



Roundtable news

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

MARCH/APRIL 2005

SAVE THE DATE



The CCFP Roundtable officially announced its 14th Annual CACFP Conference today, "CACFP: Healthy Kids Start Here," slated for October 17-19, 2005 at the newly renovated

Sheraton Anaheim, next to Disneyland. A Call for Presenters went out on CACFP-Talk on March 22 and is now posted to the Roundtable's web site under the Conference tab (www.ccfproundtable.org). Members are encouraged to look over the desired workshops and submit a proposal soon. Spots will be assigned on a first come first served basis. Certain workshop presenters are eligible for registration discounts. Also posted to the web site are a separate 2005 Workshop Proposal Form, a Sponsor & Exhibitor Brochure (and application) and pictures of the newly renovated Sheraton Hotel. Registration materials should be mailed and available on the web site by mid-June. On-line hotel reservations will also be available soon. Watch for announcements on CACFP-Talk or the Roundtable's new listserv.

The Roundtable will be negotiating with California's Nutrition Services Division to offer a make-up session of its late summer mandatory integrity training for family child care sponsors at the conference. Stay tuned for updates.

Baldwin Park, March 18, 2005

CHAIR REPORT

Paula James welcomed the Roundtable and gave the following brief introductory remarks and announcements. She thanked Terry Talavera, from Options for providing the refreshments and the nice meeting room. She also presented her with a Certificate of Appreciation from the Roundtable for her many years of hard work on the Advisory Board. Thanks Terry! We could not have done it without you.

Report from the FRAC/FORUM Conference: Paula and Ed briefed members on the salient information to come out of the conference.

- o Block Claiming - First and foremost was an apparent policy shift by USDA on block claiming.

See **Chair Report**, Page 2, Column 1

INSIDE THIS EDITION

REPORTS

Advisory Committee	4
CFPA	7
Membership	5
Nutrition Services Division	5
USDA	7

HOT TOPICS

Victory Against Hunger Awards	2
Child Care Assessment Project (CCAP)	2
Forum Assessment Tool	3
Serious Deficiency Task Group	5
New Roundtable Listserv	5
Cal-Pro-NET Training	6
Next Meeting	8

Chair Report, continued from page 1

Members have been concerned since last fall’s Roundtable Conference when USDA clarified that in the Second Interim Rule the definition of block claiming had been changed from the September 2000 proposed rule. The number of days had been changed to 15 which seemed more generous but they applied to each meal rather than to each day. This was seen by most sponsors as a change with serious administrative consequences. Forum and Roundtable members researched how the definition change would have impacted their October 2004 claims and brought that information to the FRAC/Forum conference. Most sponsors found between 20-30 percent of their claims would be considered block claims; some had much higher numbers. Sponsors were concerned with the up front workload such a policy would entail especially in light of administrative resources already stretched to the breaking point. In further discussing the definition at the conference Bob Eadie seemed to indicate that USDA was willing to consider a “pre-validation” review of up to 60 days before the block claim, in addition to the regulatory 60 days after, to determine if a “block claim” was legitimate. He stated that such pre-validation reviews would be acceptable if they were unannounced. We will keep you posted on this apparent policy shift. USDA further advised that it might be advisable and certainly would be okay to comment now on actual implementation issues rather than waiting.

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.

- **Victory Against Hunger Awards** – Ed Cooney announced at the conference that the Congressional Hunger Center and the Victory Wholesale Grocers are offering thirty \$1,000 grants to anti-hunger, family child care and center-based organizations, outside school care and kids café sponsors. Winners will be judged by their success at “improving access to the CACFP.” The nomination period is April 1 – May 27, 2005. Interested participants must be nominated by a member of Congress. Now for those of you that have already established a relationship with your Congressperson, as a result of all our efforts to get you to do so, they will begin to pay off. Those “take a picture tell a story” ideas and those invite your Congressperson to lunch ideas will give you a leg up on the competition. Of course it’s never too later to get started now!
- **NFSMI CACFP Materials** – Paula reported that Dr. Charlotte Oakley from NFSMI gave a presentation on the wealth of information geared towards child care now available, much of it on CD. She suggests you check it out at: <http://www.nfsmi.org/Information/childcarebrochure.pdf>

BREAKOUT SESSION - CCAP & YOU

USDA’s Child Care Assessment Project (CCAP) is on everyone’s minds right now, or at least it should be. So the Roundtable devoted the entire breakout session to the topic.

- **Overview** – You should know by now that the CCAP is an initiative by USDA to measure the results of its efforts over the past few years to improve the integrity of the program. It is necessary to close out the Operation Kiddie

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 633, San Francisco, CA 94105.

Editor
Edward Mattson

Membership is from Jan 1 to Dec 31 every year. For more information please contact Ed at 530-677-9410 or mred94523@earthlink.net

Kare audit. CCAP reviews are not reviews or audits in the traditional sense. They are for data gathering. Individual sponsor reports will not be generated. That being said, they are still intense experiences for those that have gone through one.

Begun in 2004 with fairly large sponsors (200-1000 homes), CCAP reviews will continue into the next few years with both larger and smaller sponsors. In 2005 there will be three in each USDA region. In 2006 & 07 there will be 21 each year chosen on a nationwide basis so that workload can be targeted to where the most sponsors are (at the January Roundtable meeting USDA indicated that perhaps 7-8 will be conducted here in California). So sponsors should prepare themselves. At the FRAC/Forum conference USDA shared the following information:

- They generally try to review 5% of the homes on each assessment.
 - Ninety days after the assessment you can expect to be contacted regarding claim data for the providers visited. They use this information to make sure that meals claimed agree with those observed.
 - Of the 569 homes visited to date 43 (7.5%) were not home, 126 (22%) had missing meal count records, and 91 (16%) had menu record problems.
- **Forum Assessment Tool** – The National CACFP Forum has recently completed work on a self-assessment tool that sponsors can use to prepare themselves for an USDA assessment. The tool includes a cover memo with “tips for a successful assessment,” an “Operations Review” form for sponsor operations and a “Provider File Review” form. The forms are very comprehensive and available to all Forum members. Find out more at www.cacfpforum.org.

- **Report From A Recent Review** – Tito Lujan, from the International Institute of Los Angeles gracefully agreed to share his impressions from his recent CCAP experience. He did so with both wit and charm. He suggested that he might have benefited by the Forum Self-Assessment Tool. He admitted that the assessment “is actually something that we sponsors need.” “It is a bit overdue.” He offered that it is actually “something we do all the time.” He does it as part of his annual renewal. Tito cautioned that you cannot prepare for an assessment in a week. “Just like college you cannot do a term paper in the last week. The assessment is very comprehensive.” You play host to 10 representatives from USDA and 2 from the state, he warned. He said they looked at 84 provider files, 12 hours a day for 5 days. They are bound to find something. He advised that they use software to plot clusters of providers for review. They went to all counties in which he had providers. Normally 6 (three two-person teams) went out in the field and 6 stayed in the office each day. He warned that your files need to be up-to-date, clear and current. For him they ended up going through every single provider file. They went through all training and monitoring documentation. They looked at personal activity reports. They tracked provider payments through the system and looked for un-cashed provider checks. His accountant said he had never had such a thorough review. Tito said that each team did 5-6 provider reviews per day for a total of 18 per day. They spent 15-20 minutes in the homes. Janet Allen from the USDA Western Regional Office clarified that they are really out there to collect data. It is not a review she reiterated. They use two-person teams. One collects the data; the other works with the children. Tito concluded by saying that USDA was really very accommodating and allowed his monitors to accompany the review teams. He said it was a good experience for them. Tito’s report was enthusiastically received and he was invited to speak at the May 19 meeting in Hayward.

ADVISORY COMMITTEE REPORT

Federal Budget Update, Action Alerts & CACFP

Week: As we advised in the last newsletter Congress has been in the middle of a huge budgeting battle for the past three months. What's at stake is nothing less than the continued viability of federal nutrition programs including the CACFP. Will they be cut, capped or block granted? We have been sending you a number of FRAC/Forum action alerts asking you to get involved by contacting your elected representatives. Hopefully you have done so. It is so important to put a face on the CACFP before Congress decides our fate. We cannot stress that enough. Right in the middle of this action was an opportunity - National CACFP Week on March 13th. We thought it appropriate, given the possible threats to CACFP, that members take advantage of the opportunity to get something published in their local newspaper in support of the program. Hopefully some of you met with some success or at least tried. One of our Advisory Members, Stephanie Clarke from the 4C's of Alameda County did manage to get good press coverage for her Team Nutrition funded project on March 11th. She called the food editor for her local paper and told her what they are doing to improve children's eating habits and encourage fresh fruits and vegetables and whole grains. The paper sent someone out right away with a photographer! It was so simple. Way to go Stephanie! We know we must sound like a broken record sometimes but this is important. We need to get the word out on the CACFP, the good it does in the national battle against childhood overweight and obesity, the fact that it is a quality indicator in child care. Your elected representatives need to see your children's faces when they see or think about CACFP! Keep on hammering until they are tired of hearing from you.

The very latest news paraphrased from FRAC's March 25th Update is as follows: In April a Senate/House Conference Committee will work to iron out the differences between their respective Budget Resolutions. Currently the House version includes a \$5.3 billion cut ("reconciliation instruction") to the Agriculture Committee and the

Senate side is \$2.8 billion. House and Senate leaders have agreed to try to ensure that the 2002 Farm Bill remains intact. That means that farm subsidies are taken off the table. What remains are the nutrition programs including Food Stamps which are likely to take a hit. FRAC asks us to urge our members of Congress to: 1) Say NO to reopening the Farm Bill and oppose budget cuts to the Food Stamp and other nutrition programs; 2) Protect Food Stamps and the other nutrition programs by urging members to take no more than the Senate's proposed \$2.8 billion; 3) Oppose any Food Stamp Program optional block grants. They suggested that during the Congressional Recess (ends April 4 – before this newsletter's publication date) members invite a Congressperson to a feeding site, attend a town hall meeting or make an appointment in their home office. Hopefully you have done some of this; even a simple telephone call will help. If you have been maintaining an ongoing relationship this is so much easier.

Regional Meetings: The Roundtable began its second year of regional meetings recently. As you may recall we decided on this special meeting format after receiving input from members that they wanted an opportunity for their staffs to share ideas and best practices in an open environment where admitting mistakes and seeking answers is encouraged. A regular Roundtable meeting was not thought conducive nor is there frequently enough time. So far this year we have had meetings in Los Angeles on February 25, Temecula on March 16 and Oakland on March 24. An additional meeting in this series is slated for April 19 in the northern part of Northern California (watch for email/communication from Cary Steen – csteen@valleyoakchildren.org - pulling this meeting together). So far the participation has been outstanding, with perhaps 100+ attending the three meetings. Participants further discussed serious deficiency rules and best practices, hearing and appeals, provider retention and recruitment and to a more limited extent implementation of the latest changes. Until NSD issues more guidance and trains sponsors on them this summer it isn't possible to discuss applicable best practices. Accordingly, the board has discussed the possibility

of beginning a third series later this year. Timing may be an issue with the October Roundtable conference and the holidays so it might be decided to hold such sessions at the conference itself. Tito Lujan, who hosted the February 25 Los Angeles area meeting, reported that, "retention is one of the most important things we can do. Recruiting is nearly impossible." He equated customer service, communication and a progressive system of discipline as the key to retention of providers. He sees consistency as a goal. Lorraine Bergendorf-Clark, co-host of the Temecula meeting, reported that participants developed a sense of camaraderie once they realized they shared the same goals and they were not alone. The meetings have been very positive and have even helped to bring new members into the Roundtable.

Serious Deficiency Task Group: For the past several months members from both the Roundtable Advisory Committee and the Nutrition Services Division have been working cooperatively and diligently on a serious deficiency best practice/guidance piece. The process, through painstaking negotiation, is nearing completion. The final product will need USDA clearance but we are pleased with both the outcome and the process. We extend our appreciation to NSD for allowing us to participate. Members will be doing further collaboration on such issues as un-cashed provider checks, household contact systems and other issues from the Second Interim Rule requiring guidance from the state agency.

Listserv Coming: Ed reported that he is working with our web site guru to set up a Roundtable listserv. When completed there will actually be two listserves and possibly three. There will be one for all-members and one for CA-members. The listserv will have two purposes. First it will give Ed an avenue for sending out action alerts and other Roundtable news without the Internet security problems of the current spam-like broadcast system. And second, like CACFP-Talk, it will give members an opportunity to query other members for items of mutual program concern. Member's messages will, however, have to be pre-approved by Ed to retain their programmatic integrity. Members

will be able to unsubscribe if they choose. Watch for the announcement in your email soon.

Miscellaneous Policy Issues Discussed with NSD:

Ed reported that as usual the Advisory Committee also discussed a variety of other policy issues with NSD staff at the meeting. Members discussed continuing concerns with the school list and how to update it for missing or erroneous data. They discussed concern for rules and policies related to review of weekend and holiday meals. And finally members discussed the need for NSD staff to clearly distinguish in administrative review documents findings requiring corrective action and recommendations. Janet Allen, from USDA offered that they too are grappling with the difference in their Management Evaluations of state agencies. It is clearly an area needing further study.

MEMBERSHIP REPORT

Ed reported that we have 154 paid members as of today. Thanks for renewing. There is strength in numbers. Please tell a colleague about the Roundtable today and let's get everyone to become a member. Tell us your issues and concerns. Become a part of the solution. Make it happen.

NUTRITION SERVICES DIVISION

Janice Hunt welcomed the participants and gave the state report. She advised that (Director and Assistant Director) Phyllis (Bramson-Paul) and Debbie (Meeker) regret that they could not be in attendance; they are working on budget issues.

Staffing & Reorganization: Janice reported that David Jang, who has been Acting Manager for the Program Integrity Unit, has been made permanent and it is expected that the Division will be able to hire his replacement. Sharon Ray is the new manager over the Resources and Information Management (RIM) Unit. Janice went on to report that the first phase of the reorganization has been completed. Six program analysts (Karen Gillham, Donna Slattery, Patty Atherton, Al Curry, Virginia Jackson and Leslie Merker) have been moved from Field Services to a newly reformed policy unit. The unit will have community-based and school-based sections. It currently has two manager vacancies,

Unit Manager and school-based manager. Ronna Jakobitz, community-based manager, is now acting Unit Manager. This new unit will work on new applications, Management Bulletins, Information Sheets, and management manual updates. The intent is to expedite their issuance and assist sponsors in implementing the new rules. With this change the old “Rep of the Day” concept will be replaced with assigned analysts as before. Therefore after September your assigned analyst and reviewer will be different.

Management Bulletin Update: The following new Management Bulletins, Janice advised, have been issued:

- 05-201 Disbursement of State Meal Reimbursement
- 05-203 License Exempt (Trustline) Providers
- 05-205 Enrollment Documentation for Child Care Centers and Family Day Care Homes

(Editor: The following Information Sheets applicable to CACFP have also been issued. They contain changes from Child Nutrition Reauthorization legislation:

- #4 Exclusion of the Housing Allowance for Military Households in Privatized Housing
- #6 Medicare Prescription Drug Card
- #8 Family Day Care Home Agreements
- #9 Duration of Tiering Status for Family Day Care Homes
- #12 Age Limits in the CACFP
- #13 For-Profit Child Care Center Eligibility)

Janice went on to report that a task group made up of Roundtable Advisory Board members and state staff are working on serious deficiency guidance for sponsors and will later work together on un-cashed provider checks as well as other policy issues arising from the Second Interim Rule. For one such issue – Household Contacts – the state is collecting existing sponsor systems before it issues its own guidance. *(Editor: The remaining provisions from*

the Second Interim Rule, including the following, will be addressed later:

- *Standard Review Elements*
- *Meal Claim Edit Checks*
- *Review Cycle for Sponsored Facilities*
- *Reporting of Food Stamp Eligible*
- *Mandatory Training of Key Staff*)

Training: Janice briefly addressed Cal-Pro-NET’s Program Integrity Now (PIN) training for Centers. The training is for three days and will be held in three locations:

- April 20-22 in Ontario
- May 3-5 in Santa Clara
- June 8-10 in Costa Mesa

It will cover budgeting and record keeping, administrative review requirements, basic nutrition and child nutrition, menu planning and menu production records, food safety principles, monitoring requirements, staffing and technical resources. The training materials will incorporate the latest CACFP regulations and policies, including FNS Instruction 796-2 Revision 3, the First and Second Interim Rules. Janice reported that the training for family child care home sponsors will be in July and August with a make-up session at the Roundtable Conference.

Finally Janice reported that they are working with Cal-Pro-NET to develop on-line training especially for centers.

Center Advances: Janice reported that NSD is taking a look at center advances. California, she advised, is the only state in the Western Region still operating a cash advance. They are considering collecting back the outstanding advances and only giving new sponsors an advance for the first 2-3 months. When they begin pulling them back sponsors will be able to determine the amount to be taken from each check beginning with 25%. The Roundtable asked to be included in the discussion. Janice further reported that 365 institutions have outstanding cash advances totaling \$11.6 million. They hope to complete this by September 2006.

USDA

Janet Allen, Director of Special Nutrition Programs for USDA, WRO, gave the following report: Responding to Tito's report on his recent CCAP where he mentioned that FNS staff used geomapping software to plot provider visits, Janet said she would share the name of the software. Later she reported that FNS uses MSN MapPoint2004 and clarified that there are several geo-mapping software products on the market that perform similarly. Sponsors may be able to use geo-mapping software for plotting provider visits, identifying areas for outreach, or other applications.

With respect to training on the Second Interim Rule Janet advised that some Regional Office staff will be trained in April. The remainder will be trained with state agency staff June 7-9, 2005. All state agencies will receive the training script and power point slides a few weeks later. The training, Janet advised, bridges together the first and second interim rules which will eventually come together as one final rule. She encouraged us to comment on the regulations, including what works, what does not work, and suggested alternatives.



CALIFORNIA FOOD POLICY ADVOCATES

The following information is from a report made to the Advisory Committee on March 17 by Matt Sharp and information contained in a handout as well as recent CFPA Nutrition Action Alerts (for more information be sure to visit www.cfpa.net).

State Legislative Update: Matt pointed out that we might have a better outcome this year because of all the attention the Governor is getting. He has made statements about his concern for junk food in schools. His staff however, Matt pointed out, are not as far along in their thinking. CFPA had an op-ed piece that ran in the Bee the week of March 13th on the topic. CFPA's legislative agenda for 2005 has three major themes: 1) prevent obesity – targeting schools; 2) bring in federal money – targeting underutilization of Food Stamp and School Breakfast Programs; and 3) improve customer service. Their three major initiatives, mentioned in the last Roundtable News, include: 1) AB 696 – The Food for Families Act of 2005; 2) AB 1385 – The Hassle-Free Healthy School Food Act of 2005; and 3) embrace of the HealthierCalifornia School Nutrition Standards. Members are encouraged to support these initiatives by contacting their California representatives.

Los Angeles Update: Matt summarized work he has been doing with the City of Los Angeles to establish a child nutrition policy in all city facilities and programs. As a result onn February 18 the City Council adopted a policy that has three main objectives: 1) to increase access to nutrition programs, 2) to provide healthy meals and snacks and encourage healthy choices, and 3) to provide nutrition education to city staff and children that participate in city programs. One objective is to provide healthier snacks and drinks in vending machines in city facilities. Matt advised that there will be a press conference in April to kick the project off and a poster that will be put up at all city facilities to promote healthier food choices.

Advocacy Opportunities: Matt reminded members to participate if they can in ENACT on April 28 in Sacramento. It is a lobby day co-sponsored by the Strategic Alliance for Healthy Food and Activity Environments, the California PTA, CA WIC, CA Parks & Recreation Society and CFPA to promote healthy eating and activity to state legislators. Or participate in the May 10 Hunger Action Day sponsored by the CA Hunger Action Coalition; it will educate legislators about hunger in California. Find out more about either at www.cfpa.net.

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

THURSDAY, MAY 19, 2005, 9:30 AM - 3:00 PM

Alameda County Office of Education
313 West Winton Avenue, Hayward, CA 94544

TRAINING TOPIC: “Deal Me In ...Food and Fitness, a new after school program for grades K-6” – The California Dairy Council will be from approximately 1:30-3:00 PM.

LODGING INFORMATION:

- Discovery Inn, 333 Jackson Blvd., Hayward, CA 94544, 510-886-7111.
- Hampton Inn, 24137 Mission Blvd., Hayward, CA 94544, 510-247-1555.
- Comfort Inn, 24997 Mission Blvd., Hayward, CA 94544, 510-538-4466.

PARKING & DIRECTIONS:

There is parking on site. From Oakland Airport, San Francisco or points east or north take 880 south to Winton Ave exit cloverleaf; at light turn Right (east) on Winton; location is ½ mile up on left. [Alternate Route: take 580 exit on Foothill Blvd (238) continuing until it turns into 92 turning right on Winton.] From San Jose take 880 north; exit on Winton Ave turning right (east) at bottom of exit; location is ½ mile up on left.

The **Advisory Committee Meeting** is at Stephanie’s Office, 22351 City Center Dr., Ste 200, Hayward, CA 94541, on Wednesday, May 18, 10:00 AM. Directions: From San Francisco or Contra Costa take 580; exit on Foothill to City Center Dr; turn left to office. From south take 880 north; exit on Jackson (92) and proceed around to left until it merges into Foothill (238) turning right on City Center Dr. From the airport take 880 south; exit on 238; exit on Foothill.



THURSDAY, JULY 21, 2005, 9:30 AM - 3:00 PM

Location to be Determined

South Lake Tahoe