

## Knoxville-Knox County Food Policy Council Meeting Minutes

Date & Location: Wednesday, May 15, 2024; United Way of Greater Knoxville

Type of Meeting: Educational

Recorder: Brett Foster

<p>Attending Appointed (Voting) Members <b>Bolded names in attendance</b></p>	<p><b>Bruce Crabtree</b> Femeika Elliott Bailey Foster <b>Brett Foster</b> Laura Deubler <b>Sara Keel</b> <b>Marisa Moazen</b> Jen Russomanno <b>Rylan Thompson</b> Lauren Woods Donna Wright</p>
<p>Attending Associated (Non-voting) Members <b>Bolded names in attendance</b></p>	<p>Chris Battle <b>Kat Bike</b> <b>Beth Brown</b> Jasmine Bryant <b>Adam Caraco</b> <b>Sarah DeWitt</b> <b>Nicole Gross</b> <b>Travis Henderson</b> Juanita Jones Ross Jones Hailey Lewis <b>Marissa McKeague</b> <b>Judith Pelot</b> Porschia Pickett <b>Charlotte Rodina</b> Wade Seifert <b>Marsha Spence</b> Caesar Stair Erin Sweeney <b>Sandra Wairimu</b> Tiara-Lady Wilson</p>
<p>Other Attendees (all names listed were in attendance)</p>	<p>Kimberly Pettigrew—United Way Greater Knoxville Madelyn Howe—Knox County Health Department Jessie Hillman—Knoxville-Knox County Planning  Kelsey Bousquet—Knoxville-Knox County Planning Chrystal Brown—United Way Greater Knoxville Emilie Holloway—UTK Becky Hooper—Nourish Knoxville</p>

	<p>Sherifa Iddrisu—UTK  Mary Clay Kline—Second Harvest  Courtney Liles—Second Harvest  Kendra Lindsay—Second Harvest  Erica Lisowe—Knox Garden Alliance  Rizwan Majeed—UTK  Susan Martin—Community Schools  Juanita Miller—Wesley House  Amanda Spangler—UT Plant Sciences  Nickolas Thompson—Knox Garden Alliance  Blake Weiss—UTK</p>
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1.	<p><b>Welcome and Introductions: Marisa Moazen</b></p>
2.	<p><b>CQI Process for Food Systems: Dr. Marsha Spence/UT PhD students</b></p> <ul style="list-style-type: none"> <li>• Why a Food Systems Dashboard? <ul style="list-style-type: none"> <li>○ Could bring things together; set groundwork for things to work on in the future</li> </ul> </li> <li>• Dashboard Features <ul style="list-style-type: none"> <li>○ GIS mapping</li> <li>○ Resources for community members, organizations, research/evaluation/trainings</li> <li>○ Calendar of community events</li> <li>○ Contact Us form</li> </ul> </li> <li>• Project Goals <ul style="list-style-type: none"> <li>○ Evaluation: combination of process and outcome evaluation to enhance usability and acceptability</li> <li>○ CQI: ongoing plan to improve the quality of the dashboard, which is based on outcomes of the evaluation</li> </ul> </li> <li>• RE-AIM Framework <ul style="list-style-type: none"> <li>○ Reach <ul style="list-style-type: none"> <li>▪ Evaluation: number, proportion, and representativeness of individuals willing to participate <ul style="list-style-type: none"> <li>• Demographic surveys, GIS mapping, information sessions, dashboard analytics, social media campaign</li> </ul> </li> <li>▪ CQI: partner with community orgs, identify and work with champions, increase awareness in community</li> </ul> </li> <li>○ Effectiveness <ul style="list-style-type: none"> <li>▪ Evaluation: impact of intervention on important outcomes <ul style="list-style-type: none"> <li>• Tracking use of dashboard resources/feedback feature embedded in dashboard/pre/post surveys to assess changes in food security status and quality of life</li> </ul> </li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ CQI: improve ongoing communication, involve community members to identify priorities, improve awareness and accessibility</li> <li>○ Adoption <ul style="list-style-type: none"> <li>▪ Evaluation: absolute number, proportion, and representativeness of settings and intervention agents <ul style="list-style-type: none"> <li>• Focus groups/interviews (proficiency in using/barriers); stakeholder engagement; identification and outreach to organizations; track orgs activity utilizing the dashboard</li> </ul> </li> <li>▪ CQI: leverage academic and research partnerships, drive implementation through policy and legislative partnerships, increase outreach to community partners</li> </ul> </li> <li>○ Implementation <ul style="list-style-type: none"> <li>▪ Evaluation: fidelity to various elements of interventions’ key functions and components/clients’ use of intervention strategies <ul style="list-style-type: none"> <li>• Pilot testing of dashboard (user experiences surveys; focus groups/interviews); periodic review of dashboard content; evolution of staffing needs</li> </ul> </li> <li>▪ CQI: adaptations to dashboard interface, develop SOPs and protocols, evidence-based frameworks</li> </ul> </li> <li>○ Maintenance <ul style="list-style-type: none"> <li>▪ Evaluation: extent to which program or policy becomes institutionalized <ul style="list-style-type: none"> <li>• Quarterly review of resources in community; develop training checklist for employees/volunteers; identification of new funding opportunities</li> </ul> </li> <li>▪ CQI: continued education for employees/volunteers; outreach to emerging community partners; maintenance to dashboard; scaling up; monitor grants submitted</li> </ul> </li> </ul>
3.	<p><b>Food Supports for School-Aged Children: Sandra Wairimu, Imelda Gutierrez, Tyler Myers</b></p> <ul style="list-style-type: none"> <li>• Project Scope: build alignment between Community Schools and food systems work</li> <li>• Goals: Equitable access, food security, impact</li> <li>• Collaborated with Jennifer Ayers (Community Schools); interviewed stakeholders providing food services; worked with Community Schools to get program feedback from coordinators and community</li> <li>• Sustainability <ul style="list-style-type: none"> <li>○ Cross Training (transfer knowledge to site coordinators)</li> <li>○ Ongoing Updates (continuous upkeep of map—KUMU)</li> </ul> </li> <li>• Equitable Food Access for After School Meals/Snacks <ul style="list-style-type: none"> <li>○ Government funded organizations <ul style="list-style-type: none"> <li>▪ State of TN TDOE</li> </ul> </li> </ul> </li> </ul>

- KCS operates SBP and NSLP through TDOE providing 13,000 breakfasts daily and 33,000 lunches daily; KCS also operates After School Snack through NSLP
  - State of TN DHS
    - Knoxville-Knox County CAC
    - Boys & Girls Club of TN Valley
    - Our Daily Bread
  - N.E.A.T through Knox County Health Department
    - Teach and promote healthy behavior among elementary aged students
- Non-government funded organizations
  - Second Harvest Food Bank of East TN
    - Nutrition Access (Good EaTN Cooking Club and Kitchen Stork Program)
    - Youth and Senior Programming (Food for Kids and Mobile Distributions)
  - THRIVE
    - Food provision through purchasing, volunteers, and community gardens
  - The Knoxville Dream Center
    - Dental trailer
    - Read City USA book mobiles
    - Food rescue
    - Food trucks
    - Dream Eats (hot meals for parent-teacher conferences)
- Enrichment programs
  - Little Chefs Big Change
    - Introduce new foods, equipment, and take home recipes
    - Volunteer driven
    - Partners with Second Harvest and Wesley House
  - CAC Beardsley Community Farm
    - Garden Program (distribution and education)
    - Partners with South Knox Elementary, Beaumont Magnet, Western Heights, and Sarah Moore Greene
  - UT Extension
    - 4H
      - In school and after school programming (4<sup>th</sup>-12<sup>th</sup> grade)
      - STEM-related, creative arts, design
      - Projects tailored to community needs
    - TNCEP/FNEP
      - Nutrition education
      - Cooking demos
- Innovations/Recommendations
  - Policy and advocacy

	<ul style="list-style-type: none"> <li>▪ Human capital</li> <li>▪ Collaborative partnerships <ul style="list-style-type: none"> <li>• Steward resources to restore agency back to the community</li> <li>• Share knowledge to achieve common goals</li> <li>• The need to take collective action has been uplifted inside and outside of FPC</li> </ul> </li> <li>○ Moving Forward <ul style="list-style-type: none"> <li>▪ Involve community in solutions</li> <li>▪ Invest in staff</li> <li>▪ Ask participants for input and feedback</li> </ul> </li> </ul>
	<p><b>Organizational Updates: Marisa Moazen</b>  <b>KCDC:</b> survey across county for individuals with housing choice vouchers—hope to be able to map those with community resources; RFP coming out for a consultant group focusing on food spaces (to design food spaces in Western Heights)  <b>Knoxville-Knox County Planning:</b> Intern during June and July—will be at next meeting; intern is interested in food policy/food systems  <b>Second Harvest:</b> job posted internally and externally shortly—SNAP Coordinator  <b>United Way:</b> \$1 million Reinvestment Fund Grant (capacity building grant); in conjunction with Real Good Kitchen and KCDC</p>
5.	<b>Meeting Adjourned</b>

Upcoming Meetings:

- June 26, 2024, 8:30-10:00—UT Students Market Basket Study/People’s Food Plan
- July 17, 2024, 8:30-10:00—CAC Beardsley Farm field trip