

### **Development**

- Staff Changes:
  - Northern warehouse driver position filled.
  - Hired Grants Administrator under the Administrative Review and Training Grant (ART) and Team Nutrition grant.
  - In last stage of hiring school nutrition Program Officer I.

### **Services and Program Updates**

- The Emergency Food Assistance Program (TEFAP)
  - Regional Distributing Agencies (RDA): South – Three Square, North – Food Bank of Northern NV completed their first system orders in January.
  - RDAs added new distribution sites in both regions.
  - Preparing for USDA-WRO Management Evaluation of Nevada TEFAP that will start the week of February 26<sup>th</sup>. WRO staff will do a combined evaluation of TEFAP and CSFP and will visit both northern and southern offices.
- Audit Services:
  - Continue to determine the financial viability of new and/or renewal applications for sponsors participating in the Child and Adult Care Food Program (CACFP).
  - Successfully reviewed and processed over 200 dairy program license renewals.
  - Assisted with Clark County School District NSLP administrative review for resource management and procurement.
  - Conducted retail milk price surveys and general store check investigations for 45 locations in the Las Vegas and Reno marketing areas.
  - Participated in external audit review of NSLP by Eide Bailly.
  - Began preparation of mandatory notification to all federal award recipients of single audit confirmation letters and forms guideline requirements for FYE 2017.
  - Responded to 13 complaints and requests for information/investigations for dairy program.
- Summer Food Service Program (SFSP):
  - Partners responded with feedback regarding positive aspects of the 2017 SFSP and ideas to improve access and operation of the program for 2018.
  - 2018 SFSP Management and Administrative Plan (MAP) was submitted to USDA-WRO.
  - Corrective action to the USDA Management Evaluation (ME) of the NV SFSP was accepted and the ME closed.
- CACFP:
  - Completed three sponsor administrative reviews.
  - Migration of Sponsor Information and Payment System (SIPS) to Child Nutrition Program (CNP) is complete; very positive feedback from sponsors including that it is more user-friendly.
  - Claims system is now fully functional in CNP and currently being used. Staff now working with IT services to generate necessary reports.
- Food Safety:

- Meeting with USDA scheduled in February to finalize changes to poultry regulations.
- School Nutrition:
  - Free and Reduced Validation Report is complete and posted on FND website.
  - Equipment Grant Released (\$200,000 in Funds to NSLP sponsors). All RFAs have been reviewed, scored and final awardees determined and notified. Sponsors have until September 2019 to buy equipment.
  - School Wellness Reporting is now open for the 2017/18 school year.
  - Fresh Fruit and Vegetable Program (FFVP): \$1,051,526 in grant funds has been expended so far for the 2017/18 school year.
  - Farm to School (F2S): Annual school garden conferences are scheduled in Reno and Las Vegas for March 14<sup>th</sup> and May 5<sup>th</sup> respectively. New F2S newsletter has been added to monthly communications.
  - Pizza RFP: staff is working with State Purchasing to complete.
  - Thirteen administrative reviews are scheduled for school year 2017/18: Eleven onsite reviews have been completed with two more scheduled.
  - ART Grant: DC Match goal has started testing with two school districts (Nye and Douglas); currently planning regional procurement training.
  - Team Nutrition Grant: culinary training was held at three school districts (Douglas, Carson and Humboldt); school wellness conference scheduled for northern NV on March 23<sup>rd</sup>.
- IT Services:
  - Migration from SIPS to CNP is complete; finishing the verification check on the FNS44 report and compiling a list of internal reports that will be needed for CACFP in CNP.
  - Working with Michigan to possibly get a new CNP system.
  - In the process of building a new Food Safety application.

## **Training**

- CACFP:
  - Sponsor training complete for new CNP system.
  - CACFP Meal Requirements training and resources were developed to help all child care centers, family and group day care homes, and Early Head Start/Head Starts and are now available on our NDA website. (Background: all licensed child care facilities are now required to follow the CACFP Meal requirements even if they do not participate in CAFP.)
  - CACFP Child Care Center Staff training is now available to program sponsors.
  - Completed At-Risk Afterschool Training for the School Food Authorities (SFA). Clark County School District now serves afterschool hot meals and snacks through CACFP.
- Food Safety:
  - The pilot program to screen for tetracycline in producer milk has been initiated and our industry milk plant personnel have been trained and the methods

approved. Pilot program is progressing well and it is anticipated that the testing will move forward.

- Staff Training:
  - Currently planning supervisory training session
  - Researching teambuilding training for division

### **Participation**

- Food Safety: The food safety lab participated in the annual FDA proficiency testing for bacteria and phosphatase and all analysts passed.
- CACFP: FNS-44 report finalized from new system and submitted to USDA. (Report includes meal participation, types of facilities and sponsors, and information about sponsors that receive USDA Foods.)
- School Nutrition:
  - Staff from USDA-WRO assisted with the Clark County School District NSLP administrative review and procurement review in February; very positive feedback on NDA staff and practices.
  - USDA/FNS technical assistance site visit for ART grant scheduled for March.