**FOOD SUPPORT NETWORK MEETING NOTES**

**Tuesday, June 17, 2024, from 3:00 – 4:00 p.m.**

1. **ATTENDEES**

* Andrea Dorado – Volunteer at local food pantry with her church and CERT Volunteer and Instructor
* Andrea Ogana-VHC (Valley Health Center) Tully Clinic, Community Worker
* Annette Gutierrez – Galvin College director of basic needs
* Cayce Hill (she/her), County of Santa Clara Food system manager, part of her role is writing strategy for developing a Food System Resilience Plan
* Chijen Huang# Tzu Chi - Managing director
* Edith Gong - Sourcewise (Public Authority)
* Elvia Casas – Catholic Charities emergency programs and housing services department
* Fernando Elias – with Red Cross and CADRE
* Glenda Hughes – director of South Palo Alto Food Closet
* Julie Anderson - Recovery Cafe San Jose
* Kendra Yarn
* Lauren Compitello – program manager with Loaves & Fishes Family Kitchen
* Luna Mohammad – Emergency Manager for CADRE (running the food network)
* Marsha Hovey – Executive Directory for CADRE
* Marvah Gorlorwulu I SVCN – Silicon Valley Council of Non-Profits
* Michele La
* Miguel Carbajal – Hopes Corner in Mountain View
* Paul Marshall – Cal Dart (Disaster air lift response team) – 3 locations in Santa Clara County: Palo Alto Airport, Reid Hill View Airport, and San Martin Airport
* Rae'chel Jensen – San Andreas Regional Center – Emergency Response Coordinator
* Renad Dayfelah – CADRE volunteer (immigrants relations function team) and on board with Amman nonprofit
* Robin Franz Martin – Joint Ventures Food Recovery Initiatives and Santa Clara County Food Recovery Program
* Robin Vasilakos – Regional Volunteer and Outreach Manager with JFCS (Jewish Family and Children Services)
* Sherrilynn Sledge, City of San Jose Office of Emergency Management
* Tom Chin - Cupertino
* Toni Concepcion – West Valley Community Services, part of second harvest emergency action network
* Tracie Wallace – program manager for Hope’s Corner in Mountain View

1. **FOOD SUPPORT NETWORK MISSION & FUNCTIONS**

**History of Food Support Network:** CADRE (Collaborating Organizations’ Disaster Relief Effort), which serves as Santa Clara County’s Volunteer Organization Active in Disaster (VOAD), is developing 20 support networks to help facilitate communication between nongovernmental organizations. The Food Support Network is the first of these networks to be developed and is relatively new. Each Network’s Leadership will feed information to CADRE who will collect information from all 20 networks’ leadership and coordinates/communicates with local government. Sign up for other networks: <https://forms.gle/PtFHivbddCHrzzWx6>

**Summary of Food Support Network:** The Food Support Network will provide a means of communication and information sharing for organizations involved in the food system in Santa Clara County throughout the disaster cycle. The network aims to complement existing efforts, improving disaster resilience by providing a forum for streamlined communication

* The network can help organizations find funding for mitigation, conduct training and exercises for disaster readiness, strengthen communication during disaster response, and facilitate collaboration during disaster relief and recovery efforts, when food insecurity may be exacerbated and feeding capacity impeded.
* CADRE will develop the network by hosting the startup meetings, developing communication procedures and groups, identifying a leadership team, and conducting outreach to representatives from organizations throughout the food system, from production and transportation to food preparation, distribution, and disposal.
* The role of network members is to maintain a point of contact for the network and show up to meetings. The largest ask of network organizations is to review the communication tools discussed below. We also welcome any volunteers to join the leadership group.

1. **MEETINGS:** The food support network meets quarterly for one hour on zoom and can expand meetings during disasters, as appropriate.

* The kick off meeting for the network was held in January, followed by a meeting in March that was used to decide upon communication tools for the network.
* The June 17, 2024 Meeting was used to share a draft of the communication tools and procedures for review and feedback
* The next two meetings (to be held in September and January) will be used to finalize and test the communication tools. Future quarterly meetings will be used for organizations to touch base and discuss any topics of interest they identify
* Need to identify September Meeting’s Date and Time – Please share your availability with [Luna@Cadrev.org](mailto:Luna@Cadrev.org). The meeting invite will be sent out with an agenda at least one month prior to the next meeting

1. **LIVE CHAT TOOL UPDATE**

* Live Chat tools are used for rapid communication and sharing urgent information at the start of a disaster. During day-to-day operations they will be used to introduce new members and for directing people to important information and resources.
* WhatsApp Group is the primary live chat communication tool; sign up directly here <https://chat.whatsapp.com/FSo880MjMGsLREFnS6jAZ8> or by taking the Food Network Questionnaire shown below and on the webpage
* Slack – was chosen by several as a live chat backup option, but turned out to be ineffective for the purposes described above.
* Email blasts will be the primary back up to the WhatsApp Group.
* If there are other tools you would like the network to use, please email [Luna@Cadresv.org](mailto:Luna@Cadresv.org)

1. **WEBPAGE UPDATE:** [**https://cadresv.org/?page\_id=3435&preview=true**](https://cadresv.org/?page_id=3435&preview=true)

* The Food Network Webpage is a one stop shop for disaster information and includes:
  + Active Disaster Information and Links
  + [Disaster Impact Form](https://docs.google.com/forms/d/e/1FAIpQLSdSp6HkYwBW7-Evj1ptFKqK78AWYhTSF6V80G4h3YwIFD2jPQ/viewform?usp=sf_link) – Asks about disaster impacts, unmet needs, and available resources.
  + Resource Availability and Unmet Needs Lists - embedded as a Google Word and Sheet and provided as a downloadable PDF
  + Resource Map – Will include a variety of layers with resources such as food, fuel, emergency shelters, health care, mental health services, disaster impacts, etc.
  + Active Participant list - If anyone is missing from this conversation, please direct them to the questionnaire and/or Luna Mohammad from CADRE - [Luna@cadresv.org](mailto:Luna@cadresv.org)
  + Other Resources – please suggest any preparedness information or resources that you think would be useful to include.
* The webpage will be password protected once finalized and will be monitored and updated as needed.
* Please thoroughly review and provide feedback on the webpage

1. **NETWORK OUTREACH**

* CADRE is continuously conducting network outreach, as we seek to get all 5000+ organizations involved in the food system in Santa Clara County to join.
* Invited chambers of commerce to try and get grocery stores, producers, food trucks, restaurants, etc. involved.

1. **ROUNDTABLE**

* CADRE - Next VOAD monthly meeting is this Thursday, June 27th from 8am to 9:30am. Sign up Here: <https://cadresv.org/event/cadre-voad-coordination-meeting/>
  + Attend if you can, if you can’t, notes and recording will be available on the CADRE website – [www.cadresv.org](http://www.cadresv.org) .
  + CADRE is working to streamline these meetings once networks are more thoroughly developed to just include Network leadership/representatives
* Cal DART – Helicopter operation in south county is being developed. Anyone who serves this area and would like to be part of the helicopter operation testing and planning should reach out to Paul Marshall paul.marshall@caldart.org
* Catholic charities - changing their food distribution model from a food drive to a market-style Farmer's Market at the end of August. Closing home delivery program on July 12th due to budget cuts.
* Hope’s Corner in Mountain View – free hot meals and to go lunches Monday, Wednesday and Saturday, along with a shower and laundry program for unhoused
* Jewish Family and Children Services – Still doing deliveries and have onsite shopping.
* Loaves & Fishes Family Kitchen – 2 commercial kitchens in Morgan Hill producing 3100 meals daily, distributes meals throughout Santa Clara and San Mateo Counties. Plans to open a new kitchen in San Jose in the next month or so.
* West Valley Community Services – Has a choice market and mobile market, in the process of mobile market expansion planned for January. They go to sites every other week for 2 hours, serving 60 clients per visit.

1. **NEXT STEPS**

CADRE will:

1. Set up the next food network quarterly meeting for September
2. Continue outreach efforts to expand network membership.
3. Update communication tools based on feedback and provide a finalized version at the next meeting.

YOU should:

1. Take and share the questionnaire: <https://forms.gle/DqzkursvG2L8aJca7> (include your phone number to be added to the WhatsApp group)
2. Review the communication tools and partner list and provide feedback by August 9, 2024
3. Let us know your availability for September and if you want to join the leadership team