

# Sacramento County Nutrition Action Plan (CNAP) Collaborative Meeting Minutes

October 24, 2013

Sacramento County Building – Conference Room 1  
9616 Micron Avenue, Suite 900, Sacramento CA 95827

## Participants

Alexis Koren	Sacramento City Unified School District – Youth Development
Barry Bunch	2-1-1 Sacramento
Bernardette Behar	Court Appointed Special Advocate Program, Inc.
Brianna Espino	Sacramento Chinese Community Service Center
Erika Ledbetter	Sacramento Food Bank and Family Services
Edith Gomez	Health Education Council
Jan Wilcox	El Dorado Hills Community Vision Coalition
Jason Smith	Sacramento Chinese Community Service Center
Karen Ito	Sacramento City Unified School District – Child Development
Karen Strach	Sacramento County Division of Public Health
Kathleen Wayland	Sacramento State University Graduate Student/SCOE
Lisa Larson	Dairy Counsel of California
Mary Helen Doherty	Alchemist Community Development Corporation
Meghan O'Hare	Sacramento County Office of Education
Monica Martin	Sacramento County Division of Public Health
Neela Satyanarayan	Sacramento County Division of Public Health
Olinda Hirsch	UC Cooperative Extension – Sacramento
Randy Stannard	Soil Born Farms
Scott Kazer	Sacramento Chinese Community Service Center
Trish Kearny	Sacramento County WIC/Division of Public Health
Yvonne Rodriguez	Sacramento County Division of Public Health

## I. Welcome and introductions

Karen Strach previewed the agenda and provided participants with a recap of the last meeting.

## II. Program spotlight presentation

Randy Stannard gave an overview of the programs offered by Soil Born Farms. Soil Born Farms is a non-profit urban farm that promotes urban agriculture, sustainable food systems, and healthy food education. A few of Soil Born Farm's programs that were discussed include:

- Harvest Sacramento - A collaborative of area residents, community groups, and businesses that harvest surplus fruits and vegetables from backyards and small orchards to donate to local food assistance programs. So far this year Harvest Sacramento has harvested over 50,000 pounds of food.
- Youth Education - Soil Born Farms provides students of all ages opportunities to gain a better understanding of what it takes to bring food from the farm to the table. Programs raise awareness about the connection between food, health, and the environment. Soil Born Farms can offer financial assistance to some low-income schools, groups or individuals through their "Adopt-a-School" program.
- Green Corps Job Program - Connects Sacramento high school seniors with hands-on training and work experiences.
- Adult Education - Soil Born Farms provides farming and gardening workshops for adults.

## III. Discuss and finalize activities that will be included in the Collaborative's plan

Karen Strach shared results from the Collaborative's survey on identifying and addressing gaps in services. Below is a summary of the results along with the percent of respondents who were interested in each topic.

- Participant interest in having the Collaborative implement the following strategies to identify gaps in services:
  - 85.7% - Ask referral agencies (e.g., 2-1-1) if they have identified any unmet community needs.
  - 78.6% - Conduct an annual survey of local nutrition and physical activity programs to identify the unmet needs of their participants.
  - 57.1% - Collaborative participants conduct key informant interviews with front line staff to determine 1) their greatest challenge with referrals or program implementation; and 2) what needs they see/hear from the community members they work with.
  - 50.0% - Email alerts are sent out to the Sacramento CNAP Collaborative listserv as unmet needs are identified.
  - 42.9% - Programs post unmet needs of their participants on the “forum” section of the Collaborative’s website.
  
- Participant interest in having the Collaborative implement the following strategies to develop services across programs:
  - 78.6% - Use a free file sharing program for online resource sharing (e.g., curricula, flyers, fact sheets, resources, etc.)
  - 71.4% - Identify programs willing to have their staff act as subject matter experts. Experts will provide information and/or presentations to groups with less subject matter expertise.
  - 64.3% - Host a community resource fair where organizations showcase their programs.
  
- Participant interest in having the Collaborative implement the following strategies to help programs collaborate on funding opportunities:
  - 100.0% - Share funding opportunities through the Collaborative’s listserv and at quarterly meetings.
  - 71.4% - Invite the Nonprofit Resource Center, or similar group, to a future Collaborative meeting to talk about blended funding opportunities.
  - 71.4% - Use the forum on the CNAP website to share funding opportunities and needs.
  - 50.0% - Create a sub-group led by those with expertise with funding applications.

Based on participant feedback, a draft action plan was developed for all strategies that received more than 70% of participant support. During this meeting participants provided feedback on the entire action plan. Below is a summary of what was discussed.

- **Changes participants would like to see made to the proposed plan for “Strategy A”**
  - Activity 1 (Priority – high)
    - Steps needed:
      - 1.1 - Some participants commented that they would like meeting locations to rotate. However a survey conducted in July indicated that the majority of Collaborative participants preferred to have a consistent meeting location. It was suggested that rather than rotate meeting locations, CNAP partners could take field trips so that participants could see each other’s programs in action.
      - 1.1 - If possible, participants would like a teleconference option for people who are unable to attend the group’s quarterly meetings in-person.
      - 1.2 – Accountability/reminder to share/upload information

- Participants requested that a CNAP directory be made with lead agency contacts – this information will be made available via the topic-based program directory that will be maintained on the Collaborative’s website (activity 3).
  - Activity 2 (Priority – high)
  - Activity 3 (Priority – high)
    - Modify the wording of this activity to indicate that the directory is to assist with partnerships rather than referrals.
    - Steps needed:
      - 3.1 – Change “assess” to “identify”
- **Changes participants would like to see made to the proposed plan for “Strategy B”**
  - Activity 4 (Priority – medium/high)
    - Change “directory” to “database”
    - Steps needed:
      - 4.1 – Add poverty and racial demographics
      - 4.1 – Add food insecurity data
  - Activity 5 (Priority – high)
    - Change “messaging” to “recommendations”
    - Steps needed:
      - 5.1A – Have message be focused on making healthy choices from all food groups not just fruit and vegetables.
      - 5.4 – Change “favorite” to “effective”
      - 5.4 – Change “educational materials” to “educational activities and resources”
- **Changes participants would like to see made to the proposed plan for “Strategy C”**
  - Activity 6 (Priority – high)
    - Steps needed:
      - 6.2 – Add language skills
      - 6.2 – Add information on what 2-1-1 materials will be used to refer clients to use the number
      - 6.2 - Need in-service training on local 2-1-1 services
  - Activity 7 (Priority – medium)
    - Steps needed:
      - 7.1 – Add information on how underutilized programs will be determined
      - 7.4 – Add collaborate with existing events (e.g., national nutrition month, etc.)
      - 7.4 – Add information about the target audience for the day of action
- **Changes participants would like to see made to the proposed plan for “Strategy D”**
  - Activity 8 (Priority – medium)
    - Steps needed:
      - Add a step where survey tools are developed
      - Add a more detailed survey timeline
      - Add the target audience for the survey

- Activity 9 (Priority – medium)
  - Steps needed:
    - 9.1 – Identify topics that the group would like to have subject matter experts in
- Activity 10 (Priority – low)
  - Steps needed:
    - Evaluate after one year and see if this is worth maintaining

#### IV. Program announcements

- **Culture of Foster Care**
  - When: October 26, 2013 (8:30am-3:00pm)
  - Where: Serna Center - 5735 47th Avenue Sacramento, CA 95824
  - For more information or to RSVP: Email Bernardette Behar at [bernardette@sacramentocasa.org](mailto:bernardette@sacramentocasa.org)
- **Walk With A Doc**
  - When: November 2, 2013 (Registration starts at 8:30am, walk starts at 9:00 am)
  - Where: Garcia Bend Park - 7654 Pocket Road, Sacramento, CA 95831 (Meet in the Gazebo)
  - What: Dr. Richard Pan will be leading a walk through the park and along the levees for approximately 2.2 miles.
  - Cost: FREE
  - For more information: <http://www.ssvms.org/Events.aspx>
- **Social Media Strategies for Nonprofit Organizations (presented by Uptown Studios and the Sacramento Hunger Coalition)**
  - When: November 6, 2013 (10:00am-12:00pm)
  - Where: Sacramento Food Bank Community Room - 3333 3rd Avenue, Sacramento CA 95817
  - What: Calling all nonprofits! Connect with your target audience and build your brand personality with Facebook, Twitter, LinkedIn and YouTube. This workshop will discuss different ways to create a savvy social media strategy, even with a limited schedule and budget. Register now. Space is limited!
  - Cost: FREE
  - For more information or to register: [https://sachousingalliance.webconnex.com/social\\_media\\_workshop](https://sachousingalliance.webconnex.com/social_media_workshop)
- **CalFresh Connections: From Eligibility to Advocacy (sponsored by the Sacramento Hunger Coalition)**
  - When: November 14, 2013 (9:00am-1:00pm)
  - Where: Sacramento Food Bank Community Room - 3333 3rd Avenue, Sacramento CA 95817
  - What: A training for community-based organizations that would like to increase their knowledge of CalFresh. Experts from the Sacramento region will provide key insights into best practices for client advocacy, the enrollment process, and new opportunities for food access. A light lunch will be provided after the training. Space is limited. Register now!
  - Cost: \$0-\$15
  - For more information or to register: <https://sachousingalliance.webconnex.com/CalFreshConnections>

## **V. Next steps**

- Next meeting:
  - Date: January 23, 2014 (1:30pm-4:00pm)
  - Location: TBD