



FOOD RECLAMATION PROJECT WORKING GROUP MINUTES

JANUARY 17, 2014, 9:30-11:30AM, CHILDREN'S MENTAL HEALTH SERVICES, BELLEVILLE

IN ATTENDANCE: Ruth Ingersoll, Brandi Hodge, Beverley Bell-Bowbotham, Cathy McCallum, Stacey Stanford, Elaine Radway, Susan Kiley Mullaly, Steve Van de Hoef, Nicole Chevalier, Wendy Anderson, Kellie Brace, Katelyn Cowx and Maribeth deSnoo.

REGRETS: Erin Rivers, Brandi Hildebrand, Karen Richey, Amy Kyle, Jo-Anne Munro-Cape, Ashley Harnett, Cynthia Peters and Lyndsey Belch.

Item	Discussions/Motions	Recommendations <i>(things to go forward to the Networks)</i>	Action <i>(including Person Responsible And Completion Date)</i>
1. Welcome and Introductions	Introductions made around the table. Katelyn Cowx is taking notes on today's meeting activities.		
2. Review of Agenda	Business Arising moved to #5.		
3. Accept Minutes	Accepted as presented.		
4. Team Reports and Discussion	<p>a) Connections Team</p> <ul style="list-style-type: none"> - Maribeth reported that they met with Loyalist College. Maureen was very supportive of the idea in principle, and will work within the Loyalist food services administration to explore how they might be able to contribute food. There is question for the program's long-term ownership. 		



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	<ul style="list-style-type: none"> - Next step: Bridge Street United, Loyalist College and CFB Trenton attend future meetings b) Information Package Team <ul style="list-style-type: none"> - Electronic version of package emailed to Loyalist College before meeting and having the Food Donation Act was helpful. - Cathy's reports on Business Arising has been moved to #5 c) Current Food Reclamation Activities <ul style="list-style-type: none"> - Steve reported on meeting at Gleaners. He reassured them that this program would be using food that is currently wasted, not food that is already being donated to Gleaners. - Brandi Hodge will connect with Food Bank for more information. Brandi will also ask about prepared food left over from meetings and look into restrictions of the food they can take. - Ruth reported on meeting at Salvation Army. Salvation Army is excited and interested in program and potentially being a part of the table. Salvation Army feels it would work best if they were not the only ones connecting with recipients. 		<p>Nicole, Brandi Hodge and Elaine will form a sub-team to ask around about prepared food leftover from meetings.</p>



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	<ul style="list-style-type: none"> - Ruth wants to see if we can ask church folks if they are able to make food at the church so it can be redistributed. <p>d) Evaluation Team</p> <ul style="list-style-type: none"> - Discussion around having a list of questions for donors and recipients to answer. (i.e. What makes sense for donors to measure,? What can donors offer? What can recipients receive?) - In the future we may want to look into a way to measure progress (food received, funds, volunteers, etc.). - Reported that they are researching other programs looking at Food Traceability. Some agencies weigh the food; 1lb of food could be 2 meals for an individual (What does this mean and who truly benefits from this?), communication with donors, recipients, community, etc. 		
<p>5. Business Arising from Minutes:</p> <ul style="list-style-type: none"> a) Funding from FSN b) Food handling 	<ul style="list-style-type: none"> a) Cathy reported that FSN will \$250 towards Food Reclamation Project. b) Handout and pamphlet distributed. Anyone assisting with FRP should have food handling training. This is available at the Health Unit and on the Health Unit's website for a nominal fee. 		



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6. Work plan review	Work plan is sufficient thus far. No changes required.		
7. Summary of immediate Next Steps and Assigning tasks	1. Meetings will start to take place between donor, recipient and FRP member. 2. Launch of food distribution/collection when ready. All action items can be completed by email or separate meetings with subcommittee.		
8. Next meeting	Friday, February 14, 2014 9:30 – 11:30 am Children’s Mental Health Services		If you are attending or not, contact: wanderson@cmhs-hpe.on.ca
9. Adjournment	11:14a.m.		