

Nutrition Education and Obesity Prevention Branch
All SNAP-Ed Local Health Department Call/Webinar – Meeting Notes
Thursday, August 11, 2016 | 2:00pm – 3:30pm

NEOPB Administrative Updates, Jessie Gouck, Caroline Kurtz, Jackie Tompkins

a. Position vacancies

- There are a few active positions/employment opportunities within NEOPB. Positions include:
 - Public Health Medical Administrator I (Branch Chief)
 - Research Scientist Supervisor II
 - Health Program Specialist I
- Also included is information on how to apply for a State job
- For more information, please visit the [NEOPB website: career opportunities](#)

b. USDA/WRO IWP and Budget Feedback

- There is local feedback from USDA/WRO regarding the IWP and budgets. The feedback has been delivered via email communications from CDSS as the following:
 - Batch 1: LIAs notified on 8/1/2016 (n = 14)
 - Batch 2: LIAs notified on 8/8/2016 (n = 12)
 - A total of 26 (43%)
- Overview of the next steps include:
 - USDA/WRO County Review Excel Workbooks are uploaded to the CDSS SNAP-Ed SharePoint site on a flow basis. LIAs will be notified by CDSS via email with a deadline that includes detailed instructions.
 - LIAs work together to ensure that USDA/WRO comments are addressed within their respective Workbook. Do not make changes to the IWP or the budget during this time.
 - USDA/WRO Reviews Comments; Issues Approval & Denial Letter.
 - LIAs Update IWPs and budgets as necessary (i.e. source documents).
- Tips to guide your review and response:
 - Comments: All comments are either denoted as **(REQ) required** and must be changed in order for FNS to approve the Project or **(REC) recommended**.
 - Tabs: Projects that are approved have a **GREEN tab**. No response is required, however, FNS do offer recommendations for the LIA's consideration. For projects with a **YELLOW tab**, please insert comments into the worksheet to address FNS' questions in red font as well as to provide a response to the overall project comments – use purple font for your response. For projects with a **RED tab**, these are denied – please contact your Project Officer and Contract Manager for assistance.

c. SNAP-Ed 101 and 102 (USDA/WRO) Training slides available

- Two webinar trainings were offered in July:
 - 101 Program Overview on July 13, 2016
 - 102 Fiscal and Admin on July 27, 2016
- The trainings are available on [FFY 2016 Training Archive Page:](#)
<http://www.cdph.ca.gov/programs/NEOPB/Pages/NEOPBFFY2016TrainingArchive.aspx>

d. Integrated Work Plan (IWP) Revision process

- Following the FFY 2016 SNAP-Ed LIA Forum, a workgroup consisting of all SIA representatives have been working to develop an IWP Revision Process.
- The IWP workgroup has been assisting with a development and process for IWP Revisions.
- There are a few LHD representatives are involved in the workgroup in addition to LIA representatives.
- The final outcome of the IWP Revision process will be finalized at the start of FFY 2017.
- There will be a webinar that provides information and training for the IWP Revision process in mid-October focusing on FFY 2017-2019.
- For questions and more information, please contact Jessie Gouck at (916) 449-5383 or via email at Jessie.Gouck@cdph.ca.gov

SNAP-Ed Program Advisory Team (SPA), Caroline Kurtz

- *What is SPA?* It is a collaboration team that meets to most effectively inform planning and implementation of SNAP-Ed Projects. Also strengthen the partnership between CDPH/NEOPB and LHDs.
- *What are the roles and responsibilities of SPA?*
 - Provide CDPH/NEOPB strategic advice on programmatic issues impacting the delivery of SNAP-Ed programs at the local level
 - Assist CDPH/NEOPB in development of statewide policies pertaining to operating local SNAP-Ed programs under the leadership of LHDs
 - Serve as liaisons and conduits for information sharing between NEOPB and LHDs
 - Facilitate regular communication opportunities with LHD counterparts within their service area (monthly or quarterly basis)
- *What are SPA's membership criteria?*
 - SPA members are current SNAP-Ed Project Directors/Project Coordinators/Project Leads
 - SPA members are recommended by their peers from the 7 service areas in California
 - Self-nominations for LHD SPA memberships are accepted with the support of at least one other SNAP-Ed Director in his/her area
 - Member nominations are reviewed and approved by the NEOP Branch Chief.
- *What are the service terms for SPA members?*
 - SPA members serve two federal fiscal years (October 1 through Sept 30)
 - SPA members may serve consecutive and multiple terms
- *Who are your SPA representatives?*

<p><u>Steve Baldwin</u> <i>Los Angeles County</i></p> <p><u>Maridet Castro Ibanez</u> <i>Greater Los Angeles</i></p> <p><u>Niaomi Hrepich</u> <i>Central Coast</i></p> <p><u>Sara Bosse</u> <i>Central Valley</i></p> <p><u>Kyle Fliflet</u> <i>Delta and Gold Country</i></p>	<p><u>Gayle Hoxter</u> <i>Inland Empire/Desert</i></p> <p><u>April Jurisich</u> <i>North Coast and Cascades</i></p> <p><u>Jenny Wang</u> <i>San Francisco Bay Area</i></p> <p><u>Zach Revene & Elizabeth Ramos</u> <i>Very Small and Rural</i></p>
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LHD Success Story

Ingrid Glenn, San Joaquin County
Fruit and Veggie Fest 2016

- For a copy of Ingrid's PowerPoint presentation, please contact Linda Lee Gutierrez at (916) 449-5420 or via email at Linda.Gutierrez@cdph.ca.gov

FFY 2017: Harvest of the Month (HOTM) workbooks update, Daisy Silverio

- In addition to last month's All LHD call update re: the HOTM workbooks, LHDs can still continue using the workgroups for FFY 2017 which was developed by the San Bernardino County Superintendent Education Support Services Branch in partnership with the San Bernardino County.
- In July, a survey was conducted and 9 LHDs decided to use the current HOTM workbooks beginning October 1, 2016.
- Based on the total number of estimated orders received by the LHDs, the price per booklet is \$.67.
- August 17, 2016 is the last day to place your workbook orders.
- If more LHDs would like to order the current HOTM workgroups for FFY 2017, the next round of orders will be in October 2016. The price per booklet has yet TBD.
- For questions and more information re: workbook orders, please contact Michael Wang with Choice Lithographics at (626) 926-7887 or via email at: Michaelwang@hotmail.com

Training and Development Support Section (TDAS) update, Reema El-Murr

- The Project Director's Meeting (PDM) is on November 14-15, 2016 at the Hyatt Regency Hotel in Sacramento, CA.
- The PDM will have programmatic and administrative updates, as well as recognition of LHD grantees.
- The theme will be focused on the 20th year anniversary of providing SNAP-Ed services.
- Registration link and information on lodging will be forthcoming.
- Also there a lot of trainings coming up focused on physical activity, retail, Dietary Guidelines, youth engagement, school wellness so don't forget to visit the [NEOPB Calendar of Events](#)
- For question and more information, please contact Reema El-Murr at (916) 449-5424 or via email at Reema.El-Murr@cdph.ca.gov

Policy updates, Carma Okerberg

- NEOPB wanted to share some of helpful resources the USDA re: final school regulations. Below are the links for the following:
 - a. **Smart snacks in school**
http://www.fns.usda.gov/sites/default/files/allfoods_flyer.pdf
 - b. **Community eligibility**
<http://www.fns.usda.gov/sites/default/files/cn/SP22-2016a.pdf>
<http://www.fns.usda.gov/sites/default/files/cn/CEPfactsheet.pdf>
 - c. **Local School Wellness Policy**
http://www.fns.usda.gov/sites/default/files/tn/LWPsummary_finalrule.pdf
 - d. **Summary handout of the final rule**
http://www.fns.usda.gov/sites/default/files/tn/LWPsummary_finalrule.pdf
- For questions and more information, please contact Carma Okerberg at (916) 449-5425 or via email at Carma.Okerberg@cdph.ca.gov

Questions/comments regarding this document, please email neopb@cdph.ca.gov so it may be given to the appropriate person, or contact your Contract Manager or Project Officer.