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

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

Minutes Update & Approval
The committee reviewed the minutes from the February 7, 2018 meeting. Minutes were accepted with no corrections.

Good Food Implementation
Jessica Sankey gave an update about the Good Food Implementation Team. Meetings will be held once a month on Tuesday's from 2:30 p.m. until 4:00 p.m. at the Central Office. The purpose of the Good Food Implementation Team is to implement the Good Food Promise throughout the schools. For example, while diet soda meets the state guidelines and may be sold in schools, the Bellingham School District chooses not to sell it because it does not meet the guidelines set by the Bellingham Good Food Promise. Other items that need to be discussed are fundraising and the use and types of food used to raise funds.

Central Kitchen Design Update
Ron Cowan gave an update on the Central Kitchen design and construction. The team also celebrated the passing and certification of the bond. The following is the proposed timeline regarding the Central Kitchen:

- Plans for building permits and health permits have been submitted.
- March 15 & 22, We will advertise for bids
- March 23, Mandatory walk-through for pre-bids
- April 10, Open bids
- April 18, Bid awarded
- May 7, Notice to proceed

Ron asked for some ideas on a “ground-breaking” type ceremony. Since the shell of the building is already constructed there won’t be any “ground-breaking”, but there should be some sort of ceremony.

Since the last Central Kitchen design meeting, some questions regarding gender neutral restrooms had arisen. Some of the Central Kitchen Design team members met with Bethany Barrett, ELL Director to look at options in the floor plan to incorporate gender neutral restrooms. This meeting went well, and these changes can be made without impact to the overall design.

Sehome High School
Ron Cowan stated that the expectation is for the new Sehome High School to be ready for the start of school in the Fall of 2019. The expectation is that the current Sehome kitchen will remain operational until the new Sehome kitchen is open.

Staffing
Bob Kuehl shared that we are continuing our meetings with SEIU regarding Food Service positions and compensation. Bob also shared that the bargaining team can’t finalize staffing/compensation until construction timelines are clearer. Patrick Durgan stated that this is a good opportunity to dissect the model and look at different visions and work through ambiguities.

Bethel All-staff Field Trip
The trip to Bethel SD Central Kitchen planned for March 9, 2018 has been cancelled. Bethel S.D. staff have a conflict and can no longer accommodate us. Patrick spoke with Food Service Cluster Managers and they would prefer a different date be chosen, rather than a presentation with testimonials from the cooking cluster managers who have toured the Bethel Central Kitchen. They felt an actual visit would have more of an impact and help staff with decision making and staffing moves. Patrick will contact the director of the Bethel Central Kitchen to see if June 8th, 2018 will work for them.

Other Staff Opportunities
Training
Patrick described a plan to use grant money designated for training. Also, Chef Kent Getzin, former FS Director, Wenatchee School District, will lead our 3 cooking schools (Bellingham, Sehome and Squalicum) in scratch cooking a meal for the high schools. Patrick will speak with the cooking cluster managers once we have solid details in place. We are still coordinating details with Chef Kent.

- Each cooking school will have one day with Chef Kent between May 22-24th.
- The high school menu will be Asian focused and made from scratch.
- The cooking cluster staff will pre-make all sandwiches and salads for their school the day before the cooking class, so they are all free to help with the scratch cooking.
- The menu on that day for the other schools in that cooking school’s cluster will be easy, warm and serve items so that all high school staff can participate.

Equipment Models
With the new kitchen equipment packages in Roosevelt and Alderwood, warming up foods will be easier in these schools. Also, with the passage of the bond, we will be able to build the kitchen equipment model to standardize our kitchen equipment.

- Patrick and Mark will begin testing warming options at Roosevelt and Alderwood.
- They will put together specific procedures for the future schools that will be using this kitchen equipment.

- Food Services may, most likely sometime in the Fall of 2019, need to re-adjust the school clusters and lunch delivery routes so that clusters include schools that have the same model of food warming.

Feedback from Executive Chef visits to Cooking Clusters and Open Houses
Patrick spoke about his visits to the cooking clusters and said staff expressed their frustrations about the changes and lack of support. Afterward, the cluster managers reported positive feedback from their staff and that they appreciated the opportunity to speak their minds.

- February 2, 2018 Open House: No one showed but this most likely was because the message went out the day before.
- February 5, 2018 Open House: 2 people came from Communications to learn about the Central Kitchen and current floor plans.
- February 15, 2018: 8 or 9 food services staff members from a variety of schools came. While they were interested in the central kitchen, they mostly expressed their frustrations with the current menu changes and the unknown Central Kitchen staffing model.

The team decided that there should be more open house opportunities while acknowledging that because of the ongoing bargaining Patrick cannot talk about job specifics.

Communications
FS Staff Newsletters
- Started with 3 times a year
- Added a 4th this year
- Pair open houses after each newsletter goes out to staff.

Harvest of the Month Messages
- Change the focus from just educational opportunities. Add messages for staff and parents.
- These messages are monthly; Food Services should start adding in additional Food Services messages, such as, online application information, etc.

Going Forward
Patrick and Jessica will meet with the Communications and Community Relations team to identify more communication opportunities. Some ideas are:
- Progression of food (using Patrick's 3 menu slides). How can we communicate this out to the community?
- Surveys to families. What do they know and what are their expectations.
- Good Food Implementation team and communication opportunities via this advisory group.

The next meeting dates were set for March 14, 2018 and March 28, 2018. Both meetings will be from 3:30 p.m. – 4:30 p.m. in Room 114 at Central Services.

The meeting adjourned at 4:34 p.m.