



# Roundtable NEWS

A bi monthly newsletter on nutrition policy and legislation concerning the child and adult care food program

October 15, 2001

## TIME TO RENEW MEMBERSHIP

The new membership year is January 1 to December 31. In the past it had been July 1 to June 30 which always seemed to be problematic. Members never seemed to renew timely and the process dragged on for months. To try to fix that the Advisory Committee last year agreed to change and allowed 2000-01 membership to extend an extra 6 months for the same price. We are now heading into the new renewal period.

Some of you have been sending in your membership renewals with your conference registrations. That's been great thank you. Please disregard this notice if that applies to you.

There are many membership benefits including: receiving current information on state and federal issues, legislative alerts, regular newsletters and minutes of meetings; having an opportunity for direct dialogue with state and federal administrators, networking with experienced sponsors and state and national policy advocates; leadership opportunities, annual conference discounts and scholarships.

Some of you may ask why I am sending this notice out now with the conference on the immediate horizon. The fact is I'm taking a well deserved vacation for the entire month of November and didn't want to have to start this process in December.

**THE RENEWAL PACKET IS INCLUDED AS AN ATTACHMENT AT THE END OF THIS NEWSLETTER! PLEASE RETURN YOUR MEMBERSHIP RENEWAL NOT LATER THAN NOVEMBER 30.** That will give me the month of December to process your application, update the membership database and send out the approval packets. Thanks!

Rancho Cucamonga, September 21, 2001

### **CHAIR REPORT**

Paula James was on vacation so Ed Mattson welcomed the Roundtable and gave the following brief introductory remarks and announcements. He thanked Karen Kiernan and Helen Williams, from San Bernardino Superintendent of Schools for providing the refreshments and the nice meeting room. Ed offered his condolences to any members with friends or relatives involved in the recent tragedy and thanked members, who despite it, made a commitment to keep the Roundtable functioning and vital by attending the meeting and participating in the breakout session.

### **BREAKOUT SESSION**

The breakout session this month had to do with long term strategic planning for the Roundtable. It was part of the CFPA/Roundtable organizational effectiveness grant project we have reported to you in the past. In each of the following

### **INSIDE THIS EDITION**

#### **REPORTS**

CFPA	2
Nutrition Services Division	3
Advisory Committee	4
Membership	5
Conference	5

#### **HOT TOPICS**

Management Bulletin 01-210	3
State Leg Update	3
Expansion Grants	4
Food Spec Project	4
PSA Update	4
Next RT Meeting in January	4
AC Nominations	5
Membership Renewals	7

areas we thought about our assumptions about the future, what the issues will be, and how each might impact the CACFP and finally how the Roundtable can help us to prepare for those changes: society, technology, communications, nutrition and health, economics, government and regulations.

We came up with a well thought out list of changes, the highlights of which included, an even greater emphasis on technology leading eventually to submission of all claims over the Internet, the continued need for nutrition education to combat the inevitable continuation of contrary media messages, the need for ways to streamline and reduce paperwork in the program as a way to improve efficiency and efficacy in light of likelihood of no additional program funding in this time of shrinking budget surpluses and the war against terrorism. In response to these we agreed the Roundtable could provide the following services (not prioritized):

- More advocacy and support for all sponsors with CDE & USDA.
- Facilitate training on technology.
- Work with sponsors on waivers/pilot projects to reduce burdens.
- Get other child care stakeholders to attend RT meetings, network.
- More training in area of nutrition and health.
- Help in locating outside funding.
- Help in locating/providing resources for parents.
- Program training.
- Networking and idea exchange.
- Access to state and federal staff.
- Continue effort to make CCFP part of child care community team.

The session will be repeated at the conference on Thursday, October 25, at 3:00 p.m. If you would like to participate in planning our future direction please attend.

**The CCFP Roundtable News** is a bimonthly publication for members of the Child Care Food Program Roundtable, an affiliate organization of the California Food Policy Advocates, 116 New Montgomery Street, Suite 530, San Francisco, CA 94105 (for more information contact Ed at 925-686-0522; if you have had newsletter fax transmission problems contact staff at 415-777-4422).

Editor  
Edward Mattson

For information on Roundtable membership, contact Ed who is temporarily doing membership at 925-686-0522.

## **CALIFORNIA FOOD POLICY ADVOCATES**

Rikki Grubb, CFPA's Director of Child Nutrition Programs, had an important last minute meeting in Sacramento and was unable to attend. She had submitted a written report that Ed briefed members on at the meeting.

**Child Care Summit Follow-Up:** Members may recall that in 1999 NSD, CFPA and Roundtable leadership organized a CACFP Futures Summit with key child care stakeholders. The idea was to build bridges and to begin working more in concert to further our shared commitment to quality child care. The synergy and commitments were put on hold however due to a flurry of regulatory and legislative changes to the program shortly thereafter. In January of 2001 we refocused on the process by calling a meeting with CDE, NSD & CDD and DSS, CCL. This was followed by meetings on April 26 and August 30. In these last two meetings a great deal of work was accomplished and commitments made to begin working together on specific identified tasks and goals. In addition to working with the above state agencies, CFPA and Roundtable leadership continue to work with other stakeholders. A synopsis of some of the activities and commitments by category include:

- **Outreach:** Rikki and Paula were asked to present on the CACFP at an October 6 Child Development Policy Advisory Committee meeting; CCL has agreed to include CACFP training for its new licensers; we were given permission to submit articles to CCL's quarterly newsletter and Paula drafted the first one already; we have agreed to work together on outreach to Trustlined providers including the development of an outreach brochure; we may work with the California WIC Association on a CACFP/WIC brochure; CFPA has been working with Northern California food banks on CACFP outreach ideas; CFPA is working with organizations representing for-profit child care centers to advocate for continuing the legislation last year that allowed such centers to participate with 25% free or reduced eligible children.
- **Collaboration:** CFPA has had or has scheduled meetings with several additional stakeholders including: Child Care Law Center, Head Start, CAPPA, USDA, CA R & R Network, Trustline.
- **Data Collection and Paperwork:** We have worked with CDE, NSD and gotten commitments to submit copies of monthly participation reports (10's & 44's)

and Management Bulletins to CFPA. In addition, CFPA is meeting with Angelo Queirolo, Manager of the Resources & Information Management Unit, to discuss work on improvements to the state's web site including eventual online access to applications, contract renewals, claims.

- **Conference:** From the discussions with CDE, NSD we got a commitment to fund the keynote speakers at the Conference as well as a training tool that is being given out as one of the conferee's gifts. We are extremely appreciative! Thanks a bunch. The DSS, CCL agreed to present a workshop at the Conference on observing and reporting license violations in family child care homes. Thanks.

**Child Nutrition Reauthorization:** CFPA will be joining the CACFP advocacy community to work on recommendations for reauthorization of the Child Nutrition Programs (including CACFP) in 2003. The process actually begins next year. CFPA supports key proposals to increase reimbursement rates to providers, increase administrative reimbursement for sponsors and reductions of the paperwork burdens.

**Organizational Effectiveness Grant Update:** This process is ongoing. The next meeting of the work group is slated for October 31.

**Ann Veneman Letter:** Ann Veneman, the current Secretary of Agriculture, is a personal friend of Rikki's and a former student law clerk of hers back in the 70's. Rikki wrote to Ms. Veneman recently to tell her she was now doing child nutrition policy advocacy work and to welcome her to her new role.

**Brief State Legislative Update:** Ed briefed members on two pieces of state legislation that CFPA has been supporting which may directly impact many of the low-income providers and/or parents on their programs. The first is

### **MISSION STATEMENT**

*The mission of the Child Care Food Program Roundtable is to promote health and well-being of children in child care through providing leadership and advocating for enhanced and expanded CCFP.*

AB 767 which would allow non-violent drug felons, who have completed an approved recovery program, to receive Food Stamps. The second is SB 19 which would begin eliminating junk food in our elementary schools. We have highlighted these bills in the past. Alas, AB 767 was recently vetoed by the Governor. SB 19 went to the Governor on September 24. Please show your support. For more information on these or the rest of CFPA's legislative agenda please refer to their web site at [www.cfpa.net](http://www.cfpa.net).

**Report on April Kirk:** Many of you may remember April Kirk. She worked for CFPA and attended Roundtable meetings on a regular basis after Colleen left. April left CFPA on May 15 and went back to New York City to be with her fiancé. After the recent tragedy I contacted April and found out that she and her fiancé are just fine. Thank God.

### **NUTRITION SERVICES DIVISION**

Elsie Kawato welcomed the participants and gave the state report. She relayed Carolyn Brown's regrets for not being able to participate.

**Reorganization Update:** Elsie reported that the new Field Services Unit manager is Suzanna Nye, as reported last time. Ms. Nye supervises the five regional managers and reports to Chila Silva-Martin. The Program Resources & Education Training Unit Manager's position is still vacant. Elsie handed out an updated Division Representative Program Contact Sheet, which contains CACFP Contacts by county as well as Summer Food Service Program and school-based program contacts, by county.

**Miscellaneous Issues:** Elsie touched on several issues briefly.

- She handed out two **training announcements**. The first was for the Fall Child Nutrition Programs workshops, including sessions for school-based programs, residential child care institutions and CACFP sponsors (10/2 Fresno, 10/4 Lodi, 10/11 Redding, 10/30 San Francisco, 11/7 Van Nuys, 11/8 Pomona, 11/14 San Diego). The second was for required training for CACFP centers (10/5 Lodi, 10/26 Palm Springs, 10/29 Concord, 11/15 Long Beach).
- She advised that the Management Bulletin that has everyone concerned, **MB 01-210**, will be revised. Apparently USDA is reconsidering the wording of its original guidance to CDE and will reissue it. At that time CDE will reissue their Management Bulletin. They are

looking at the wording that as it is now written would have required, for instance, a FDCH sponsor adding providers in July or August, from Crystal Stairs, to conduct three reviews of each by September 30. That was not their intent. We need to wait and see the final actual wording before we speculate on the fix.

- Finally Elsie advised that CDE is planning on conducting **financial management training** for sponsors at some point. Preliminary plans may be presented and discussed at the pre-conference session on October 23.

## Q & A

1. **Q.** At the Lake Tahoe meeting, Carolyn Brown indicated that middle school data is no longer okay for qualifying providers for Tier I. Several sponsors are waiting for something in writing on this before they change current practices. Is anything coming out on this? **A.** Elsie was unable to answer the question and advised that she would find out.

## ADVISORY COMMITTEE REPORT

**Expansion Grants:** Regulations (7 CFR Part 226.12(b)) provide for expansion grants for sponsors doing outreach to providers located in low-income and/or rural areas. Funding is available for administrative activities in connection with outreach to up to 50 providers over up to a two month period. Sponsors could therefore be eligible for up to \$8300 (83 x 50 x 2). There is a requirement to submit an outreach plan and a final report at the end to document that planned activities did in fact take place. Roundtable leadership is working with CDE to train staff on this provision of the regulations and is encouraging that more emphasis be placed on it and that application materials be prepared and readily available. It is a shame that this valuable funding is going unused!

**Food Spec Project:** As we reported last time, Advisory Committee staff, now headed by Terry Talavera, are working on a project to consolidate all of the manufacturer food specifications that members have individually obtained to comply with the NSD requirement. The project is a big one. Terry already has a stack 1 ½ inches tall. She did ask that we remind all members that if you have obtained food specs for your organization/providers to please share them. The deadline is October 31. Send them to Terry Talavera, Options, 13100 Brooks Drive, #200, Baldwin Park, CA 91706. She asks that members not call her for a copy at this juncture; the project is still underway. At the November Advisory Committee meeting Terry hopes to have sorted

through the submissions and weeded out the duplicates. At that time we will discuss with NSD alternative methods of documentation that individual sponsors must maintain in their offices to comply with the requirement. We hope to prevail upon administrators to allow a central file of some kind. This project is only as good as the information you share with us. Please get involved.

**Ongoing Concern With Provider Transfer Policy:** Sponsors continue to report difficulties with NSD staff over policy inconsistency concerning provider transfers. In this particular instance, it has to do with providers being dropped by recent sponsor closures and reductions in force. As we clarified last time in Q & A #1, page 6, according to USDA's consolidated tiering Q & A, question #5, page 14, a provider's area eligibility based on school data is good for three years. Assuming the original sponsor made a correct determination, the new sponsor may continue the eligibility until the end of the three year period. The new sponsor assumes financial responsibility for the remaining years if the original determination was made incorrectly and not updated at the time of transfer. We will continue to work with NSD to insure policy consistency and to make sure provider transfer policy is codified in the Management Manual.

**PSA Update:** I have communicated with the producer of the PSA's, Heather Palmer of York Street Productions. After an initial delay trying to run down the original voice over person, Heather assures me she hopes to begin shipping by October 12-13.

**Family Child Care Home Checklist:** The DSS, CCL family child care home monitoring checklist, mentioned above in the CFPA report, is now available on the Roundtable web site ([www.ccfproundtable.org](http://www.ccfproundtable.org)). See "What's New." The checklist is completely voluntary and is CCL's recommended licensing standards that should be reviewed by sponsor monitors when visiting family child care homes. It is a tool, not a new requirement. However sponsors have always had an obligation to insure that providers are not endangering the health and safety of their children and to report observed license violations. This was meant as a tool to assist sponsors in meeting that obligation. It will also be covered in a workshop on Thursday at the Conference.

**Next Full Roundtable Meeting is in January:** As you may recall, the Advisory Committee decided quite some time ago, as a result of dismal attendance at the last November meeting, to cancel this November's meeting. It follows very closely after the Conference and is generally not well

attended. The Advisory Committee will be meeting on the 19<sup>th</sup> at the location of the 2002 Conference - the Anaheim Sheraton. Members who would like to learn more about the workings of the Advisory Committee or who may be interested in filling one of the vacancies may wish to attend (if so, please let Ed know so we will have a large enough meeting room). A brief report will be issued to members as the November newsletter. Based on your feedback we could bring the meeting back in 2002.

The January meeting will be on Friday, January 25 in Sacramento at the offices of NSD. There will not be a legislative action day following the meeting this year however. The realities of the current state budget, due to the economy and the September 11 tragedy, make it highly unlikely that additional funding proposals would have any chance. Members of course are still encouraged to stay in touch with their federal and state elected officials to let them know the great things the CACFP is doing in their communities. The continued importance of that message has not diminished.

### CONFERENCE REPORT

The Roundtable's 10<sup>th</sup> Annual Conference *CCFP: Fuel for Early Learning* is preparing to kick off October 23-26, 2001, in beautiful Palm Springs, California, despite recent events! If you are still planning on attending but have not yet registered, you will need to register on-site. Please contact Diane Butler-Joyner (djatcnp@yahoo.com or 619-465-2690) as soon as possible if you fall into that category. We need to get a final head count. Thanks.

*We need volunteers to help out!* If you are planning to be there please help us either by volunteering to serve as a workshop monitor (most critical need) or to work a shift on the registration desk. Workshop monitors perform a critical but not very demanding task. They show up about 15 minutes early to their designated workshop, introduce themselves to the speaker and help out as necessary. Duties may include passing out materials, turning overhead slides, assistance with AV equipment. If you can help out please contact Magda McDonald at 415-276-2900. You can also help out with registration by pulling one 2 hour shift on the Registration Desk. Please contact Diane Butler-Joyner. See you there!

### MEMBERSHIP REPORT

**Membership:** Ed reported that as of 10-11-01 we have 201 paid members.

**Advisory Committee Nominations:** Every year one third of the board or five members come up for r/election. The five members this year are: Andrea Kennon, Magda McDonald, Sandra Lerma-Martinez, Jeff Tingey and Melinda Webster. All but Sandra and Jeff have decided not to stand for reelection. Gail Kreczkowski went to work for CDE and resigned effective September 12; she had one more year on her term. New candidates seeking your vote at the time the ballots were sent out included: Stephanie Clark & Aleida Gordon. Therefore there were 4 candidates for 5 three-year slots and 1 one-year slot (we will fill the three-year slots first, based on numbers of votes garnered). Ballots were emailed/faxed on October 2-4 and are due back NLT October 17. The new board will be announced at the Conference.

### WEB SITES FOR SEP 2001:

- [www.ncemch.org/RefDes/kpchildnutr.html](http://www.ncemch.org/RefDes/kpchildnutr.html) - *Knowledge Path: Childhood Nutrition*: National Center for Education in Maternal and Child Health (NCEMCH) has updated the knowledge path on childhood nutrition. This electronic document offers a guide to the Center's Web site on the topic and selected electronic and print resources found elsewhere. Identified in the knowledge path are downloadable electronic publications, databases, project descriptions, electronic discussion lists, and Web sites.
- [www.brightfutures.org/physicalactivity](http://www.brightfutures.org/physicalactivity) - *Bright Futures in Practice: Physical Activity*: NCEMCH posted an electronic version on the Bright Futures Web site. The guide provides current information on screening, assessment, and counseling to promote physical activity and to meet the needs of health professionals, families, and communities.

## Come to Anaheim in 2002



**MARK YOUR CALENDARS AND MAKE RESERVATIONS FOR  
THE NEXT TWO ROUNDTABLE MEETINGS**

➡ **THERE IS NO REGULAR NOVEMBER MEETING**

**Advisory Committee Meeting**

**MONDAY, NOVEMBER 19, 2001, 10:00 AM - 5:00 PM**

**Sheraton Anaheim**

900 South Disneyland Drive, Anaheim, CA 92802

**LODGING INFORMATION :** We have an \$89 rate for Sunday evening if we want to spend the night before the meeting at the hotel. The telephone number is 714-778-1700

For information contact Ed at 925-686-0522 or mred94523@earthlink.net.

Regular members are certainly invited if they want to find out more about what the Advisory Committee does. Please notify Ed if you are planning to attend however so we may plan the meeting space accordingly.



**FRIDAY, JANUARY 25, 2002, 9:30 AM - 3:00 PM**

**Nutrition Services Division Offices**

560 J Street, Rm. 395, Sacramento, CA 95814

**LODGING INFORMATION:**

<b>Hotel</b>	<b>Address</b>	<b>Phone</b>	<b>Airport Shuttle</b>
Crossroads Inn	221 Jibboom St.	916-442-7777	No
Discovery Inn	350 Bercut Dr.	916-442-6971	No
Fountain Suites	321 Bercut Dr.	916-441-1444	Yes
Governor's inn	210 Richards Blvd.	916-448-7224	Yes
Holiday Inn	300 J Street	916-446-0100	Yes
La Quinta Inn	200 Jibboom St.	916-448-8100	Yes
Motel 6	227 Jibboom St.	916-441-0733	No
Vagabond	909 3 <sup>rd</sup> St.	916-446-1481	Yes
Sandman Motel	236 Jibboom St.	916-443-6515	Yes

**PARKING & DIRECTIONS:** From the Bay Area take 80 east; just before the river exit on Jefferson/State Capitol. Proceed up over the freeway and the river to Capitol Mall. The Nutrition Services Division Offices are over two blocks to the left on "J" Street. Parking is available in several locations nearby including under the mall on K Street, which is closest (left at 2<sup>nd</sup> signal, through one signal then down under mall and right at signal into parking lot).

The **Advisory Committee Meeting** is at the same location, Thursday, January 24, at 10:00 a.m.

For information contact Ed at 925-686-0522 or mred94523@earthlink.net.

## ROUNDTABLE MEMBERSHIP RENEWAL FOR 2002

Dear Member:

It is time to renew your membership in the Child Care Food Program Roundtable. There are many membership benefits including: receiving current information on state and federal issues, legislative alerts, regular newsletters and minutes of meetings; having an opportunity for direct dialogue with state and federal administrators, networking with experienced sponsors and state and national policy advocates; leadership opportunities, annual conference discounts and scholarships.

The Advisory Committee makes a concerted effort each year to include issues relevant to all Child Care Food Program Sponsors, whether home or center or Headstart. We have formed a Center & Headstart Subcommittee that has been tasked to provide feedback and advice on how to include their pertinent issues in the agenda. We are always open to ideas on how to meet your needs. Please get involved and make it happen.

For the past several years membership has corresponded to the state fiscal year - July 1 to June 30. That timing seems to have caused some confusion. To simplify the process, the Advisory Committee decided to change the membership year to a calendar year (January 1 to December 31). To accomplish that change, last year members were given a complimentary extra six month's membership from July 1 to December 31, 2001. For 2002, membership will be for the normal one-year period, January 1, 2002 - December 31, 2002.

Included with your membership again this year will be a directory of all Roundtable members. The sooner you apply or renew the sooner you can begin receiving the newsletter and the other membership benefits.

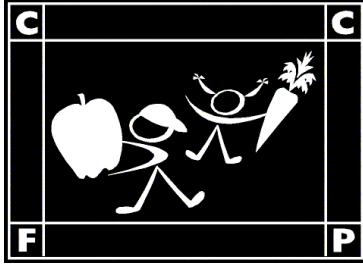
Please complete the enclosed membership application so that we have up-to-date contact information on your organization, and return it NLT November 30, 2001 to the address below (be sure to include your email address):

Child Care Food Program Roundtable  
c/o Edward Mattson  
436 Camelback Road  
Pleasant Hill, CA 94523

For further information please contact Ed at (925) 686-0522 or mred94523@earthlink.net.

Ed Mattson  
Roundtable Coordinator

enclosure



# CHILD CARE FOOD PROGRAM ROUNDTABLE

## MEMBERSHIP APPLICATION

The mission of the Roundtable is to promote health and well-being of children in child care through providing leadership and advocating for an enhanced and expanded Child Care Food Program.

As a member of the Roundtable there are several benefits including receiving current information on state and federal issues, legislative alerts, regular newsletters and minutes of meetings; having an opportunity for direct dialogue with state and federal administrators, and networking with experienced sponsors and state and national policy advocates; leadership opportunities, and annual conference discounts and scholarships.

To join or renew, please complete this form and return it with your check (made payable to the California Food Policy Advocates) to:

*CCFP Roundtable  
c/o Ed Mattson  
436 Camelback Rd  
Pleasant Hill, CA 94523*

Membership Fees		
<i>Check all that apply (If you check more than one category, pay only the highest fee).</i>		
Fees:	Sponsors of:	# of Sites:
\$25.00	<input type="checkbox"/> Center(s) or Head Start <input type="checkbox"/> Homes <input type="checkbox"/> Individual Affiliate, newsletter only	1-5 1-150
\$50.00	<input type="checkbox"/> Centers or Head Start <input type="checkbox"/> Homes <input type="checkbox"/> Individual Affiliate, full membership	6-15 151-500
\$75.00	<input type="checkbox"/> Centers or Head Start <input type="checkbox"/> Homes	16-25 501-1000
\$100.00	<input type="checkbox"/> Centers or Head Start <input type="checkbox"/> Homes	26+ 1001+
<i>For California sponsors, circle the area you are from: North Central South</i>		

Member Information	
Organization name ↑	
Organization name	
Address ↑	
City, State, Zip	
Contact person ↑	
Telephone number	
Fax number	
E-mail ↑	
Number of sites/homes	\$ and amount enclosed ↑