

**Nevada Department of Health and Human Services (DHHS)
Governor's Council on Food Security**

**REACH Subcommittee Meeting May 27, 2014
DRAFT Minutes**

Meeting Locations:

Division of Public and Behavioral Health, 4150 Technology Way Room 303, Carson City
Division of Welfare and Supportive Services, 3330 E Flamingo Road, Las Vegas
Aging and Disability Services Division, 1020 Ruby Vista Drive #102, Elko

Members Present:

Adam Kramer
Jodi Tyson
David Weaver
Michelle Walker, WIC Program Manager, representing Richard Whitley
Mike Wurm

Members Absent:

Kathleen Sandoval

Staff Present:

Angela Owings, Food Security Coordinator, Grants Management Unit, DHHS
Laurie Olson, Chief, Grants Management Unit, DHHS
Gloria Sulhoff, Administrative Assistant III
Amber Joiner, Deputy Director of Programs, DHHS

Members of the Public Present:

Kellie Gonzalez, Family Resource Center of Northeastern Nevada
Angela Phillips, Olive Crest Family Resource Center
Jenna Hall, Community Services Agency (CSA)
Paula Berkley, Food Bank of Northern Nevada
Shane Piccini, Food Bank of Northern Nevada

I. Welcome and Introductions

Laurie Olson, Chief of the Grants Management Unit in the Director's Office of the Department of Health and Human Services, opened the meeting at 3:04 PM and stated that she was chairing the meeting on behalf of Council Chair Kathleen Sandoval, who was unable to attend. Roll call was taken and a quorum was present. Ms. Olson noted that Michelle Walker, who was in attendance representing Richard Whitley, was allowed to participate in discussions, but would not be eligible to vote on any action items.

II. Public Comment

None

III. Election of Subcommittee Chair

- Adam Kramer nominated Jodi Tyson as Chair of the REACH Subcommittee. The motion was seconded by David Weaver and carried unopposed with no abstentions.

Ms. Olson turned the meeting over to the newly elected Chair.

IV. Review of Food Security Survey Results

Angela Owings, Food Security Coordinator, reported that the Governor's Council on Food Security (GCFS) adopted the priorities outlined in the State's Food Security Strategic Plan during their inaugural meeting on March 27. Subsequently, Council members participated in a survey to prioritize the goals set forth in the Strategic Plan and identify those which could be attained in a relatively short period of time. For the record, Ms. Owings read the first sentence in the introduction of the "GCFS Subcommittee Goals and Membership" document that was compiled as a result of the survey findings: "One in six Nevadans of all ages are food insecure and do not have access to enough food to maintain an active, healthy life." The document included goals for all four subcommittees, LEAD, FEED, GROW, and REACH. Ms. Owings reviewed the REACH Subcommittee goals as listed in the document. The "priority goals" in the left-hand column listed goals as identified by the survey results. The middle column listed those goals which have already been met. The right-hand column included "other goals" from the State's Strategic Plan. She noted that what was shown as a top priority for the REACH Subcommittee was not necessarily the number one priority identified through the survey. Many goals ranked higher, and several were in the LEAD and FEED Subcommittees' focus areas.

V. Member Orientation

Ms. Owings deferred the first topic under this agenda item, Federal Assistance Programs, to the full Council meeting scheduled for June 25. Several members requested they receive the information in advance of the meeting so as to be better prepared; Ms. Owings stated it would be sent out in advance.

Food Security Goals: REACH – Discussion

The group discussed the subcommittee's areas of focus, food distribution and data collection, and the goals as outlined in the document. Ms. Tyson commented that she participated in the State's strategic planning process, and at that time the REACH goals were identified as food distribution and logistics; however, the REACH subcommittee's focus areas are now identified as food distribution and data collection. She thought that the REACH subcommittee goals should include development of a data collection system and method for measuring data over time, especially since no other subcommittees had identified this as a goal, and members of the REACH Subcommittee have the resources to accomplish this.

Discussion continued around the software systems utilized by WIC and SNAP, and the Division of Welfare. Dave Weaver discussed third party collection tools and customer relations management systems, which the Food Bank of Northern Nevada is currently researching. It is important to create a common language and terminology covering all systems so as to measure apples to apples. Mr. Weaver suggested a common scorecard prepared by every agency and submitted to the Department. He also recommended breaking down goal number two into two short term goals: develop a self-reporting system, and gather data.

- Mike Wurm motioned to accept the first priority goal:
 - "Conduct a comprehensive benefit analysis study of the current state and nonprofit commodity/food delivery system that includes cost efficiency, frequency of delivery, and recommendations"
 - And to add an additional priority:
"Research multiple data sets and make recommendations on how a comprehensive and

long term process for tracking client services, program utilization and efficiencies might be implemented.”

The motion was seconded by Mr. Kramer and there being no further discussion, the motion carried unopposed.

VI. Public Comment

None

VII. Closing Remarks and Adjournment

Ms. Olson thanked the subcommittee members for their participation. The Department would like to establish a standing meeting date for the subcommittees with the full Council meeting every other month, and the subcommittees meeting in the off months, beginning in July. The members will be polled to determine best dates and times. The next full Council meeting is scheduled for June 25 at the Governor’s Mansion in Carson City. Members from Southern Nevada will travel north and fly back the same day.

There being no further business, the meeting adjourned at 4:47 PM.

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