**AGENDA**

**Healthy Food for All Work Group**

Lawrence Public Library, Meeting Room C, KS 66044-3701, United States

10:00am – 11:30am, Wednesday, December 12th, 2017

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| **Agenda items** | **Notes** | **Action Items** |
| 1. **Introductions** |  |  |
| 1. **Announcements** | **Agenda**   1. SHSH Grant Awarded 2. Healthy Pantry Project beginning to look for new grant opportunities.    1. Suggestions? 3. LWL Retreat part 2 updates- Gwen 4. CDRR Summit and Approved Trainings    1. The annual Chronic Disease Risk Reduction (CDRR) Summit will be in Wichita January 31 - February 2, 2018. 5. National Rural Grocery Summit    1. National Rural Grocery Summit, June 25-26, 2018 at the Hilton Garden Inn in Manhattan, Kansas. 6. Leadership Lawrence Community Health Day- Thursday, January 11, 2018, from 8:30 a.m. to 11:15 a.m., at Sports Pavilion Lawrence. 7. Intern update    1. Brainstorm projects   **Notes**   * We received our grant for the SHSH initiative! Michelle is making plans for moving this forward. * Healthy pantries did not receive its grant, but we discussed other outlets for funding including making a plan without a grant (seconded by Connie), provide a food incentive for panties who sign up, and looking into grants from Walmart, BCBS, Sprouts, and Kansas Health Foundation * CheckBox Training report: We reviewed the training of the system that was provided at the 2nd LW retreat meeting.   + It is the database used for tracking accomplishments   + Who, Did What, With Whom, Toward What Goal?   + We discussed moving reporting to the beginning of the meeting   + Rotate the responsibility of entering, but we will also have an intern (Jan-May)   + Report community changes: programs, policies or practices (ex. Just food is adjusting hours to meet community preferences) * CDRR Summit and Approved Trainings   + More information available on the trainings coming up   + If you are interested, reach out to Charlie to sign up   + There is financial help with the fees associated   + Helen is working to have a joint local session available * Leadership Lawrence Community Health Day - is Thursday, January 11 from 8:30-11:15am. We will talk about ways to get involved, possibly serve as a pantry liaison * Intern update   + The intern from Kelsey’s class will be full time   + We need to brainstorm projects:Grant writing, reporting, surveying with SHSH, how to youth/teens on social media, focus group recommendations to work on, workgroups can come up with tasks and give to Kelsey * Helen - reported on the city commission on downtown grocery store project   + Nothing immediate will happen, many complexities involved   + Our coalition should be involved   + She will send more information   + Food insecurity study - is being built on by Stacy White   + This spring we would like to have an update presented to the coalition   + Helen asked to be on the agenda for next year to talk about food systems plan and food pantries, to give a formal update   + Harvesters will have an update to their map system and would also like to give a presentation in early 2018 * Connie asked about tracking the who, what, when etc. of pantries. Pantry contacts are important to know, if it is a mobile pantry, what type, etc. These would be useful to include in a an overarching tracking system like what Harvesters is developing * Norm identified that we need to know how to convey this information to the public. 211 is a commonly known resource that many use | **What:** Come prepared to report accomplishments at the beginning of each HFFA meeting  **Who:** Everyone attending |
| 1. **Subcommittee Break out session (30 minutes)**   Pantry: Sue, Christina, Jessica, Connie, Gwen,  Corner stores: Michelle, Helen, Melissa, Kelsey, | Points of Discussion:   1. Continued work on projects    1. Intern projects-submit to Kelsey    2. Action items moving forward-Specific assignments. |  |
| 1. **Subcommittee report to group** | Small report back on discussion and action steps moving forward (this will help us capture information in notes)   * Send goals & objectives to Kelsey   Healthy Pantries   * Needing grant resources, perhaps the intern can help with grant writing * Grant funding might create a paid coordinator position * Connie will have more hours to devote to the pantry project, plus her new co-worker will have this as her focus. * We can repurpose our current grant to apply to the Sunflower Foundation for support of the project * Connie will take the “foods to encourage” and market them as Fuel Good standards * There was the suggestion of an “Eat this/Not that” for pantries * Christina asked if we could find a way to simplify the expectations and requirements for pantries * There are a few hundred dollars still available in the budget - could be used for recipe holders, clip on a stick, etc.   SHSH   * Michelle reviewed the data from the community survey, conducted by Kelsey’s students and Michelle * She is still going through the data compiled from those efforts * Review of the job descriptions for 2 positions - community coordinator and communications coordinator * Goal is to use the data to develop a memorandum of understanding to present to the owner about the changes shoppers and community members indicated they would like to see at the store. |  |
| 1. **Additional updates/ Accomplishments forms** | 1. Meeting location for next meeting? 2. Please add a review of Kelsey’s Just Food study to the next agenda. |  |
| 1. **Adjourned** |  |  |