

**School Lunch Advisory Council (SLAC)
Meeting Notes – June 10, 2020**

Attendees:

NYS Office of General Services (OGS) Foods Distribution:

Maureen Barbic
Debbie Hesch
Barbara Marshall
Gabrielle Viens
Anja Allnach

United States Department of Agriculture (USDA)

Adrienne Vingjello, Food and Nutrition Services (FNS), Northeast Regional Office

SLAC Area Representatives

Area A - Karen Bronson-Clark, Food Service Director, School #1 BOCES
Area C - Tami Augugliaro, Food Service Director, Lancaster Central School
Area D - Kim Corcoran, Food Service Director, DCMO BOCES
Area E - Chris Whitmore, Food Service Director, Rome City School District
Area F - Dave Gravlin, Food Service Director, Potsdam Central School
Area G - Michael Robinson, Food Service Director, New Paltz Central School District
Area J - Lisa Ostrowski, Food Service Director, North Colonie Central School District
Area K – Regina Dunne, Food Service Director, Smithtown Central School District
Area L - Brian Wright, School Lunch Director, Baldwinsville Central School District
NYC – Anne O'Donnell, Director of Supply Chain Management, Office of Food & Nutrition Services

NYS Education Department (SED) – Child Nutrition Program Administration

Raemie Swain
Nicole Travis
Kristin Junco

New York School Nutrition Association (SNA)

Jennifer Martin

OGS Food Distribution

- We are now fully staffed with ten employees.
- Scott Mosier is changing gears and transferring TEFAP. Scott is training Adam Wright to do processing.
- Kim Corcoran and Mike Robinson are both retiring. This will be their last SLAC meeting. This will create vacancies in Area D and G. An email will go out seeking interested candidates.
- The terms for Tami Augugliaro (Area C), Regina Dunne (Area K) and Brian Wright (Area L) have been extended for a second three-year term.
- The first two weeks of the school year started out well and went downhill from there. The distributor contract for Area A and C was canceled. This required an emergency solicitation for a contract with no bidders. There were no brown box deliveries to schools in those areas for several months. Another solicitation was issued, and new vendors were found for Area A (Palmer) and Area C (J&L Ice). As expected, there were many hurdles in the shift from one distributor to two. We are still dealing with the effects of this.
- The long-time distributor in Area D the long-time distributor sold the business, closed doors and transferred the contract to another vendor, Willow Run effective May 15. Willow Run will be the distributor through June 30, 2021. OGS will be working with Finance to issue a solicitation for a five-year contract to serve that area.
- Area E distributor contract ended with Arctic on June 30. The new distributor for the next five years is Renzi Brothers in Watertown.
- The Area L contract with Big Apple ends on June 30, 2021. We will also be soliciting for that contract.
- 2020-21 School Year
 - The Food Preference Survey for School Year 2020-21 had the highest response ever. Food ordering was completed before the pandemic hit.
 - Bonus. \$1.7 million bonus of chicken fillets, shredded cheddar cheese, orange juice and strawberry cups.
 - We do not yet know how entitlement will be calculated next school year.
 - Sweeping of diverted pounds: An email went out to schools on June 8.

- OGS Food Distribution applied for and received State Administrative Expense (SAE) reallocated funding to implement a Food Distribution Inventory Management System. We worked with ITS for over a year on system requirements. An RFP was issued, and a contract was awarded to Colyar Technology Solutions (CTS). Their off the shelf system is being modified to meet NYS needs. We will test the system and provide training to schools (webinars and live training). The anticipated Go Live date is November 2020. This will change the way we managed USDA Foods. The Food Preference Survey and ordering will all be done in the new system. Schools will still order USDA Foods in February/March, but you will see your USDA Food inventory when it arrives at the distributor. You will use the system to choose the number of cases you want to receive on your next delivery. WBSCM will only be used to retrieve historical data for the next three years.
 - Training was going to be in-person, but due to the pandemic, training will be online.

NYS Education Department

- SED is currently putting together a task force for the reopening of schools
- A plan for the 20-21SY is still being determined
- P-EBT: "Pandemic Electronic Benefits Transfer"
 - Breakfast Only and Special Milk Only sites cannot participate
 - Program includes all CEP schools P-EBT includes all schools participating in the NSLP.
 - Will be collecting rosters from all SFAs, securely, in order to identify eligible children
 - Email on guidance with a prototype excel form will be sent to schools
 - Webinar on the program to follow
- Equipment Grant for FY19-20 had awards just finalized, SED is waiting for OSC to approve
- Equipment Grant for FY 20-21 will be \$1.8 Million to NY
- There is a probability of allowing meals to be eaten in the classroom, but nothing has been determined yet.
- Will Offer vs. Serve be Mandatory in SY 2020-21? It is only mandatory in high schools, but an answer in concern to other grade levels has not been determined yet. We do not know what the requirements for SY 2020-21 will be. It will depend on what the state mandates and what USDA will allow.
- It is still being determined whether or not that if students come on alternate days, if it will still be required to serve a meal or send a meal home for the student if they stay home, due to the day switch.
- Summer Feeding site is currently down, so that SED can do rollovers. The Summer team is incorporating all of the USDA waivers with the renewals/applications for summer. If additional waivers come out afterwards, separate application forms/waiver requests will be needed.
- Kimberly Vumbaco is now the director of Child Nutrition for NYSED.
- It is still being determined what-and if-there will be an audit process for COVID meals. Schools should have all paperwork saved, ready, and accounted for.

New York School Nutrition Association (SNA)

- NEW WEBSITE
 - New website has launched. It's a database and website all in one. Members now have ability to create their own invoices for renewals and registrations online
 - All future event registrations will be online
 - Directors have admin control for districts
 - Ashleigh will be setting up webinars to show members how to navigate around the new website
- 30 % INCENTIVE SUMMIT
 - Working with SED and Ag & Mkts to offer training and guidance for the 30% program
 - Was intended to be in-person training August 4th but we are planning for an online format
 - There will probably be 4 program blocks – we are working out how that will look
 - Zoom / webinars
 - All sessions will be recorded and housed on our website and probably Ag & Mkts site as well
- 2020-21 COMMITTEE INTEREST FORMS ARE OUT
 - Available in FOCUS and we will post online – and email out too
 - A chance for members to get involved and be a voice in the future direction of the association
 - Hosting the 1st annual committee day end of September/early October – serves as an orientation for all committees to prep goals for the year
 - It will be virtual this year – but moving forward it would be the Thursday prior to the start of conference

- MEMBER ENGAGEMENT
 - NYSNA hosted 4 regional calls a couple weeks ago to provide a platform for operators and industry to come together and just talk, share ideas, express challenges, offer solutions and just have a platform to connect right now
 - Ashleigh is sending out a survey soon to see if we want to continue those, modify them, and basically what the members need over the next few months
- EVENTS
 - SNIC cancelled – moved to May 2022 same layout, same venue
 - October Conference – cancelled
 - Regional Industry Seminars cancelled
- SOLUTIONS
 - The NYSNA HQ team has been working diligently to create a solution to fill the gap that these cancelled events have created. We have found a creative and innovative way to allow you to conduct your business through a format you've never experienced before.
 - NYSNA has partnered with First Taste TV to bring you: "From the Show Floor"! The first K12 On-Demand library where food service operators can find episodes of their favorite vendors that are accessible for viewing anytime, anywhere!
 - What makes this different than anything out there right now? We are staging an actual tradeshow – where vendors will set up their booths and our "attendees" will visit each booth to see what products are available. Viewers will get to experience the show floor through the power of video.
 - All videos will be organized in a vendor database for the food service operators. This database will have information we have collected from the vendors and the viewers can use it as a tool to help figure out which videos they want to watch at a certain time. They will have access to these videos from Mid-November 2020 through June 2021.
 - Other professional development: working with Gerharz to bring a really interesting program in October
 - Working with ADANE for a back to school program
 - Looking at some of the breakout workshops to see if we want to offer online training – especially for Food Service Director 101
 - NYSNA will be sure to provide CEUs this year for the members
- 2021 LAC
 - Cancelled – hotel went out of business
 - New platform
 - Important to build solid PP&L committee throughout the state

USDA, Food and Nutrition Services, Northeast Regional Office

- USDA is currently working on a solution in concern to Entitlement impact due to COVID-19. Entitlement is directly related to the number of lunches served, and numbers have dropped because of the school closures and the pandemic. USDA is looking at solutions that will provide the most minimal negative impact on the entitlements, as the school entitlements also affect the state entitlement.
- USDA is seeing an increase in prices on many items. Pricing is fluctuating throughout the year.
- Bonus items for schools were just offered (and closed). A majority of these items will be seen in August through the end of December, with one exception on the orange juice that goes until February.
- DoD now has vendors in place, so the program can be statewide. Training on FFAVORS has also happened. If a school knows some local produce that is not available in the DoD catalog, schools can contact NYS. NYS can work with DLA to get the local items put on the catalog.
- USDA is working with the Institute of Child Nutrition (ICN) Office of Food Safety to develop and deliver webinars in regard to precautions that relate to COVID-19. These webinars will start at the end of June 2020. Specific dates for these webinars will be on ICN's website. The Webinars will cover:
 - Safe Food Handling
 - Management Role and Personnel
 - Back to School with COVID-19
 - Best Practices/Challenges/Lessons learned
 - FAQs

AREA A

1.) Can I decrease brown box orders for next year since I have so much in inventory from this year, due to school closure? If I can decrease brown box orders will I lose that entitlement?

A. You cannot cancel orders; however you can request OGS to redistribute commodities you do not have room for. Issues involving Entitlement are still being determined, due to COVID-19.

2.) If I have too much brown box coming from my distributor, can I donate them to another school or to the food bank?

A. You can donate/redistribute to another school in the National School Lunch Program (NSLP), but not to a food bank. If there is food at the distributor that you will not be able to use, run a Requisition Status Report in WBSCM, highlight the items and quantities that you cannot use and email the request to ogsdonatedfoods@ogs.ny.gov. OGS Food Distribution will find a good home for the food.

3.) Because of this pandemic I am not using various items in emergency feeding. When we reopen for regular school, I will use it. Can I store items at the distributor longer than 60 days?

A. You can store items for longer than 60 days, in private storage that you set up with the distributor.

4.) I continue to have communication issues with my distributor. According to the delivery schedule, I should have received a delivery last week. I gave a breakdown and he is now telling me next week for delivery.

A. Communication errors on top of multiple changes and reallocations caused confusion and difficulty deciphering the reports. We have been working to get back on track by next year.

5.) I received my first Brown Box order mid-January, with a one-day notice. It was much bigger than my normal orders. When I received my list of what the distributor wanted to send me for February, I began to realize that they were definitely sending me an entire year's worth of stuff even though I had asked in the fall if we would be getting the food for the months that they didn't have a distributor, and they said no. I e-mailed OGS and they sent me a list of everything I should be getting for the rest of the year, and told me if there was anything I couldn't take, to let them know and they would try to find a home for it. I just had the chance to check the list and there is only ONE amount that is what I actually ordered; some items are less cases than I ordered (which is good), but there are some that are like, 20 cases more than I ordered. What's the point of even saying what we want or taking the time to split it up into different months? It's never right.

A. Communication errors on top of multiple changes and reallocations caused confusion and difficulty deciphering the reports. We have been working to get back on track by next year. Quantities also changed due to the mass redistributions related to the distributor contract cancelation, as well as storage issues caused by COVID-19. OGS will be doing an audit for all of Area A to make sure all numbers for every school are accurate for reporting.

6.) Attached is the report I was telling you about that I got from the distributor. He told me this was what I would be getting on my next order, so I ran a requisition status report and the only items that were actually mine were the 5 highlighted lines. I have no idea whose stuff the rest of it is! Order problems?

A. Communication errors on top of multiple changes and reallocations caused confusion and difficulty deciphering the reports. We have been working to get on track by next year.

AREA C - No questions/comments received from this Area.

AREA D - No questions/comments received from this Area.

AREA E - No questions/comments received from this Area.

AREA F

1.) Would like to discuss the sweeping of pounds.

A. Please refer to the June 8 email from OGS.

AREA G

1.) What will 2020-21 Entitlement Amounts be based on?

A. To be determined.

2.) Can this year's DoD and Pilot money not be swept until after Summer Feeding?

A. Entitlement ends on June 30 at the end of the school year. DoD cannot be used in Seamless Summer feeding. OGS is currently waiting for more information, from USDA and State Ed, in concern to the summer feeding programs. New school year entitlement can be used July 1.

3.) If all meals are eaten in classrooms (seems to be the safest plan) and food is delivered to the classrooms, what will the OVS requirements be? And will it be different for grade levels?

A. State Ed is currently working on a plan, but currently there is no answer yet.

4.) Will there be waivers available for the start of 2020-21SY and do you know what they might be?

A. Unknown.

5.) Is there any word about our programs getting additional funding due to COVID-19?

A. Unknown.

AREA J

1.) I am just curious for those that don't normally Summer Feed; will we be able to get more USDA foods if they are available at the distributor? Will there be additional entitlement or bonus provided? How will we get it in house?

A. There will be no extra food available at the distributor for Summer Feeding.

2.) How should schools who have been unable to utilize their full commodity NOI diversions-because of the change in service models-account for this? Are we receiving credits towards next year? Do we just lose out on that money? Does that change our accounting for commodities in end of year calculations?

A. Please refer to the June 8 email from OGS.

3.) Any plans on commodity reductions for next year? Knowing it's based on prior year, this year was not the best as it applies to commodity usage. One only had to look at distributor report for the last couple of weeks to see that.

A. There are currently any plans on commodity reductions. If there is food that you will not be able to use, run a Requisition Status Report in WBSCM, highlight the items and quantities that you cannot use and email the request to ogsdonatedfoods@ogs.ny.gov. OGS Food Distribution will find a good home for the food.

AREA K/W

1.) Just wondering about carryover of fresh fruit & vegetable program (DoD); if any funds are left and when am I supposed to sign up for next year? I want to change the dollar amount of what I put into it. I haven't seen any dates yet.

A. DoD funds (USDA Entitlement) do not carryover. If a school is already signed up for the DoD program, they don't need to sign up again. If a school is not signed up with access to DoD, the school must email ogsdonatedfoods@ogs.ny.gov and request to participate in the USDA DoD Fresh program. OGS will be sending out an email to Area K/W schools to request amounts of USDA Entitlement set aside for next school year.

2.) Why is OGS not letting us rollover any balances in direct diversion or brown box?

A. Entitlement ends June 30. There is no provision to allow for USDA Entitlement to roll over.

AREA L

1.) We've never had to send food back or not use our entitlements until this year. We believe it's a result of product coming in later than expected and having quantities increased by OGS.

A. We skipped this comment/did not discuss it

2.) What will happen to our NOI balances? Will Everything be swept? Or will they be transferred to next year?

A. Please refer to the June 8 email from OGS.

NYC Board of Education

1.) NYC will continue current feeding model through the summer: hubs, rec centers, Kosher/Halal.

2.) No definite plan for September feeding, yet. Once a decision is made, we'll work with OGS on orders.

3.) Looking forward to July 1st when DoD is available.

4.) Any feedback with the Sunflower Seed Butter? Incident of blue specs in some tubs was reported.

A. After submitting multiple complaints on different loads about the foreign blue objects in the Seed Butter, USDA reached out to OGS about whether NYC wanted the vendor to replace cases. They would like a replacement and have the remaining cases picked up. Also, would like to know when the replacement would be received at each distributor. OGS is still currently waiting to hear back from USDA on the matter.

Next Year's SLAC dates:

October 16, 2020

January 8, 2021 (with a tentative Snow Day Date of February 5, 2021)

May 14, 2021