Meeting Minutes
Food Services Transition Team Meeting
March 28, 2018
3:30 p.m. – 4:30 p.m., Rm 114

Members Present:
Marcy Brown
Sue DeJong
Patrick Durgan
Simone Sangster
Jessica Sankey
Mardi Solomon
Sue Webber
Bob Kuehl
Ron Cowan
J. Marie Riche
Karri Neuhauser

Minutes Update & Approval
The minutes from the February 28, 2018 meeting were reviewed and accepted with no changes.

Staffing Update (Bob)
Bargaining team is continuing to meet. They have talked about positions and compensation. How do we process positions? We are waiting for information on the state budget which happened this week. Focusing on a fall timeline to process decisions around the central kitchen positions. Next meeting is April 20th. J. Marie pointed out it might be a good time to think about a joint communication regarding timeline. Agenda item for 4/20 meeting.

Funding Update (Simone)
Last time we met was just after bond passed. We now have a better idea of funding that is available for Central Kitchen. Whatcom Community Foundation has agreed to donate $1 million to central kitchen project – support for construction equipment, trucks, etc. Jessica and Patrick are continuing to work on grants to help fund kitchen upgrade/update projects. We currently have preliminary approval for OSPI grant for walk-in freezer at Cordata. Food services is buying two more milk coolers and carts at Shuksan for Breakfast in the Classroom (BIC). Inside Schools newsletter could be a good opportunity to acknowledge some of the community partners support of the Central Kitchen project. Our community support is an important component of changes to our Food Services Program. Our Good Food Promise is a unique document in framing food in Bellingham Public Schools.

Bond and Design Update (Ron)
Yesterday we had a pre-bid walk through. This is required for contractors to be able to bid on the project. It gives contractors an opportunity to see the project and gives the district an opportunity to see which contractors might bid on the project. The current market is tight for construction projects so it was good to see 5 contractors were interested.

City of Bellingham (COB) and the Health Department have commented on the plans. The district's response back to both the Health Dept and the COB will go out March 29. Permits should be issued after response process. Bid process opens on April 10 with a decision by April 18 and construction to begin around May 1.

Patrick met with Tom at Health Department to look at plans. They are very excited about the project and look forward to the work.

Patrick distributed the schematic for a gender-neutral restroom and locker room. The original plan had two mirrored locker rooms for a total of about 24 lockers in two rooms. The new model is one locker room with two private changing rooms; one is ADA accessible. The number of lockers increased to 44 by switching to three-foot lockers which also allowed for a sitting bench.

Ground breaking event will be on May 10 at 2:30. A team is currently working on designing that event – we already have an actual building. We have a small area where we could dig or we could break bread instead of break ground. Possibilities for displays - have renderings of what space might look like when it is done; cut sheets of different pieces of equipment that are going into the kitchen (blast chiller, vegetable washer). The event will be open to the public and to Food Services staff. Possibly have artwork on big south exterior wall – possibility of community driven mural or handprints or it could be a good area for a raised bed for herbs. Possibly plan to plant in a barrel or portable bed that can be placed after building is open.

Menu Changes/Progress towards cooking from scratch (Patrick)
Salad greens – currently we get pre-chopped romaine which tends to be 5 – 10 days old when received. Stage 2 we will shift to fresh whole romaine heads to be chopped and washed on site and combined with other seasonal greens for salads. Whole lettuce is only a day or two old when we receive it. Stage 3 will be to source more produce from local supplies.

Carrots – currently purchasing shredded carrots and plugs (baby carrots). Product tends to be older; around 5 -20 days. Stage 2 we will be bringing in whole carrots and processing as needed – dice, coin, sticks, pureed. The Central Kitchen will have equipment to mass process products. Stage 3 will be more local produce with traceability and transparency.

Meat – currently practice is to serve processed, pre-cooked meat products. The shredded chicken is more minimally processed. In Stage 2 we will be cooking more raw meats and processing in house.

Grains – currently there is limited grains on menus or in salad bars. Bread, pasta and rice are the only sources. We would like to offer more whole grains on menus and especially on salad bars. We need the right equipment and processes to be able to offer grains. In stage 2 we will be able to limit the amount of breads on our menus. Opportunities in salad bars for bowl and vegetarian options.

Sauces – Currently we use a processed alfredo sauce from commodity order. It has changed in the last year. During stage 2 plan will be to move to a scratch made alfredo sauce. We can provide a cleaner

product made locally possibly using some local ingredients. Others sauces we will be able to produce could be marinara or teriyaki.

Communications Review (J. Marie)
Inside Schools will be a two-page spread. Talking about creating road map of work that has gone before and weaving it into the story of where we are going.

We will be adding an extra food services staff newsletter and are planning an all staff update email around food services and wellness projects/meetings. Including more information in Harvest of the Month messaging and adding more information in the menus covering what food services is doing. Comment was made that parents indicated that they did not receive this month's menu at home (backpack mail) K -1st grade.

Next Meeting will April 18, 2018 at Central Services, Room 202 from 3:30 p.m. – 4:40 p.m.

Agenda Items:

- Review copy of Inside Schools
- Surveys – brainstorm what might be useful opportunities for surveys?
- Gant Chart and Timelines.