



SECOND HELPINGS WORKING GROUP MINUTES

TUESDAY, NOVEMBER 18, 2014, 10-11:30AM, CDC QUINTE MEETING ROOM, 65 STATION STREET, BELLEVILLE

IN ATTENDANCE: Ruth Ingersoll, Steve van de Hoef, Kellie Brace, Brandi Hodge, Beverley Bell- Rowbotham, Maribeth deSnoo, Kelly Allan, Wendy Anderson

REGRETS: Darlene Thompson, Nicole Chevalier, Brandi Hildebrand, Diane Milan, Carolyn McInnis

MANDATE:

Second Helpings (Food Reclamation Project) Working Group is responsible for identifying and implementing one or more actionable projects that will improve access to healthy food by children, youth and families in Hastings-Prince Edward.

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	No introductions necessary		
2. Review of Agenda	Agenda accepted		
3. Accept Minutes	Minutes accepted, with the exception of adding Kelly Allan as attending October meeting.		
4. Finalize Description of Growing Project	Consensus was reached that this will be a community awareness/capacity building		



Item	Discussions/Motions	Recommendations <i>(things to go forward to the Networks)</i>	Action <i>(including Person Responsible And Completion Date)</i>
	project to increase the amount of fresh produce in the food program system.		
5. Work Plan Development	<p>Discussion about managing requests for specific foods when connecting with food programs.</p> <p>Discussion regarding the operation of food programs and food banks, their days and hours of operation, etc.</p> <p>The group agreed to pursue a United Way Quinte Collaboration Grant in the amount of \$7,500 – application due January 5, 2015.</p> <p>There was discussion around the lead (banker) agency. The Learning Foundation, CYSN lead, is not eligible to take the financial lead.</p> <p>The application will also require the support of both Networks.</p>		<p>When contacting food programs/food banks we will ask those who wish to participate what they most need to receive and then we will include “suggested items” on the website</p> <p>Beverley will talk to the Health Unit to see if we can link the food access guide to our website to promote the hours, days, etc. of food programs/banks</p> <p>Wendy will prepare a draft application for review by the group</p> <p>Brandi will speak with UWQ re: lead agency and requirements for that</p> <p>Brandi will work with Loyalist College Graphic Design</p>



Item	Discussions/Motions	Recommendations <i>(things to go forward to the Networks)</i>	Action <i>(including Person Responsible And Completion Date)</i>
	<p>Promotion strategy – discussion about a strategic approach to the promotion of the campaign – we will promote and nurseries may participate as they see fit.</p> <p>Many of the activities will be defined during the proposal writing and review process.</p>		<p>program in January toward the development of the promotional print materials</p> <p>Brandi will speak with THEY about helping us pro bono with the strategy.</p>
6. New Business	Nothing at this time.		
7. Next Meeting	A tentative meeting date of December 8 th , 9-10:30am has been set if needed to finalize the grant application. But we will try to work together via email.		<p>If you are attending or not, contact:</p> <p>ruth@cdcquinte.com</p> <p>steve.vandehoef@gmail.com</p> <p>wanderson@hpedsb.on.ca</p>
8. Adjournment			