

**FOOD BANK OF THE SOUTHERN TIER
STRATEGY COMMITTEE MEETING
October 24th, 2022 2:30PM-4:00PM**

<https://us06web.zoom.us/j/87013080956?pwd=aWhTMVlnOEU0eDBXV3MrU2xtWTZYQT09>

AGENDA

TOPIC	FACILITATOR	ACTION	TIME
1. Welcome & Check-in	Erin Summerlee	Discuss	5
2. Approve August Minutes	Erin Summerlee	Decision	5
3. Define Community Empowerment	Randi Quackenbush	Decision	10
4. Community Empowerment Outcomes	Randi Quackenbush	Discuss	5
5. Empowerment Activities	Lyndsey Lyman	Discuss	15
6. Community Empowerment Indicators	Randi Quackenbush	Discuss	40
7. Next Steps	Randi Quackenbush	Decide	5
8. Wrap-up / Adjourn	Erin Summerlee	Discussion	5

Next Meeting

TBD

RSVP

Food Bank of the Southern Tier

Strategy Committee Meeting Minutes

August 22, 2022

10:30 am – 12 pm

Member Name	In Attendance	Unable to Attend
Erin Summerlee (Chair)		X
Andy Fagan	X	
Tess McKinley		X
Jamila Michener	X	
Kathy Rasmussen	X	
Joe Thomas	X	
<i>Ex-Officio</i>		
Natasha Thompson	X	
<i>Staff</i>		
Randi Quackenbush	X	
Lynn Dates	X	

1. **Welcome & Introductions** – Randi Quackenbush called the meeting to order

2. **Approval of June 4, 2022, Minutes**

Andy Fagan made a motion to approve the June minutes.

Kathy Rasmussen seconded. None opposed.

Minutes approved.

3. **SIF Summaries & Feedback** – Randi asked the group for feedback on the SIF updates and mid-year progress reports that were sent out via email and included in the meeting packets. The group appreciated the updates and in general agreed that we have made good progress to date. It was noted that many of our SIF projects rely on our partnerships with other organizations. There are positives and negatives associated with this reality. It was suggested that we include some budget information in future SIF reports and a reminder that we should be tracking staff time spent on this work as well. We should also keep in mind that we are in start-up mode with these SIF projects and start-up costs are different from running costs.

4. **Evaluation Progress Since Last Meeting**

Randi reviewed our progress on evaluation and outcomes with the group since our last meeting in June. Jen Bertron has completed her 2021-2022 Overarching Outcomes report over the summer which includes baselines and recommendations for cross-functional teams to consider. Randi shared short-term outcomes for each SIF related project/activity. She also explained how each SIF connects back to one or more of our three organizational outcomes: Increasing Access, Good Food, and Community Empowerment.

It was suggested that we figure out how to incorporate the SIF projects into our Flow of Food diagram somehow to show how they fit into or complement the standard food banking model. This messaging should also be incorporated in our public education and narrative work. It was noted that SIF project names are not consistent across documents which can be confusing. We should ensure consistency and avoid using acronyms whenever possible. Committee members also thought it would be important to understand the challenges each SIF project encounters along the way so we can learn from those challenges..

5. **Role of Committee**

Randi reviewed the Strategy Committee charter and led a conversation about next steps and the role of this committee going forward. She recognized that we are currently in what's known as the "Groan Zone" which happens whenever a group moves from "business as usual" to new paradigm. She asked committee members to consider the following three questions:

- **How do we best manage the transition from outputs to outcomes?**
- **What are we learning through this process?**

- **How are committee members able to support this process?**

Committee members offered their expertise on qualitative data collection and evaluation and thinking about how best to embed Service Insights. When evaluating our own programs, Kathy offered WIC as a good example of a program that provides participants with a “rosy feeling” based on how they were treated. Jamila suggested bringing attention to our Trauma Informed Care efforts and consider where this expertise comes from and who else in the region can be a resource and support. Jamila is happy to support Client Driven Services / Community Empowerment efforts and help us address the inherent challenges. Randi suggested some one-on-one time with Committee members and SIF leads to think more deeply about impact and evaluation, which Committee members offered to do.

Committee members understand that this is new terrain and there is lots on the horizon. We are still in innovation mode and a lot of the challenges we are facing are to be expected.

6. Next Steps

Randi will send out a Doodle poll for a fall meeting.

7. Wrap-up/Adjourn - The meeting adjourned at 12:00 pm

Minutes respectfully submitted by,

Lynn Dates, *Executive Assistant to
Natasha Thompson, President & CEO*

Time Frame	Community Empowerment Outcomes
Short-Term (1-3 years)	Pathways created for clients to be informed & involved decision makers.
	Stakeholders (16) have resources needed to co-design solutions.
	Stakeholders (16) understand & agree on food security threats & opportunities to strengthen the safety net at all levels.
Medium-term (4-7 years)	Stakeholders (16) work together to identify & implement community-specific solutions.
	Stakeholders (16) are coordinated, knowledgeable & confident in taking advocacy actions.
Long-term (8-10 years)	Food security interventions are community-specific & co-designed by clients & partners (1 & 2).
	Resilient communities protect & enhance the food safety net through charitable & public interventions.

Definitions: Outcomes & Indicators

1. **Agency Partner:** 501c3 with an Agency Partner Agreement. Order own food to distribute to community members at risk of food insecurity. Typically, Food Pantries, Community Meal Sites, Shelters, etc
2. **Community Partner:** Have a Community Partner Agreement. Distribute food ordered by FBST to community members at risk of food insecurity. Typically, Backpack Districts, Mobile Food Pantries, Kids' Farmers Markets, Community Food Box Distribution sites.
3. **Network:** Food Bank, Agency Partners & Community Partners
4. **Content Experts:** Professionals, org staff, service providers, and leaders with formal power who have the knowledge, tools, and resources to address the issue.
5. **Context Experts:** Community members who experientially know about food insecurity and feel the impact it has on their everyday lives.
6. **Good Food Standards**
 - 6a. **Food Quality:** taste, texture & freshness of foods offered meet client wants & needs
 - 6b. **Food Type:** sufficient food groups like vegetables, fruits, proteins, grains & dairy to make meals
 - 6c. **Food Variety:** different options within food groups to provide choice/preference. I.e: meat: chicken, pork, beef, etc
 - 6d. **Food Quantity:** Amount of food offered per distribution meet client needs & desires
 - 6e. Options available that meet **population specific needs**
 - Age: children, seniors, college students
 - Unhoused
 - Disease Management
 - Culturally Relevant
 - 6f. Purchased & procured food align with FBST **Nutrition Policy**
 - Choose Often (Green): the most nutritious foods on the Food Bank menu. Examples include fresh fruits and vegetables, low sodium canned beans, canned tuna in water and whole grain products.
 - Choose Sometimes (Yellow): foods that can be nutritious but also have ingredients that are not healthful if consumed too often. Examples include canned fruit in light syrup and common refined grain products like white rice or pasta.
 - Choose Rarely (Red): the least healthful options on the Food Bank menu and generally contain the highest quantities of one or more of the following: sodium, added sugar, and unhealthy fats (saturated or trans fats). When these are consumed in excess, negative health outcomes such as diabetes, obesity, hypertension, and heart disease can ensue.
 - 6g. **Client Choice:** clients can choose foods they want & need; agencies & partners have access to appropriate options to offer choice.
 - 6h. Purchased & procured food meet minimum standards related to:
 - Environmental responsibility
 - Climate Change Preparedness – agriculture impact
 - Labor standards
7. **Nutritious:** providing nourishment, containing many of the substances needed for life, growth and health. And from the Nutrition policy: Healthy Food: vegetables, fruits, whole grains, seafood, eggs, beans & peas, unsalted nuts & seeds, fat-free and low-fat dairy products, and lean meats and poultry – all with little or no saturated fat, sodium, and added sugars. These foods also contain vitamins, minerals fiber & other beneficial nutrients¹.

¹ United States Department of Agriculture, My Plate

8. Network Capacity Standards

8a. Capacity: extent to which the network is prepared to provide needed services to people at risk of food insecurity across our service area. In particular, reducing barriers to access for those populations we may not be adequately reaching: low-income working families, families with young children (0-4), homebound individuals, communities of color and immigrant communities.

8b. Capacity-Building/Increasing Capacity: ensuring that there are resources to move the network in the direction of our outcomes to provide the necessary services & reduce barriers. Resources may include: space, leadership, volunteers, funding, refrigeration, training/worker preparedness

8c. Continuity of Services: Agencies & Community Partners are able to respond to community needs

8d. Community Resource: Being a part of/embedded in the community. Offering resources beyond food.

8e. Network Gaps: areas in our service area – both geographically and population specific – where there is no access or inadequate access to services.

9. Client-Centered Standards

9a. Client-Centered Services: The services, policies & practices that are needed to better meet the needs of clients and other context experts we may not be adequately reaching. These may include: partners/programs being open sufficient # of days/hours, offering evening/weekend hours, offering the right kinds of food in the right amounts, providing delivery, ensuring equity, client-focused outreach & communications

9b. Complimentary Services/Resources: Resources beyond food – cooking demos, client informed education, formula, diapers, etc.

9c. Trauma: Individual trauma results from an event, series of events or set of circumstances that is experienced by an individual as physical or emotionally harmful or life threatening and that has lasting adverse effects on the individual's functioning & mental, physical, social, emotional or spiritual well-being

9d. Trauma-Informed Care Principles: the principles we aspire to embed in our network to ensure services are client-centered and take into account the lived experience of trauma that both content & context experts may have experienced

- **Safety:** Throughout the organization, staff and the people they serve, feel physically & psychologically safe. Understanding safety as defined by those served is a high priority.
- **Trustworthiness & Transparency:** Organizational operations & decisions are conducted with transparency with the goal of building & maintaining trust with clients, staff, volunteers & others involved in the organization ie – between with within content & context experts
- **Peer Support:** Peer support & mutual self-help are key vehicles for establishing safety, building trust, enhancing collaboration & utilizing stories to promote recovery & healing.
- **Collaboration & mutuality:** Importance is placed on partnering & leveling of power differences between staff & clients & among organizations staff/volunteers.
- **Empowerment, voice & Choice:** Throughout the organization and among the clients served, individuals' strengths and experiences are recognized & built upon.
- **Cultural, Historical & Gender Issues:** The organization actively moves past cultural stereotypes & biases (eg based on race, ethnicity, sexual orientation, age, religion, gender-identity, geography etc); offers access to gender responsive services; leverages the healing value of traditional cultural connections; incorporates policies, protocols & processes that are responsive to the racial, ethnic & cultural needs of individuals served; and recognizes and addresses historical trauma.

10. Diversity, Equity & Inclusion

10a. Diversity: the presence and representation of wide ranging and differing views, identities, experiences and abilities. We are committed to diversity in the workplace, and collaborating with partners from many backgrounds, all focused on the mission.

10b. Equity/Equitable Access: In our commitment to equity, we work to eliminate barriers, and ensure fair treatment and equal access to opportunities, information and resources. We recognize that we don't all start from the same place or need the same things to be successful. This is at the core of why we exist as a food bank and central to our mission.

10c. Inclusion: We are committed to creating a sense of belonging where all our team members are valued and respected, and feel safe to speak up and contribute to our shared success. We seek to intentionally involve stakeholders that are affected by our decisions, both internally and externally. We envision an organization where recipients of our services are included in decisions that impact their lives.

11. Sufficient Access: Amount of food that a client wants & needs. A 3-day package 1 time a month is probably not sufficient and minimum goal of a 5-day package is more likely to meet the need. Availability of Federal Nutrition Programs can also inform what sufficient access means for emergency food.

12. Underserved refers to demographic groups the Food Bank network may not be reaching sufficiently as defined in the 2020 [Underserved Populations in FBST Region-Summary Report.pdf](#)

13. FBST Values: Integrity, Learning, Respect, Caring, Inclusion, Abundance

14. Need Fulfillment Ratio: Avg # of people served each month by no-cost grocery programs (pantries & MFPS)/# of food insecure people. Focus is currently on programs that provide groceries to take home and prepare.

15. Community Empowerment: TBD

16. Stakeholders: Includes clients, agency & community partners, volunteers, donors, FBST staff, & elected officials.