

Annual Meeting Minutes

April 15, 2020

President Kati Wagner called the meeting to order on April 15, 2020 at 12:02 pm Eastern and introduced the Board of Directors.

1. Message from the President

Kati started the meeting sharing that while goals for 2020 were to increase staff and member services, negotiate hotel contracts through 2024, work with congress to influence Child Nutrition Authorization and create a 2020 Child Nutrition Today Magazine, that due to COVID19 and the cancellation of our annual conference, our plans and budget have been reworked. For FY2020, we anticipated income of just over 1.4 million and expenses of 1.5 million. We were willing to accept a small loss as an investment in a new website. When we canceled the conference, board made the decision that full refunds should be made to all attendees and vendors even though most expenses had already been incurred. With homes and centers closing in some states, we felt that everyone may need that money now. As of March 15, our revised budget, recognizing the likelihood of little to no additional income for the rest of the fiscal year, reduces our income to \$237,000 and our expenses will exceed \$800,000. During prior annual meetings, the Treasurer has always made a point to cover why we had so much money in reserves, which at the end of last year was just about \$900,000 – and this is why – so we won't go bankrupt in the case of a disaster.

2. Secretary's Report

2019 Annual meeting minutes from April 25, 2019 were approved by Unanimous Consent.

3. Treasurer's Report

NCA Treasurer, Melissa Moore, reviewed Revenue and Expenses for FY19 and noted net assets of \$898,699.01 as of September 30, 2019. Contract liabilities of \$611, 681.00 exist for NCA conferences in Atlanta 2020 and Vegas 2021.

3. Executive Director's Report

Lisa Mack reviewed the goals set for FY20 when the board met in October: Increased Staff & Member Services, 2022-2024 Conference Contracts, Child Nutrition Reauthorization, New Website: Content & Functionality, 2020 Child Nutrition Today Magazine as well as the standard work projects: Annual Conference, Calendar Training Program, Member Support, Nutrition Education Materials, Policy Summaries, CACFP Professionals Certification Program, CACFP Week Partnership with Sesame Street, Buyer's Guide.

Due to the growth of the conference and the desire to keep the conference under one roof in a large hotel rather than expand into a convention center, in December, three new contracts were negotiated and signed for future conferences: 2022 New Orleans, 2023 San Diego, 2024 Orlando. While this increases our overall contract liabilities from \$611,681 to just over \$1.6 million dollars in case of cancellation, there are less than 25 hotels across the country who can host our conference so it became increasingly more important to negotiate multiple future contracts.

New positions on the staff were planned to accommodate growth and increase member services based on the financial health at end of FY19. Those positions will not be filled now.

Until COVID, advocating for CACFP in the Child Nutrition Reauthorization act was a primary goal and Lisa shared that she and Kati had met with legislators in DC in early March to share member stories and emphasize the need for increased

funding in the bill. Meetings were positive and hopeful that a bill would be forthcoming in the next month—which is not the case today. Lisa asked members to nominate providers in their home state for showcase stories.

Suzanne Bonamici was named Friend of CACFP 2020 and while we typically announce that at the annual conference, Kati presented the award to her personally in early March and her acceptance video is online at cacfp.org.

Lisa shared a number of member materials that are available online and noted that the newsletter has moved from monthly to weekly this year to better serve members. She reviewed the 2021 CACFP Training & Nutrition Calendar Life in 3D, reviewed the CACFP Professionals Certification program, online webinar training, and partnership with Sesame Street for CACFP Week and online webinar available under member resources.

4. COVID Response & Update

Lisa shared that A Caring for Children while Social Distancing webinar was developed by NCA in response to the pandemic and almost 3,000 people have viewed it so far. NCA also sponsored a letter campaign to Congress asking for their help providing economic support to the CACFP community. Over 17,000 people have generated over 50,000 letters to congressional representatives in the House & Senate. As the fourth bill is still being written, more letters matter.

Kati noted that USDA has been working around the clock, literally, to draft and send national waivers out to the states. She reviewed each: The Meal-Time Waiver allows meals to be served to kids outside traditional times to maximize flexibility for meal pick up. The Non-congregate Feeding Waiver permits meals to be served in non-group settings to support social distancing. At Risk After School no longer requires an enrichment program, to also better achieve social distancing. The Meal Pattern Waiver allows providers to make the best choices available if a component is not available. Parents & Guardians can pick up meals and snacks for the children the children enrolled in the food program but not in the care of the provider. The monitoring waiver allows “desk” audits for new sites and monitors do not have to enter the providers home or center. The 60-day reporting waiver will extend the January and February reporting of claims by 30 days. Child Nutrition Q&A’s to help clarify all the above have also been issued.

What we know is that states are implementing these differently. We have heard from members who are seeking additional clarification on the waivers. Just because USDA has issued a waiver, doesn’t mean a state has to participate – and more importantly, just because they DO choose to participate does not mean they have to extend the waiver to all their child nutrition programs. It is truly state driven flexibility. Kati shared that we are happy to host and facilitate online zoom meetings for sponsors to talk together, share innovative solutions, and learn from each other. Members were polled on their desire for such meetings.

Kati shared that while we asked the CACFP Community to share our story with Congress online and 50,000 stories have been heard, NCA is also working directly with congressional staff to seek CACFP hold harmless monies – that is, economic relief that would look like payment of sponsoring administrative funds for a typical month of operations. If we get that it will be in the next, and fourth, bill from Congress. In the meantime, she shared are other financial options that may be helpful – The Paycheck Protection Program will allow you to borrow 2.5x your monthly payroll. Up to 100% may be forgiven if you maintain FTE headcount. The Economic Disaster Loan Emergency Advance is a \$10,000 loan that will not have to be repaid. The Childcare Development Block Grant funds that will be available from state agencies starting this week.

Before COVID19, USDA sent out a request for comment the Proposed Rule – Simplifying Meal Service and Monitoring Requirements for the NSLP and SBP. We sent a survey out to members asking for your comments to inform our association comments. We commented on and support these sections of the proposed rule:

- ✓ **Allow Expanded Use of Third-Party Audits:** We have commented that this would also be advantageous for CACFP – to allow parts audits to used in other audits. For example, the Fiscal Audit performed by the State Agency could be used for part of the independent audit.
- ✓ **Update Meal Modifications for Disability and Non-Disability Reasons:** We agreed that the Meal Modifications for Disability and Non-Disability Reasons could be expanded by permitting licensed dieticians the ability to sign Meal Modification statements.

- ✓ **Change Vitamin A and Vitamin D Units for fluid Milk Substitutions** The change to Vitamin A & D units for fluid milk substitutions will now conform to FDA labeling requirements.
- ✓ **Add Flexibility to State Administrative Expenses (SAE) Funds** This will let State agencies to carry over obligated funds and only give back to USDA unexpended funds. It is giving the states an opportunity to create a successful business model.

Though we did have some comments from members in favor of allowing these items back in as part of the meal pattern, the majority strongly felt that lack of nutrition, increased sugar, and training issues - we had put in so much time, energy and effort in getting providers to quit serving these desserts unless it was an "extra" makes this a hard no for the CACFP. NCA will comment that we are unequivocally opposed to reintroducing grain-based desserts back into the current meal pattern.

✗ **Grain-Based Desserts in the Child and Adult Care Food Program**

Comments are due by April 22 and everyone is encouraged to share the message with the USDA. Link is on the slide and will be in our newsletter.

4. Board of Director Candidates

Eight candidates are running for three seats on the board of directors for the 2020-2023 term. We have one small sponsor seat, one Head Start seat, and one at large seat to be filled from this election. Each candidate spoke for three minutes to express their interest to the membership and share why they would like to be elected to the Board of Directors. Nominees are Alix Pasillas, Brian Wieher, Denise Andrews, Jami Lee, Rev. Dr. Lawrence Karow, Nelazarie Wynn, Robin Paul, and Rhonda Kobylecky. All members were recognized for their willingness to serve on the board and for their years of service.

Questions & Answers

Valerie Cable from Kansas asked if the annual meeting slides would be available upon request and **Maves Ranola** of Florida asked if we would send a link to the presentation. The presentation will be posted to our website at cacfp.org and emailed to participants.

Amy Allen from New Hampshire asked for Kati to repeat what she said about the monitoring waiver as it pertains to desk audits. She did.

Mary Miller from Virginia asked if the trainings that were set up for the conference could still be done in a webinar form? Lisa answered that the NCA team is working on getting the top 25 requested trainings to be available in some format. She also noted that members have access to the 2020 online virtual conference that has about 70 training content already available from speakers who had turned in their presentations before the conference was canceled.

Carmel Davenport from Pennsylvania and **Susan Horner** from Texas both asked questions specific to COVID meal service that need further clarification and/or counsel from their state agency.

Motion to adjourn meeting made by Kati Wagner, seconded by Denise Andrews. Meeting was adjourned at 1:01 pm Eastern.

Respectfully Submitted,
Rhonda Kobylecky, Secretary

Meeting Attendees

Adeline Grier-Welch, Partners in Quality Care, MN

Alex Marshall, Southeast Tennessee Human Resource Agency, TN

Alexia Thex, National CACFP Sponsors Association, TX

Alexis Bennett, HHWP CAC Head Start, OH

Alice Zacharie, SNAP, Inc, GA

Alix Pasillas, Food For Kids Inc., NV

Amanda Hines, Child & Family Resources Inc., NY

Amy Allen, Southern NH Services Inc, NH

Amy Vaughn, Murray Head Start, KY

Andrea Lopez, CentroNia, DC

Angela Bunker, Child Abuse Prevention Services, A Division Of Child And Family Charities, MI

Angela Louis-Kelly, Louisiana Department of Education, LA

Angelita Barron, Oxnard Pathway to Educated Nutrition, CA

Ann Burkey, Growing Kids Learning Center, IN

Annetta Rutland, 4C for Children, OH

Ashley Strunk, Lake Cumberland Cso Head Start, KY

Beth Carlton, Child Care Links, KS

Beth Wittusen, Child Nutrition, VA

Blake Stanford, S.W. Human Development, TX

Brendia Moses, KCEOC Community Action Partnership, KY

Brian Wieher, Operation Food Search, MO

Brianna Guerrero, Feeding America San Diego, CA

Cara Ellermann, Russell Child Development, KS

Carmel Davenport, Allegheny Intermediate Unit 3, PA

Carol Jenkins, Crawford-Sebastian Com Dev Council, AR

Carolyn Roberson, Southeast Tennessee Human Resource Agency, TN

Cathy Harper, Nutrition For Children, IL

Cathy Reagan, AZ Association of Family Day Care Providers, AZ

Cathy Richards, Child Care Resource CNT, OH

Cathy Rosa, HOPES CAP, NJ

Champaign Spivey, Children First, FL

Charmonique Walters, Nevada Department of Agriculture, Food and Nutrition Division, NV

Cheeky Martin, Dimock Head Start, MA

Cherie Merrill, Waldo Community Action Partners, ME

Cheryl Johnson, Kansas Department of Education, KS

Christa Widener, Upper Cumberland Human Resource, TN

Christina Flythe, Child Care Council of Suffolk Inc., NY

Christine Wigren, Chautauqua Child Care Council, NY

Cindy Green, The Childcare Network, VA

Claudette Barber, Child Care Resources, MT

Colleen Giroux, Community Teamwork, MA

Connie Montpetit, Aroostook County Action Program, ME

Crissa Salmans, Dodge City Community College, KS

Cynthia Ehrhart, Navy Child and Youth Programs, VA

Cynthia Stimpson, Cornerstone Childcare, TX

Dana Reedy, Wisconsin Department of Public Instruction, WI

Danika Schweim, Minnesota Valley Action Council (MNVAC), MN

David Morris, Smart Lunches, MA

David Thibodeaux, Louisiana Department of Education, LA

Dawn Thompson, Community Coordinated Child Care, KY

Debbie Gary, Louisiana Department of Education, LA

Deborah Vitali, Child Development Health & Nutrition Inc, MA

Deborah Zaragoza, Child Development Associates, CA

Debra Centineo, Catholic Charities Diocese of Cleveland, OH

Denise Andrews, For The Children, OK

Dianne Sanders, Lewis-Clark Early Childhood Program, ID

Donna Pepper, Thames Valley Council for Community Action, CT

Donna Pomerson, Learning Care Group, MI

Dorothy Patterson, Nutrition Healthy Choice, LA

Ekta Patel, Family Services Child Development Division (FSCD), NC

Elaine Strauss, Louisiana Department of Education, LA

Elan Patterson, National CACFP Sponsors Association, TX

Elizabeth Sherman, National CACFP Sponsors Association, TX

Emily Harris, Telamon Corporation Michigan Migrant Head Start, MI

Ethel Cordova, Cypress Hills Child Care Corporation, NY

Farah Abunadi, Feeding America San Diego, CA

Gabriela Rangel, Child & Family Resources, AZ

George Garcia, Geo-Son Child Care Services, TX

Geraldine Prinkey, Clearfield Co. League on Social Services, PA	Karen Hayden, Westmoreland Community Action, PA	Lori Mahony, Child Care Council of Orange County, Inc, NY
Gladys Seals, Clinch Powell Educational Cooperative, TN	Karen Kopacz, Child Care Resource Network, NY	Lorraine Scuccimarra, Child Care Council Dutchess & Putnam, NY
Halley Ramirez, National CACFP Sponsors Association, TX	Karen Schexneider, Louisiana Department of Education, LA	Lupita Perez, New Mexico State CYFD, NM
Jacqueline Boynes, Geminus-Daily Bread Nutrition Program, IN	Kati Wagner, Wildwood CACFP Colorado, CO	Marguerite Tully, Illinois Child Care Bureau, IL
Jami Ferrell, Metropolitan YMCA of Mississippi,	Katie Quinlivan, Yours For Children Inc., MA	Marie Rutherford, Hopkinsville Christian County YMCA, KY
Jami Lee, Tri Valley Opportunity Council, MN	Kena Torbert, Fort Valley State University, GA	Marisela Morales, Infant Toddler Family Day Care, VA
Janet Dozier, JC Family Home Association, KS	Kendra Nelson, K & K Providers, LA	Mark Cittadino, Nutrition Education Services, LA
Janice Kirby, Mountainview Nutrition, WA	Kim Huntley, Idaho Department of Education, ID	Mary Miller, York County Head Start, VA
Jean Bianchi, Clarendon Early Education Services Inc., MA	Kimberlee Brown, Second Harvest Food Bank of Northwest North Carolina, NC	Maves Ranola, Lutheran Services Florida, FL
Jeanette Johnson-Reed, Minnesota Department of Education (MDE), MN	Kimberly Dumond, Catholic Charities Maine, ME	Megan Evenson, Family Service-Lincoln, NE
Jeni Hoover, Kendal Early Learning Center, OH	Kym Cappel, Butler County Educational Service Center, OH	Melek Yavuz, Child Care Solutions, NY
Jennifer Basey, National CACFP Sponsors Association, TX	LaTasha Williams, Bossier Office of Community Services, LA	Melissa Moore, Family League of Baltimore, MD
Jennifer Benn, Department of Family Assistance - New York State, NY	Lateasa Scott, Harrison House Community Program Inc, DE	Michelle Buhler, Louisiana Department of Education, LA
Jill Dockins, White River Planning & Development District, AR	Laura McCabe, KidCare Nutrition Sponsor, CO	Michelle Mata, Nar, Incorporated, TX
Joann Pickard, Webster Parish Community Services, LA	Laurie McDonnell, National CACFP Sponsors Association, TX	Michelle Rosegreen, Family Central Inc., FL
Joanne Varnes, Catholic Charities Inc., DE	Lesley Kohn, Chefables, CA	Nelzarie "Nez" Wynn, Vision Educational Center, SC
Jocelyn Fishel, Butler County Children's Center, PA	Liana Joslyn, ACCORD Corporation, NY	Nichola Williams, McIntosh Trail Early Childhood Development Council, GA
Jocelyn Moss, YMCA of Greater Pittsburgh, PA	Linda Anderson, Yours For Children Inc., MA	Nicole Hendershot, Child Care Food Program - VAC, WV
Jodi Loar, Louisiana Department of Education, LA	Linda Lambert, Louisiana Department of Education, LA	Nicole Rasmussen, Child Care & Nutrition Inc., MN
Jodi McGill, Utah State Office of Education, UT	Lisa Garrett, Ninth District Opportunity, Head Start, GA	Nicole Weaver, Geminus-Daily Bread Nutrition Program, IN
Johnny Patterson, Nutrition Healthy Choice, LA	Lisa Giroir, Motivation Education & Training, Inc, TX	Nour ElHuda Khadery, YMCA of Central Massachusetts, MA
Karen Green, Southeast Tennessee Human Resource Agency, TN	Lisa Rosa, Family Enrichment Network, NY	Pat Siergiey, Capstone Community Action - CCFP, VT
	Lori Doll, Milestones, MN	Patricia Clugston, PathStone, PA

Patricia Montoya, CentroNia, DC	Spencer Tengan, Honolulu Community Action Program Head Start, HI	Vickie Brownell, Community Action Planning Council, NY
Penny Moreno, Penny Valley Child Care Inc, CA	Stacie Shurock, Child Care Consultants, PA	Victor Salazar, Hummingbird Child & Adult Nutrition, TX
Perla Shaw, Catholic Charities Diocese of Cleveland, OH	Steve George, Boys and Girls Club of Truckee, NV	Wendy Harris, Children First, FL
Rachel Felts, Children And Nutrition, Inc, LA	Sue Worley, 4-C Community Coordinated Child Care, IL	William Farkas, Food Bank of Eastern Michigan, MI
Rev. Dr. Lawrence Karow, UMC Food Ministry, KY	Susan Horner, Community Services of Northeast Texas, TX	Yolanda Banks, International Leadership Of Texas (Ilt), TX
Reynaldo Green, Quality Care For Children, GA	Susan Ison, Helping Hands Inc, UT	Yuri Sandoval, Anaheim Family YMCA, CA
Rhonda Kobylecky, Acelero Learning, NV	Suzanne Wiley, LA Housing Assistance Corp, LA	Zady Pineda, Get Set Centers, PA
Robin Holz, Iowa Department of Education, IA	Tammie Martin, Partners for Children & Families, NC	Zulay Espinoza, Tremont Crotona DCC, NY
Robin Paul, Mid Michigan Child Care Centers Inc., MI	Tammy Bloyed, Louisiana Department of Education, LA	
Robin Thomas, Countryside YMCA Childcare Center, OH	Tanya Mead, Community Teamwork, MA	
Rose Sutherland, Nevada Department of Agriculture, Food and Nutrition Division, NV	Tara Rivers, Montgomery County Intermediate Unit 23, PA	
Sandra Harris, USDA FNS Mid-Atlantic Regional Office, NJ	Teresa Johnson, Family Services Inc., MD	
Sara Witte, Missouri Department of Health and Senior Services, MO	Teresa Ortega, Child Care Resources Of Rockland, NY	
Sehr Qazi, Hirani Platinum Corporation, TX	Terra Masias, St. Mary's Food Bank Alliance, AZ	
Shahmir Nazarali, Nutri Meal Resources, TX	Terri Glenn, Second Harvest Food Bank of Northwest North Carolina, NC	
Shantell Washington, Steps To Excellence, TX	Terri Hemminghouse, CASY, IN	
Shaquana Ina, Van's Kiddie Care, LA	Terry Talavera, Options For Learning, CA	
Sharon Lensing, Missouri Department of Health and Senior Services, MO	Theresa Galbavi, Michigan Department of Education, MI	
Shedron Davis, Alpha & Omega Nutrition Program Inc., TN	Valerie J. Cable, Day Care Connection, KS	
Sheila Jock, Child Nutrition, VA	Vanessa Gonzalez, National CACFP Sponsors Association, TX	
Sherri Looft, Child Care & Nutrition Inc., MN	Vedani Escudero, Associated Students Child Development Center, CA	
Sonja Dodds-Post, HHWP CAC Head Start, OH	Vicki Lipscomb, Child Nutrition Program, NC	