



# CACFP Input Workgroup

9:15am - 10:15am

F&N Conference Room

Thursday, February 22, 2018

*External- Meeting Notes*

## Roll Call

**External members:** Kandace Davis, Veronica Day, Lee Haddock, Sidonia King, Shonika Kwarteng, Sharon Ray, Cindy Serrano

**ESCs:** Tarrah Moreno, Laurie Schmidt-Staples

**Internal members:** Tracy Mueck, Melissa Dozier-Gonzales, Senta Fortune, Jennifer Page, Beth Thorson, Rose Westerman, John Tuley, Sharon Welborn, Christine Bendana, Linda Simmons, Teresa Cornett, Steve Stoeltje, Marianne Hopper, Gwen McDade, Carl Peterson, Kerry Cowlshaw

## TDA Updates

1. **Review of member request:** In the January meeting, CACFP members asked if the Texas Hunger Initiative (THI) could host regional best practice sharing sessions for CACFP Contracting Entities (CEs). As a follow to the request, TDA discussed the opportunity with THI; THI expressed interest in hosting session on regional platforms with CACFP and will provide TDA more details to share with members as they are able.

2. **Input requested:** National CACFP week March 11-17, 2018.

- a. New resources are available on TDA's webpage to celebrate National CACFP Week
  - i. Digital worksheets for children
  - ii. Downloadable placemats
  - iii. Cycle menus for both adult and child daycare
- b. Feedback was requested from Input Workgroup members regarding:
  - i. Suggestions to increase participation
  - ii. Additional resources to support National CACFP Week

Members suggested XYZ. TDA XYZ

3. **Input requested:** 3E's Grant

- a. Establishing the 3-Es Grant is a state funded grant aimed at improving child care centers
  - i. Servicing participants ages 2-3,
  - ii. Two options of participation:
    1. Healthier CACFP Award;
    2. Wellness

b. Feedback was requested from Input Workgroup members regarding:

Improving the 3E's application process

suggestions on developing a criteria for obtaining a bronze, silver or gold award

Members suggested XYZ. TDA XYZ

*Note:* The E-grants are available annually with notifications sent to licensed daycare centers last week of March and a set deadline historically the first week of May. Grants are reviewed and scored by a three-person panel. ESCs are available to provide technical assistance in completing a grant.

**Grant Information, Recourses and Application:** <http://squaremeals.org/FandNResources/HealthierCACFP.aspx>

**4. Input Requested:** Compliance Survey– SNP, SFSP, CACFP

- b. Survey overview and process
  - i. Surveys are sent the month following the review to request feedback on the review process, the reviewer and to provide suggestions for improvement.
  - ii.
    - 1. 40-60% response rate (high percentage positive with constructive feedback)
    - 2. TDA reviews feedback received on survey forms to enhance operations
- c. TDA requested feedback from the CACFP Input Members whether the survey could be improved (additional questions, edited questions, etc...).

*Note:* Feedback was solicited by email prior to the meeting. CAFFP Input Members did not have any suggestions to edit the survey.

5. Policy – TDA was provided guidance from USDA regarding federal procurement requirements. Sponsors of affiliated sites required to follow federal procurements regulations; non-affiliated sites are not subject to those regulations. An email will be sent to CACFP Input Members, soliciting comments regarding the impact of this regulation, with a 2-week response request.

6. **Update:** Monitor form – CACFP Input Members provided feedback related to the usability of the CACFP Monitor Form. TDA is reviewing those comments.

**Review and Report on Sub-Committees**

- 1. Program Review – Members posted questions regarding Program Reviews for At-Risk sponsors.
- 2. Financial and Procurement Review Process – No updates
- 3. Complying with the new Meal Pattern – No updates

Committee Items – no new discussion.