to provide the resources and training needed to achieve success and compliance.

Here's a summary of the key points:

- **Detailed Purpose Statement:** The CACFP workgroup is designed to be a collaborative discussion. The goal is for participants to understand the abilities and limitations of the program administrators in making changes. TDA emphasized the importance of improving program administration on an annual basis, especially as federal regulations evolve. While some aspects of regulations and monitoring may be unchangeable, communication strategies, policy descriptions, and resources for providers can be improved. TDA noted that the group's impact can vary, ranging from simple conversations to significant changes in processes and forms, depending on the current CACFP landscape and the group's ability to influence it.
- **Open Discussion:** CACFP Workgroup members inquired more about waiver extensions and sought additional guidance from TDA. TDA explained the process of requesting extensions for USDA requirements. TDA advised submitting waivers separately and to be aware that everything at the federal level is on hold until the federal government reopens. TDA assured that it will submit waiver requests and utilize any persuasive information provided by any organization seeking a waiver to support their arguments.
- **Future Planning:** TDA emphasized that discussions in the next quarterly call should involve fully fleshed-out ideas, not just brainstorming. Participants need to think through issues, potential solutions, and their applicability and efficiency before presenting them to the group for consensus.
- **Sponsor Association Role:** Texas Sponsor Association agreed that the association can spearhead discussions related to sponsor issues. They are willing to form committees to address specific challenges, such as calculating non-profit food service, documenting labor, and site expectations, beyond the quarterly calls with TDA.

- **Clarifying Expectations:** CACFP Workgroup members highlighted the need for clearer guidelines and alignment with TDA's expectations for sponsors, especially those of unaffiliated sites. Furthermore, members suggested that identifying and sharing specific policy changes between USDA and state agencies would be beneficial.
- **Learning from Findings:** CACFP Workgroup members suggested using findings from administrative reviews as a basis for discussion and to identify ways to avoid similar issues in the future.
- **Ongoing Communication:** TDA concluded by encouraging participants to connect outside of the official quarterly meetings to discuss ideas and develop solutions, which can then be proposed as agenda items for future CACFP Workgroup meetings.