

All LHD Call

September 11, 2014

2:00 p.m. – 3:00 p.m.

Local Health Departments Represented: Alameda, Berkeley, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Imperial, Kern, Kings, Lake, Long Beach, Los Angeles, Marin, Monterey, Napa, Nevada, Orange, Pasadena, Placer, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Ventura, Yolo, Yuba

Local Health Departments Not Participating: Amador, Alpine, Inyo, Lassen, Madera, Mendocino, Merced, Modoc, Mono, Plumas, Trinity, Tulare, Tuolumne

Meeting Notes

FFY 2015 SNAP-Ed State Plan

Gil Sisneros

The State Plan was submitted to Western Regional Office (WRO) a week ahead of the deadline of August 15. WRO feedback and questions have been submitted. California Department of Social Service (CDSS) is communicating feedback and questions to the local implementing agencies (LIAs), through the County Work plan Coordinator (CWC) in the form of worksheets. The feedback is being returned to counties in alphabetical order.

A new process is in place this year for feedback to and from WRO. The worksheets are being sent from CDSS to the CWC to the county work plan coordinators, who in turn will forward this information to their partner LIAs. The LIAs provide their feedback to their CWC, who will report it back to CDSS. The deadline for responses to CDSS is Monday, September 15, 2014. **Important Update – on 9/12/2014, CDSS sent out a notice indicating that they are extending the deadline for submittal of all workbooks related to the FFY 2015 State Plan responses by 2 days from 09/15/2014 to 09/17/2014.**

If LHDs have questions on their feedback or have not received feedback, please contact your project officer or contract manager. If you are the county work plan coordinator, please CC your PO and CM when you send your feedback to CDSS.

Once WRO has issued the approval letter, updates to the Plan's source documents will occur. The update is due in early to mid-October.

When the Plan approval letter is received, CDPH will issue a Program Letter and a list of the local contractors that have been approved, and for what amount.

Questions

Los Angeles: Could you confirm that we have an extra day or two for feedback if we received our worksheets late?

Gil: This is correct. An extension request needs to be submitted and approved by CDSS. Send an email to your P.O. or CC your P.O. on your email to CDSS. **Important Update – on 9/12/2014, CDSS sent out a notice indicating that they are extending the deadline for submittal of all workbooks related to the FFY 2015 State Plan responses by 2 days from 09/15/2014 to 09/17/2014.**

Riverside: In our feedback the cost for direct unduplicated education was noted as “high.” How did they reach that conclusion?

Gil: Work with your P.O. on this issue. We will check with your P.O. and with CDSS, since this is a unique issue.

Calaveras: We have not received feedback yet.

Gil: County work plan coordinators should have the worksheets. In the case of Calaveras, you likely have not received feedback because your LHD’s plan was approved as submitted. We will get clarification from CDSS on plans and budgets that were approved and what communications will go out to the LIAs, including the LHDs.

Santa Clara: How can we start adding new sites to the work plan?

Michele van Eyken: We are holding off until approval of the State Plan. In the meantime, we are working with the other State Implementing Agencies to develop a process for adding new sites. We will know more near the time that the Plan is approved or soon after.

Santa Barbara: Is there a separate process for subcontractors?

Gil: No. Subcontractors should be included in the worksheets. A majority of subcontractors were approved. Some minimal additional information is needed for others.

Sacramento: Our CM asked us some questions and we provided the requested information. Are we required to submit new documents to CDSS?

Gil: All responses to WRO questions and feedback need to be submitted directly to the assigned CDSS contact. To ensure they are in the loop about any changes, courtesy copy (cc) your PO/CM on your communications.

NEOPB Updates

Additional Questions

San Joaquin: The success story template mainly focuses on PSE. Is that the case for our final reporting?

Michele: USDA wants us to provide quality interventions along with PSE. If you have a success story on PSE, that’s great; however if you worked on something that you want to share that was successful that is not necessarily PSE, please share that as well.

Fresno: The final report will include the quarterly report and the success stories. Will there also be questions?

Michele: No.

Long Beach: Can you provide an agenda for the November Project Directors Meeting?

Michele: We will send out an agenda very soon to assist with travel approvals and arrangements.

Riverside: Will the November meeting be for project directors only, or will it include subcontractors?

Michele: The meeting is being designed for LHD project directors and key staff, not subcontractors.

CSU Chico: What is due for the final report?

Gil: The quarterly summary, success stories, and the activity tracking form.

Riverside: Can we look at the timing for the Plan process?

Gil: CDSS will plan to debrief after the approval letter is received with the SIAs. You can also submit feedback to your PO and we will share with CDSS.

Michele: We are also planning a survey on the integrated work plan process to help plan for next year.

Sutter: Is the 9/23/2014 Stakeholders' meeting just for subcontractors or for LHDs also?

Michele: The Stakeholder meeting is open to all stakeholders. Many LHDs have registered to attend in person and via teleconference. NEOPB is committed to engaging diverse, statewide partners and stakeholders in this opportunity. Space within the meeting room is limited; however, please add your reservation to the waitlist. As openings become available for this onsite meeting, registration tickets will be released to those on the waitlist through email communications. We will likely be able to accommodate additional onsite meeting requests.

Your input and feedback are important to us. If you are unable to attend the meeting in-person, you may register for the webinar/teleconference option. Stakeholders may also provide input and feedback through our dedicated email inbox at neopbstakeholders@cdph.ca.gov.

Jackie Tompkins: We also have a [Stakeholders page](#) on the NEOPB web site with information.

Siskiyou: Please resend the instructions for final reporting to the LHDS.

Upcoming Meeting Dates

Tuesday, September 23, 2014 9:00 a.m. – 12:30 p.m.	SNAP-Ed Stakeholders' Meeting Sacramento, CA
Thursday, October 9 2:00 p.m. – 3:30 p.m.	All LHD Call (866) 663-1882 Passcode 8484084
Thursday & Friday November 20-21, 2014	November Project Directors Meeting Sacramento, CA