



<b>Meeting Minutes: Farm to School Taskforce</b> Friday, May 29, 2015, 9:00 a.m.-10:00 a.m. (General F2S Meeting) & 10:15-12:00pm (Grower-Institution Meeting)	<b>Next Taskforce Meeting: TBD</b>
<b>Attendees:</b> Colin Cureton (Community Health Improvement Partners), JuliAnna Arnett (HHSA), Danny Calvillo (Sunrise Produce), Dwight Detter (Whole Foods Market), Johnna Jenkins (Valley Center-Pauma Unified School District), Kate McDevitt(UCSD Center for Community Health), Judi Reynolds (Escondido Union School District), Kathryn Spencer (San Diego Unified School District), Dawn Stone (Escondido Union School District), Deridre Kleske (County of San Diego), Ron Troyano (Alchemy), Elizabeth Vaughan(Community Health Improvement Partners), Ray Kau (County HHSA), Steve Bailey (Rancho J’Baile Farm), Ashley Cassat (SDUSD), Jamie Cassutt-Sanchez (EUSD), Amy Haessly (VUSD), Barbara Hughes (HHSA), Representative from Sweetwater Union High School District, Gerald Dugal (Farmer), Chico Guff (Solutions for Change), Chris Weathers (Prospective Farmer), Bianca Bonilla (North County Community Services)	
<b>Recorder:</b> Elizabeth Vaughan (CHIP)	

Agenda Item	Discussion	Action
<b>Welcome &amp; Introductions Johnna Jenkins &amp; Judi Reynolds</b>	<ul style="list-style-type: none"> <li>Members of the F2S Taskforce introduced themselves.</li> </ul>	
<b>Debrief: USDA Training, April 10, 2015</b>	<p>CHIP and the Farm to School Taskforce hosted a procurement training on April 10, 2015 with two trainers from the USDA Farm to School Team. Over 30 people representing over 15 districts were in attendance. Attendees were asked to share the following:</p> <ul style="list-style-type: none"> <li>What was your ‘take-away’ from the training? Attendees were very happy with the information provided and found the knowledge useful to their positions.</li> <li>Has anyone implemented the strategies presented in the training or is planning to do so? How? Elizabeth Vaughan debriefed on how she offered direct assistance to La-Mesa Spring Valley District and Santee School District in drafting their produce bids. Other schools are also encouraged to reach out for assistance if they would like further assistance in how to apply the information provided by the USDA.</li> </ul>	<p>USDA Procurement presentation will be shared with the taskforce and posted to the F2S website.</p>



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<b>Debrief: CHIP Technical Assistance for 3-year farm to school plans</b>	<p>CHIP recently selected two San Diego County school districts to receive technical assistance in developing a 3-year farm to school plan. They received 5 applications. Vista Unified and Sweetwater were selected along with supplementary support that will be provided to Encinitas. Based on the interest of districts, CHIP is hoping to offer this opportunity again for more school districts in 2016 and is including this work in upcoming funding proposals.</p>	
<b>Review: Draft farm to school district profiles</b>	<p>The 42 draft F2S district profiles were shared with members in attendance. The process of collecting information for the profiles was discussed with the group, including new metrics used such as percentage of free or reduced price meals (FRPM), gardens per 1,000 students, etc. The new metrics are being used to better normalize the data across districts. This is the second year that CHIP has produced farm to school district profiles. Eventually CHIP hopes to create a scorecard and ranking system to be applied to F2S efforts across the County. District profiles will be publicly available on the Childhood Obesity Initiative's (COI's) website and can be used by schools, advocates, parents, etc. as you see fit.</p>	<p>- Districts wishing to make any revisions to their respective profile need to contact Elizabeth Vaughan ASAP.</p> <p>- Profiles will be posted to the F2S website and will be announced to the F2S taskforce.</p>
<b>Presentation: SDUSD Garden to Café Program</b>	<p><u>SDUSD Garden to Café Presentation, Ashley Cassat</u></p> <p>A presentation on the Garden-to-Café (G2C) model used by San Diego Unified was provided. Ashley is a Farm to School Specialist II for San Diego Unified School District. One of her responsibilities has been to develop and implement a G2C program in SDUSD, which allows food grown in school gardens to be served in the school's cafeteria, and salad bars in particular. The G2C presentation was followed by a brief discussion.</p> <ul style="list-style-type: none"> <li>- Districts concurred that a training by CHIP &amp; SDUSD staff on how districts can start a Garden to Café program would be useful. Districts present asked for this training to occur at the beginning of the 2015-2016 school year.</li> <li>- Liability protocol is included in the training and the Department of Environmental Health is the agency that partners with the schools.</li> <li>- Taskforce member recommended districts are cross referenced for their bid renewal and followed up with on their bid process.</li> </ul>	



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	<ul style="list-style-type: none"> <li>- <b>Announcement:</b> The next COI Schools &amp; After School Domain meeting will be held on June 16<sup>th</sup> at 11:00am at United Way and will feature presentations on the California Farm to School Conference from our region’s representatives, Ashely Cassat (SDUSD) and Susi Jones (Julian).</li> </ul>	
<b>Proposed Trainings for SDC Districts</b>	<p>The F2S Taskforce expressed interest in receiving trainings on the following:</p> <ol style="list-style-type: none"> <li>1) Starting a Garden-to-Café program</li> <li>2) Advocating for the inclusion of farm to school in district wellness policies               <ul style="list-style-type: none"> <li>- The F2S Taskforce was informed that the COI schools domain has included F2S specific work on its work plan and the two groups will regularly be updating one another on their activities.</li> </ul> </li> </ol>	
<b>ANNOUNCEMENTS/UP DATES</b>	<ul style="list-style-type: none"> <li>• Save the Date: 2015 Let’s Go Local! Produce Showcase, October 23<sup>rd</sup> from 2:00pm-5:00pm at the Leichtag Ranch</li> <li>• Update: COI Schools Domain Workgroup</li> <li>• Distributor-District Conversations: These conversations were put on hold following 1-on-1 conversations with several distributors that were opposed and/or recommended against trying to convene all of a distributors clients for this conversation. CHIP’s new food systems team will continue to develop a rapport with the main distributors, advance these conversations between individual districts and their distributor(s) regarding local procurement, and re-visit these conversations at a later date..</li> <li>• USDA Farm to School Grant Submitted</li> <li>• Final Reminder: USDA Farm to School Census</li> </ul>	
<b>10 MINUTE BREAK</b>		
<b>Grower-Institution Reconvening from 2014 LGL! Produce Showcase, 10:15am-12:00pm</b>		
<b>Welcome &amp; Introductions</b>	Colin asked the attendees to group up by County regions and find one thing that the regional group has in common	
<b>Discussion: Let’s Go Local! Produce Showcase</b>	<u>Present &amp; reflect: LGL! Six Month Survey Results (Colin, 10-min)</u>	<ul style="list-style-type: none"> <li>• <b>Proposed improvements</b></li> </ul>



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	<p>A six month follow up survey was conducted with distributors and growers who attended 2014 LGL! Produce Showcase to assess how successful this networking opportunity was for their businesses. Overall, approximately 20% of responding growers and distributors made new sales to clients met at LGL. Other positive changes were also recorded such as increased sales to existing clients, labeling and highlighting of local products on packaging. Additional feedback was provided on creating more networking opportunities for parties with similar purchasing power.</p> <p><u>Present: Goals and outcomes for 2015 LGL!, get feedback (10 min)</u></p> <p>Proposed outcomes and metrics were provided to the F2S taskforce for the 2015 LGL! Produce Showcase.</p> <p><u>Discuss: Proposed improvements to 2015 LGL? (10 min)</u></p> <ul style="list-style-type: none"> <li>• More traditional space be provided for attendees to sit and talk with the vendor.</li> <li>• Recommend to vendors that at least two people are available to work the booth.</li> <li>• The reception could have a small entrance fee to help cover expenses.</li> <li>• Include an informational booth on why F2S is important for more commercial reasons.</li> <li>• Provide any leadership who attend with certificates.</li> <li>• Provide a demonstration site (Solutions Farms cited the 5<sup>th</sup> grader farm visit that had them solving agricultural problems).</li> <li>• Host a VIP time before the event for growers to get more face time.</li> <li>• Provide a more central space/raised space for speakers.</li> </ul>	<p style="color: red;">will be brought to the LGL! Planning committee.</p>
<p><b>Discussion: Harvest of the Month (HOTM)</b></p>	<p><u>Harvest of the Month (HOTM) Overview (Kate McDevitt &amp; Kussy Mackenzie, UCSD)</u></p> <p>A brief presentation on the statewide HOTM program was provided to the F2S Taskforce. UCSD oversees program implementation and educational resources related to HOTM while CHIP leads procurement efforts necessary for HOTM. CHIP's seasonality chart is the key document UCSD staff uses to advocate for the development of the annual HOTM calendar. A few key resources from the HOTM program include the following:</p> <ul style="list-style-type: none"> <li>• School resources are available online for free</li> <li>• Staff resources and flyers are available to help instructors provide the curriculum</li> </ul>	



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	<ul style="list-style-type: none"> <li>• HOTM is part of common core</li> <li>• School banners and “I Tried It” stickers are available for participating HOTM sites</li> </ul> <p><u>Present 2015-2016 HOTM Survey Results: Projecting HOTM demand (Colin)</u></p> <ul style="list-style-type: none"> <li>• A survey was sent out to institutions participating in the F2S Taskforce and the Nutrition in Healthcare Leadership Team (NHLT) and the information is collected every year to guide CHIP’s on the ground procurement planning with schools, hospitals, distributors and farmers for the HOTM program.</li> <li>• Data on aggregated produce demand from all the institutions was presented, including the forecasted district demand for the 2015-2016 school year.</li> <li>• Projected aggregate county-wide demand for produce by school districts is \$12,000,000 and demand for local and/or regional produce projected at \$5,880,000. A more limited 5-10% of total produce procurement being locally sourced would result in \$589,000 (5%) to \$1,178,000 (10%) of local purchases.</li> <li>• A limited number of price points and processing requirements were also shared on various produce items.</li> </ul> <p><u>Discuss: How can CHIP best support you in procuring HOTM and other local produce? (Colin)</u></p> <ul style="list-style-type: none"> <li>• The question was posed if it is possible to standardize where produce comes from via distributors.</li> <li>• SDUSD uses a different HOTM calendar as their demand is much greater than other school districts and it is helpful to have that demand staggered for the HOTM program as a whole.</li> </ul>	
<p><b>Discussion: Crop Seasonality Chart</b></p>	<p><u>Review: 2014 Seasonality chart, get feedback for improvements</u>  The 2014 Seasonality Chart was reviewed. The chart will be updated over the summer to reflect current availability for the 2015-2016 school year.</p> <ul style="list-style-type: none"> <li>• It was recommended to add a zip code next to the farms listed on the Seasonality Chart.</li> </ul> <p><u>Distribute grower in-take form for 2015 Crop Seasonality Chart</u></p>	



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	<p>Growers were requested to enter their projected availability of seasonal crops on their grower intake form.</p> <p>Update: <u>Goal for web-based 2015-2016 Crop Seasonality chart</u></p> <p>Colin shared that CHIP is interested in pursuing an online mapping system that will list the location of farms based off their availability for produce in relation to distances from school districts drop off sites.</p>	
<b>ANNOUNCEMENTS/UPDATES</b>	<ul style="list-style-type: none"> <li>• Save the Date: 2015 Let's Go Local! Produce Showcase, October 23<sup>rd</sup> at the Leichtag Ranch</li> </ul>	
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