



NEW HAVEN PUBLIC SCHOOLS

Connecticut

Food Service Committee

Regular Meeting Minutes

Wednesday September 8, 2021 via Zoom

I. Call to Order: The meeting was called to order at 5:07 p.m. by Mr. Larry Conaway.

Attendance: Mr. Thomas Lamb, Chief Operating Officer, Mr. Larry Conaway, Chair
Mr. Matt Wilcox, Vice-Chair, Mr. Billy Bromage, Ms. Susan Harris,
Ms. Gail Sharry, Ms. JoAnne Wilcox

II. Introductions and Announcements: Mr. Conaway introduced himself. Afterward, attendees and members of the committee took turns introducing themselves. After Agenda Item III, Agenda Items VIII, and VI respectively followed before returning to the numerical order of the remainder of the agenda.

III. Update on Chocolate Milk Program: The chocolate milk pilot has resumed. Chocolate milk is distributed 2 days per week at all high schools. This pilot will be reviewed at the end of the first marking period for possible expansion of the program. Mr. Conaway will report all information to the Board of Education.

IV. Life-Threatening Allergy Advocacy Peer Group Mr. Conaway indicated that he has engaged in discussions with Ms. Tiffany Jackson about the advocacy group and would like to get more information on forming the group by October 1, 2021. Mr. Lamb stated that he will be consulting with the Student Council Leadership Team and Ms. Jackson about the process of moving forward in creating this group.

V. Update on Finalizing Life-Threatening Food Allergy Management Plan Including Implementation, Forms, and Website Posting: The committee continues to work on getting the policies posted on the website. Mr. Lamb is working with the communications director in finding an easier way to post individual policies and forms to make navigation of the website simpler. Ms. Sharry has partnered with school nurses and the new health department director in creating signage on doors and changing the form that parents send to nurses identifying children with allergies and making these adjustment uniform throughout the schools. Mr. Conaway would like to invite the new health department director to the October Meeting.



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VI. Update on Food Service Staffing

Food Service has hired ten new substitute workers and is in the process of hiring new workers. Staffing targets are being met and are on track for October 1, 2021 goals. Hiring signage has been posted and potential employees are applying for positions daily. The Human Resources department is working on placing the application on the NHPS website on APPLITRACK.

VII. Update on Food Policies:

Mr. Wilcox is working on finalizing this line item and distributing it to the committee. Most of the updates have been done and food policies will follow the State and USDA food guidelines as well as meet the needs of New Haven.

VIII. Update on Known District Food Gaps for 2021-2022 School Year

One hundred meals per evening were distributed at five sites around the city during the week of the August food gap. Funding for this program was provided through the City of New Haven via Covid funds. Dependent upon funding, Mr. Billy Bromage would like the program to be continued throughout the school year during school breaks. Ms. Sharry noted the food gaps during the school recesses in November, December, February, April and will provide those specific dates during the October Meeting. Mr. Bromage stated the importance of community and neighborhood leaders, organizational partners, and management teams being instrumental in obtaining funding and organizing the program. Mr. Bromage reiterated how this program provided a model for future development of such programs and the significance of coordinating, networking, and creating partnerships to aid in the success of programs that would provide meals during periods of food gaps.

IX. Other Business:

Removal of the Updates on Chocolate Milk Program and Food Service Staffing was recommended for the October meeting.

NEXT MEETING: The next meeting is scheduled for Wednesday, October 13, 2021 at 5:00 p. m. Agenda items are due to the Chair (Mr. Larry Conaway) and Vice-Chair (Mr. Matt Wilcox) by 10:00 a.m. on Wednesday, October 6, 2021.



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Adjournment: **On the Motion by Mr. Conaway to adjourn at 5:46 p.m.**

Respectfully Submitted,

Cheryl Myers

Cheryl Myers
Central Kitchen Clerk