

Food & Farm Council of Riley County & City of Manhattan

**August 16th, 2021, 11:30 am-1:00 pm, Extension Office Conference room, 110
Courthouse Plaza**

Members In Attendance: Carol Barta, Joshua Brewer, Andrea DeJesus, Megan Dougherty, John Green, Sharolyn Jackson, Jacquie Mack, Maureen Olewnik, David Procter, Adrian Self, Stephanie Smith, Kirsten Spear, Vickie James (FFC Coordinator), Elias Martinson, City Liaison, Shanika Rose, County Liaison, Kate LaRosh, new Council member.

Unable to Attend: Michael Wilson

Guests: Daphne McNelly (proxy for Michael Wilson, representing ATA bus)

For ease of finding, here are all the links you need to sign up to HELP! 😊

Konza Student Table – Help serve meals to K-State students in need of a meal on Wednesday evenings. Sign up here!

[Konza Student Table: Konza Student Table \(signupgenius.com\)](https://www.signupgenius.com)

SURVEY COMPLETION -

Harvesters Mobile Distribution sign up for completing surveys – IMMEDIATE NEEDS

https://docs.google.com/document/d/14gi7XpQ9pvPLA-VA6qshkhfkAwnKYK_BabMMrfI14pk/edit?usp=sharing

Ride the Bus Survey Completion Project – IMMEDIATE NEEDS

[aTa Bus Ride - Local Food Survey Plan - Google Docs](#)

CAT leadership – Review what CAT team you are on and mark STAY or move if you'd like!

[FFC Members on CATs - Google Docs](#)

MINUTES -

1. Lunch and introductions of guests and our new Council members
 - a. If you don't have a table name tag, don't worry – it's just because we haven't met in 18 months in person! We will make new tags based on what you write on our sign-in sheet.

- b. Introducing Kate LaRosh. Kate will be filling Jaden Castinado’s position as our student representative on the council.
 - c. Mary Mertz, who was unable to join us today, will be filling Jennifer Morris’s position.
 - d. As a reminder, our Google drive can be accessed here by everyone who has permission to view it: <https://drive.google.com/drive/folders/1vc1y8-MSYqSle5lf3b9-23j4lhPhsPp>
2. Year at a Glance
- a. We had a quick overview of the PowerPoint presentation that was given to the Commissioners. It’s a highlight of our wins since we started. It’s important to keep these wins in mind when looking back on the last year, and how much we’ve accomplished despite the challenges of COVID in our community and the wider world. We have succeeded in becoming the hub of information for our community food system. We went through a quick overview of the following topics:
 - i. Waste CAT
 - 1. Restaurant Champion Program
 - 2. Middle School Program – Vickie notes that she would love for someone to take this on!
 - 3. Recycling plans
 - 4. Discussion for future
 - a. Continuation of the above
 - b. Composting (work with Education CAT)
 - 5. Education CAT
 - a. Power of Produce – We’re in the 12th and final week. This program has been successful, and we’re looking for funding to expand the program.
 - b. Kitchen Restore – this program is doing great!
 - c. Kansas Senior Farmers Market Nutrition Program
 - d. Blogs/Videos/Presentations for Seniors and more
 - e. Discussion for future
 - i. Food Skills classes (Kitchen Restore and others)
 - ii. Expansion of KR services
 - 6. Food Insecurity CAT
 - a. Blessing Boxes – There are 20 established boxes in the county, and each is sponsored by local businesses or organizations.
 - b. Common Table
 - c. Konza Student Table – We have served 20,000 meals since the start of this program. Each Wednesday at 5:30, can walk up or drive up for contact-free meals. The packaging is biodegradable, and the meals served are made according to established health standards.
 - d. Northview Rising –revisiting the conversation around community kitchens.
 - i. David proctor and Erica Blair put together a neutral fact sheet for the council to provide for Northview Rising and to the commissioners about the role of community

kitchens. They have a similar fact sheet for grocery stores in the works. This project was a good example of our council establishing/upholding who we are and what we provide to the community.

- e. Healthy Food RX. Program
 - i. Farm Bureau award
 - f. Discussion for future
 - i. Client choice pantries
 - ii. Food recovery – systems approach (Work with Waste CAT)
 - iii. Support for Common Table sites
3. Grant updates
- a. Pathways Grant
 - i. Healthy Food RX – This project was recognized as being very innovative by Kansas Farm Bureau grant committee, and there will be an article in Kansas Living magazine about the project in the coming months.
 - ii. Master Food Plan – see below!
 - iii. Food and Farm Council capacity building
 - b. CDRR Grant
 - i. Kansas Senior Farmers Market Nutrition Program
4. Master Food Plan
- a. Food System Survey
 - i. We need to have this completed by the end of September
 - ii. “Take 10!”
 - 1. Vickie has asked K-State for professors to give students 10 minutes to complete the survey. We have approval throughout campus for this.
 - 2. Jacquie has a contact that can help us create 2 short videos, 1- Promote Take 10 and 2- the impact of COVID on local economy and our community.
 - 3. Josh- how can we make sure the Commissioners will take the data we present seriously?
 - a. Shanika – having some of the people represented in the survey present during our presentation of the master food plan can have a big impact.
 - iii. What will your role be with the survey outreach?
 - 1. We’ve found that some businesses and organizations are more apt to use paper copies of the survey rather than the QR code. Vickie has copies of these for us to use. The challenge with paper copies is that we need to go back to collect them, as we do not have an easy way for them to be sent or collected. Paper copies and promo cards with QR codes can be picked up at the Extension office and completed surveys dropped back off there too.
 - iv. Popup events; hardcopy survey delivery in groups, web, social media, other?

1. The survey is on our website, and Vickie brought all the paper forms versions of the survey (English, Spanish, Mandarin) as well as the posters and promo cards with the QR codes.
 2. **Harvesters** – if we want to do a survey event at the distribution site, we will need to provide the volunteers.
 - a. Please see this sign-up page for upcoming distribution dates: https://docs.google.com/document/d/14gi7XpQ9pvPLA-VA6qshkhfkAwnKYK_BabMMrf114pk/edit?usp=sharing
5. What is ahead for 2022?
- a. Meetings – frequency, date/time, location if face to face, hybrid, zoom?
 - i. We currently meet at 11:30 – 1, brown bag lunch, monthly. Is everyone comfortable with this setup?
 1. We can have a Hybrid option as COVID becomes a factor again.
 2. Carol Barta notes that the meeting room is on the small side, and she would prefer it if we were able to be socially distanced.
 - a. Vickie has been looking for a location for us to meet for months and has not been able to find a location that suits our needs exactly. We need to find something that can be consistent, as it's hard for members to keep up with the location if it changes frequently. We are unable to meet at the Family Child Resource Center again as the contact tracers are still using that space. If anyone knows of a space, please reach out.
 - ii. We held a vote on our officers for the 2021 – 2022 term. The results of our election are:
 1. Co-Chair: Adrian Self and Maureen Olewnik
 2. Secretary: Kirsten Spear
 3. At Large Administrative Council Members: Andrea DeJesus, Jacquie Mack, Sharolyn Jackson (past Chair)
 - b. Project management Coordination of projects (instead of Vickie)
 - i. Adrian and Maureen will be taking over more of Vickie's current duties.
 - ii. Josh – does the city/county model intend to fund a Coordinator role?
 1. Vickie doesn't know their intent but thinks that we should absolutely ask. We couldn't do this when we first started the Council because we were so new and needed to establish ourselves in the community. We needed to define our purpose, our goals, and establish the CATs. We will also have the Master Food plan under our belt soon, which is a huge feat.
 2. Vickie would not ask for a paid position for herself – she wants to advise and pass the position to someone else.
 3. Josh – what are the next steps to get the city/county to start thinking about establishing a paid position?
 4. We need to have a strong council to make the goals established in the Master Food plan viable. We have an amazing group of volunteers, but

we need a leader to coordinate these efforts. Keeping the balls in the air is what a leader needs to do, and the Council needs to support this role.

- c. CAT leadership FFC member and a community partner lead CAT efforts
 - i. Our CAT groups find value in meeting regularly, and we need our council members to continue to attend and be active in these meetings to keep up the coordination effort between the council and the CATs. We post the day and time of each CAT in the agenda and minutes.
 - ii. Each council member should check what CAT they have signed up to be a part of. Make sure that the CAT you have signed up for is what you want to be a part of. Vickie will continue to help the people who have volunteered to run the meetings with the agenda but cannot be the only FFC member active at the meetings. [FFC Members on CATs - Google Docs](#) Check here to see what CAT you signed up for and make changes if you need or mark STAY if you plan to continue to provide leadership to the CAT you are already involved with.
6. Until We Meet Again – In person, zoom or hybrid meeting format will be determined.
- a. Next FFC meeting date/location Monday, Sept 20th, 11:30am
 - b. Master Food Plan Leadership Team, Tuesday, Aug 17th, Tues Sept 21st
 - c. FFC Adm. Council Monday, TBD in Sept.
 - d. Food Insecurity CAT, Monday, Sept 13th 10am
 - e. Waste CAT, Friday, Sept 10th, 8:30am
 - f. Education CAT, Monday, Sept 27th, 4pm



In accordance with provisions of the American Disabilities Act, every attempt will be made to accommodate the needs of person with disabilities an equal opportunity to participate in and enjoy the benefits of our services, programs, and activities. Please contact the Health Department Administration Office (785-776-4779) for assistance.