



pennsylvania
DEPARTMENT OF AGRICULTURE

**The State Food Purchase Program Act
Report to the Pennsylvania General Assembly
62 P. S. §§ 4041—4049
Act 129 of 1992**

March 2017

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Overview

According to the Food Research and Action Center, 12.4 percent of Pennsylvanians do not have enough money to buy sufficient food for themselves or their families. Over the past several years, the number of Pennsylvanians at risk for hunger has grown, and food banks and pantries are reporting increased demand for emergency food assistance.

This report, as required by Section 7(b) of the State Food Purchase Program Act (62 P.S. Section 4047(b)), will provide insight to members of the Pennsylvania General Assembly on the activities of the Pennsylvania Department of Agriculture's Bureau of Food Distribution. This includes detailed statistics on the allocation and expenditure of funds; participation in the State Food Purchase Program; and the variety, pounds and cost of food purchased.

This report covers July 1, 2015, through June 30, 2016.

Food Distribution Background

The Department of Agriculture's Bureau of Food Distribution helps facilitate the movement of food from farms, processors and other channels to those at risk for hunger. In addition to work on the State Food Purchase Program (SFPP), the bureau handles United States Department of Agriculture (USDA) commodities through programs like the National School Lunch Program and Summer Food Service Program, as well as The Emergency Food Assistance Program (TEFAP) and the Commodity Supplemental Food Program (CSFP). More details regarding these programs are provided in Appendix E.

Protecting Those Who Are At Risk

One of the cornerstones of the bureau is the State Food Purchase Program. Pennsylvania was the first state to provide state-funded food assistance to those in need due in large part to the support provided through the SFPP.

This program provides cash grants to counties for the wholesale purchase of food at competitively bid prices or better. Pennsylvania's SFPP is one of the largest programs of its kind across the country and reflects the commonwealth's determination to address food insecurity.

SFPP grants are allocated to county commissioners for distribution, allowing local officials to meet local needs. Local entities involved in SFPP include faith-based organizations, community groups, civic groups and other non-profit organizations. All are eligible for funds and food products. Eligible residents include those who are in households currently receiving:

- Unemployment compensation;
- Supplemental Nutrition Assistance Program, or SNAP (formerly known as food stamps);
- Cash assistance;
- Medical assistance; or
- Households with income at or below 150 percent of the poverty level.

Guidelines are also in place to ensure that the food being purchased and distributed to SFPP participants provides sound nutritional value to recipients.

State Food Purchase Program Activity in 2015-2016

Pursuant to 7 Pa. Code §160.18, the activity of the State Food Purchase Program is included in this report. Full details are included in appendices A through C.

Allocation and Expenditure of Grant Funds

Cost of Food Purchased	\$15,632,677
Cost of Equipment Purchased	\$ 203,653
Cost of Other Activities	\$ 1,166
Administrative/Other Costs	\$ 1,146,863
Committed Funds	\$ 98,125

Additional detailed information is found under Appendix A.

Individuals Served

Many of those served by the program are supported by meals and supplemental nutrition products more than once in any given year. A breakdown of service is included in Appendix B of this report. Note that in many counties there is duplication of individuals in reported numbers. The department has estimated that more than 2 million individuals were served by SFPP in 2015-2016. Note: this information is provided by each county and duplication is possible. This number includes children, adults and older Pennsylvanians.

Households Served

The 2015-2016 fiscal year saw 857,161 households served across Pennsylvania. A detailed breakdown of the households served by county is included in Appendix B of this report.

Food Distributed by Food Type

A variety of food is distributed through SFPP. Appendix C includes a full breakdown by county of the pounds and cost per pound of food provided. As food prices vary by region, a statewide price is not available. With regard to the quantity of food distributed, statewide numbers are listed in Table 1.

Cost of Food Purchased

The total cost of the food purchased in 2015-16 was \$15,632,677. The cost per pound range is based on local market conditions, making it difficult to create a statewide cost per pound. The cost per pound is available for each commodity at the county level. This information is included in Appendix C of this report.

Table 1: Commodities Distributed

Commodity	Pounds Distributed
Meat	3,216,606
Poultry	1,335,817
Dairy	2,868,444
Vegetables	12,997,165
Fruit	4,825,912
Grains	5,174,535
Other	3,182,519
Infant Formula	5,271

In addition to the commodities listed above, Lackawanna County, Mercer County, Venango County and Montgomery County used vouchers totaling \$34,413. Vouchers were provided to recipients who have special dietary needs, and for holiday food baskets when food storage is an issue.

Emergency Food Assistance Advisory Committee

A provision of the State Food Purchase Program Act is the creation of an Emergency Food Assistance Advisory Committee. Outlined in Section 6 of Act 129 of 1992, the committee meets twice per year to provide information, advice and guidance to the department on the operation of the State Food Purchase Program, as well as other food assistance programs administered by the Bureau of Food Distribution.

Members of the Emergency Food Assistance Advisory Committee are experts in different areas of emergency feeding and nutrition. These members are appointed to the committee by the Secretary of Agriculture, and full membership must be between 10 and 15 members. No more than three members may be state employees.

By regulation (7 Pa. Code §160.17), the membership is:

- Secretary of Agriculture or designee
- SFPP administrator
- Representative of the Governor's Office
- Regional food bank representatives (two members)
- County government/emergency food provider representatives (two to four members)
- Food and nutrition advocate representatives (two to four members)
- Dietician, nutritionist or other person trained in nutrition (one member)

Minutes from the 2015-16 meetings are included in Appendix D of this report.

Summary

The SFPP administered by the Bureau of Food Distribution represents a significant portion of the Pennsylvania Department of Agriculture's budget and acts as a key support system for the estimated two million individuals in Pennsylvania who face hunger daily. These efforts are collaborative in nature, as county governments and local food assistance agencies across the commonwealth are vested partners in alleviating food insecurity.

The Department of Agriculture remains steadfast in the belief that this is a time when we must continue to support the charitable food system to the fullest extent possible.

State Food Purchase Program
Fiscal Year 2015-2016
Summary of Counties' Allocation and Expenditure of Funds

County	Dollar Share of \$17,032,861	Interest	Carryover/ Other Income	Total Funds Available	Total Cost of Food Purchased	Total Cost Equipment Purchased	Total Cost Other Activities	Admin/Other Costs	Funds Committed	Remaining Balance
Adams	\$84,844.55			\$84,844.55	\$78,056.99			\$6,787.56		(\$0.00)
Allegheny	\$1,492,050.63	\$188.59	\$111.74	\$1,492,350.96	\$1,372,879.13			\$119,364.05		\$107.78
Armstrong	\$98,845.97			\$98,845.97	\$90,938.29			\$7,907.68		\$0.00
Beaver	\$228,471.29	\$4.49		\$228,475.78	\$210,407.18			\$18,068.60		\$0.00
Bedford	\$65,780.98			\$65,780.98	\$55,964.16	\$857.91		\$5,262.47		\$3,696.44
Berks	\$573,249.09	\$225.75		\$573,474.84	\$552,250.06	\$21,276.00				(\$51.22)
Blair	\$196,138.78	\$3.38	\$59.73	\$196,201.89	\$179,621.07	\$809.99		\$15,691.10		\$79.73
Bradford	\$75,613.81			\$75,613.81	\$66,223.90	\$2,865.00		\$6,049.10		\$475.81
Bucks	\$437,319.10			\$437,319.10	\$402,333.58			\$34,985.52		(\$0.00)
Butler	\$158,149.71			\$158,149.71	\$145,497.74			\$12,651.97		\$0.00
Cambria	\$207,041.56	\$40.19	\$25.65	\$207,107.40	\$184,009.27	\$6,524.60		\$16,563.33		\$10.20
Cameron	\$8,425.40			\$8,425.40	\$7,751.37			\$674.03		(\$0.00)
Carbon	\$77,818.91	\$17.98		\$77,836.89	\$70,635.80	\$1,448.00		\$5,753.09		(\$0.00)
Centre	\$88,537.61	\$2.00		\$88,539.61	\$80,258.00	\$1,199.00		\$7,083.00		(\$0.39)
Chester	\$338,626.54			\$338,626.54	\$293,062.59	\$18,473.83		\$27,090.12		(\$0.00)
Clarion	\$49,892.77			\$49,892.77	\$49,892.77					\$0.00
Clearfield	\$124,387.00	\$88.00		\$124,475.00	\$114,524.00			\$9,951.00		\$0.00
Clinton	\$52,412.33			\$52,412.33	\$52,183.88				\$228.45	\$0.00
Columbia	\$76,258.09			\$76,258.09	\$65,884.11	\$1,545.96		\$6,100.64		\$2,727.38
Crawford	\$126,246.72	\$22.59		\$126,269.31	\$116,044.67			\$10,099.73		\$124.91
Cumberland	\$177,339.83	\$132.05		\$177,471.88	\$163,138.73			\$14,187.19		\$145.96
Dauphin	\$374,452.68			\$374,452.68	\$374,107.97				\$344.71	\$0.00
Delaware	\$654,051.59	\$43.36		\$654,094.95	\$596,139.65	\$5,631.18		\$52,324.12		(\$0.00)
Elk	\$35,780.14	\$7.89		\$35,788.03	\$32,925.52			\$2,862.41		\$0.10
Erie	\$494,390.91			\$494,390.91	\$494,390.91					\$0.00
Fayette	\$270,966.43	\$7.48		\$270,973.91	\$240,193.80	\$9,102.80		\$21,677.31		(\$0.00)
Forest	\$6,856.89			\$6,856.89	\$6,856.89					\$0.00
Franklin	\$159,422.92			\$159,422.92	\$146,669.42			\$12,753.50		\$0.00
Fulton	\$19,861.23	\$5.75		\$19,866.98	\$17,112.03		\$1,166.05	\$1,588.90		\$0.00
Greene	\$57,493.64	\$24.19		\$57,517.83	\$70,470.52			\$4,546.87		(\$17,499.56)
Huntingdon	\$60,450.40	\$22.26		\$60,472.66	\$55,650.60			\$4,836.04		(\$13.98)
Indiana	\$99,532.42	\$0.87		\$99,533.29	\$91,941.27			\$7,962.59		(\$370.57)
Jefferson	\$64,987.15			\$64,987.15	\$64,987.15					\$0.00
Juniata	\$25,035.00	\$4.00	\$2,317.00	\$27,356.00	\$24,854.00				\$2,502.00	\$0.00
Lackawanna	\$350,787.18	\$9.12	\$8.61	\$350,804.91	\$335,470.84	\$5,316.42		\$10,017.73		(\$0.08)
Lancaster	\$544,103.43			\$544,103.43	\$500,575.15			\$43,528.28		\$0.00
Lawrence	\$138,216.63	\$24.12	\$21.04	\$138,261.79	\$127,200.70			\$11,060.93		\$0.16
Lebanon	\$159,480.44			\$159,480.44	\$147,585.90			\$11,894.54		\$0.00
Lehigh	\$491,606.73			\$491,606.73	\$452,314.92			\$39,328.54		(\$36.73)
Luzerne	\$506,448.01			\$506,448.01	\$466,466.29			\$39,981.72		\$0.00
Lycoming	\$154,491.16			\$154,491.16	\$150,837.36	\$3,653.80				\$0.00
McKean	\$68,434.77		\$27.98	\$68,462.75	\$49,480.60	\$344.75		\$5,474.78	\$12,923.58	\$239.04

Some counties exceed their allocated funds. Overages are indicated above by a negative number. Overages are paid using other funds county agencies have available for food purchases.

Appendix A
continued

County	Dollar Share of \$17,032,861	Interest	Carryover/ Other Income	Total Funds Available	Total Cost of Food Purchased	Total Cost Equipment Purchased	Total Cost Other Activities	Admin/Other Costs	Funds Committed	Remaining Balance
Mercer	\$173,988.08	\$111.54		\$174,099.62	\$157,202.24	\$ 2,978.33		\$13,919.05		\$0.00
Mifflin	\$69,424.19	\$11.33		\$69,435.52	\$64,199.74			\$5,235.78		\$0.00
Monroe	\$216,065.20	\$36.21		\$216,101.41	\$198,918.16			\$17,183.25		\$0.00
Montgomery	\$579,499.55	\$10.99		\$579,510.54	\$499,899.83	\$ 33,771.00		\$46,359.08		(\$519.37)
Montour	\$17,828.71			\$17,828.71	\$15,336.27	\$ 1,046.72		\$1,435.40		\$10.32
Northampton	\$315,992.63			\$315,992.63	\$290,739.85			\$25,279.41		(\$26.63)
Northumberland	\$126,879.49			\$126,879.49	\$114,942.57	\$ 2,265.99		\$10,150.36		(\$479.43)
Perry	\$43,948.58			\$43,948.58	\$43,948.58					\$0.00
Philadelphia	\$4,079,057.65	\$1,188.00		\$4,080,245.65	\$3,683,025.29	\$ 70,895.75		\$326,324.61		(\$0.00)
Pike	\$61,374.62	\$1.59		\$61,376.21	\$55,596.00	\$ 698.00		\$4,900.00		\$182.21
Potter	\$24,367.31	\$4.96		\$24,372.27	\$22,497.84			\$1,927.08		(\$52.65)
Schuylkill	\$207,754.86		\$32,592.95	\$240,347.81	\$145,729.75	\$ 599.92		\$16,620.39	\$77,397.75	\$0.00
Snyder	\$41,659.11			\$41,659.11	\$38,326.38			\$3,332.73		\$0.00
Somerset	\$94,535.47	\$1.19		\$94,536.66	\$86,307.92	\$ 665.90		\$7,562.84		\$0.00
Sullivan	\$6,565.44	\$0.58		\$6,566.02	\$5,911.61					\$654.41
Susquehanna	\$43,875.72	\$9.77		\$43,885.49	\$39,487.15	\$ 432.36		\$3,510.06		\$455.92
Tioga	\$51,127.63			\$51,127.63	\$50,542.68					\$584.95
Union	\$34,921.10			\$34,921.10	\$32,127.40			\$2,793.69		\$0.01
Venango	\$84,284.64	\$9.12		\$84,293.76	\$77,997.01			\$2,737.34		\$3,559.41
Warren	\$52,830.34	\$200.47		\$53,030.81	\$44,124.61			\$4,178.08	\$4,728.12	(\$0.00)
Washington	\$228,640.02	\$34.87	\$2,401.51	\$231,076.40	\$204,494.45	\$ 8,500.00		\$18,081.95		(\$0.00)
Wayne	\$60,994.96	\$3.99	\$3,581.94	\$64,580.89	\$56,896.02	\$ 2,749.46		\$4,879.59		\$55.82
Westmoreland	\$412,967.14	\$65.79		\$413,032.93	\$379,995.55			\$33,037.38		\$0.00
Wyoming	\$32,911.59	\$2.61	\$0.66	\$32,914.86	\$30,708.62			\$2,206.24		\$0.00
York	\$497,033.19			\$497,033.19	\$495,933.19			\$1,100.00		\$0.00
		\$2,567	\$41,148.81	\$17,076,544	\$15,632,677.49	\$203,652.67	\$1,166.05	\$1,146,862.75	\$98,124.61	

Some counties exceed their allocated funds. Overages are indicated above by a negative number. Overages are paid using other funds county agencies have available for food purchases.

State Food Purchase Program
Fiscal Year 2015-2016
July 1, 2015 - June 30, 2016

County	Households	Children	Adults	Elderly	Soup Kitchens	Onsite Meals
Adams	2,525	2,372	3,177	832	0	0
Allegheny ***	212,274	133,346	226,014	95,533	407,596	207,657
Armstrong	1,594	362	960	630	0	0
Beaver	2,945	1,927	2,424	1,473	28,360	0
Bedford	1,323	793	1,582	688	0	0
Berks	26,465	32,670	27,690	6,710	518,172	0
Blair	4,960	4,522	4,692	1,187	5,237	0
Bradford*	1,163		2,871		0	0
Bucks	36,941	43,358	59,075	15,231	0	96,972
Butler	1,826	1,217	2,037	943	0	0
Cambria***	25,094	17,784	30,820	12,106	50,539	0
Cameron	272	198	314	92	0	0
Carbon	4,397	3,564	6,216	2,165	0	0
Centre	1,880	1,200	2,214	835	0	0
Chester	17,103	5,579	13,132	3,271	16,745	8,784
Clarion	481	312	610	218	0	0
Clearfield	2,640	1,737	3,361	1,148	0	0
Clinton	1,378	852	1,561	762	13,868	0
Columbia	896	481	926	588	0	0
Crawford	2,573	2,339	3,563	816	0	0
Cumberland***	32,418	28,022	48,453	15,363	36,921	0
Dauphin	13,549	17,530	21,041	2,888	117,841	55,277
Delaware	6,617	7,362	8,594	1,959	0	0
Elk	631	537	834	137	0	0
Erie	7,203	6,226	9,318	2,512	488,997	194,135
Fayette	4,173	2,145	5,276	990	0	0
Forest	122	64	132	63	0	0
Franklin	1,539	1,459	2,328	339	0	0
Fulton	857	709	1,099	447	0	0
Greene	9,619	5,231	9,899	5,657	0	0
Huntingdon	1,315	1,200	1,875	674	0	0
Indiana	1,797	1,018	2,168	994	0	0
Jefferson	474	353	649	261	0	0
Juniata	723	711	978	278	0	0
Lackawanna	11,512	10,699	14,616	3,682	7,720	32,088
Lancaster	13,782	19,423	22,198	4,814	58,585	27,143
Lawrence***	16,958	6,988	14,523	8,752	0	121,416
Lebanon	1,236	1,208	1,741	179	45,701	0
Lehigh	6,694	9,466	11,794	2,237	11,197	100,400
Luzerne	16,413	14,264	22,481	6,221	32,312	43,388
Lycoming	2,789	2,431	3,250	787	0	0
McKean	6,102	4,182	8,178	1,917	0	0
Mercer	3,978	4,455	7,659	1,809	0	0
Mifflin**	3,307				2,173	1,986

County	Households	Children	Adults	Elderly	Soup Kitchens	Onsite Meals
Monroe	3,787	3,487	5,997	1,839	43,063	4,796
Montgomery	8,489	7,407	12,902	3,584	76,481	42,931
Montour	106	49	79	82	0	0
Northampton	5,882	6,609	9,190	2,343	94,556	62,194
Northumberland	1,829	1,576	1,924	820	0	0
Perry***	10,994	11,338	17,744	6,905	0	0
Philadelphia	270,769	243,005	295,634	68,874	1,265,906	4,044,205
Pike	224	294	376	34	0	0
Potter	320	221	310	196	0	0
Schuylkill	3,280	1,521	4,483	1,339	0	0
Snyder	461	358	677	216	0	0
Somerset	2,031	1,588	2,639	816	0	0
Sullivan	256	234	506	162	0	0
Susquehanna	407	333	495	234	0	0
Tioga	1,869	1,261	2,282	1,256	0	0
Union	565	483	704	248	0	0
Venango	1,457	1,137	2,005	518	0	0
Warren	2,622	1,591	3,288	1,109	6,141	0
Washington	4,575	2,953	5,006	2,003	0	0
Wayne	1,071	736	1,321	561	0	0
Westmoreland	8,561	7,379	12,355	3,950	16,539	63,174
Wyoming	545	496	462	210	0	0
York	14,523	15,824	22,458	4,453	144,181	67,725
	857,161	710,176	1,015,160	309,940	3,488,831	5,174,271

* Bradford County reported adults as total individuals

** Mifflin County only reported number of households served

*** Allegheny, Cambria, Cumberland, Lawrence, and Perry County figures are based on number of visits annually (duplicates are possible)

County	Meat		Poultry		Dairy		Vegetables		Fruits		Grains		Other		Formula		Total Pounds or Cases	Total Cost of Food Purchased	Average Cost Per Pound	Vouchers Purchased/ Other
	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.	LBS.	Cost Per LB.				
Monroe	24,010	1.90	31,952	1.33	3,379	1.15	31,601	0.84	20,695	0.99	56,434	1.03	877	0.86	9	7.71	168,957	\$198,918.16	1.18	
Montgomery	60,966	1.50	98,348	0.50	48,121	0.68	14,567	0.59	205,084	0.53	123,446	0.79	47,255	0.78			723,787	\$499,899.83	0.69	\$1,775.00
Montour	3,789	1.36	485	2.07	828	0.92	3,095	0.57	3,325	0.59	2,497	1.34	1,828	0.61			15,847	\$15,336.27	0.97	
Northampton	59,407	1.29	5,210	1.58	12,960	0.47	112,932	0.43	90,029	0.44	90,166	0.49	101,345	0.67			472,049	\$290,739.85	0.62	
Northumberland	18,016	1.25	7,934	0.55	7,275	1.10	29,298	0.35	58,128	0.43	25,447	0.21	48,489	0.7	110		214,057	\$114,942.57	0.54	
Perry	20508	0.18	5454	0.49	33772	0.32	71241	0.08	18197	0.12	56183	0.18	39144	0.22			244,499	\$43,948.58	0.18	
Philadelphia	605,167	0.96	143,549	1.70	628,109	0.70	7,255,379	0.12	1,440,203	0.33	1,638,173	0.52	13,949	1.81	33	14.83	11,724,561	\$3,683,025.29	0.31	
Pike **																	38,885	\$55,596.00	1.43	
Potter	4,320	0.82	2,328	1.81	180	0.91	7,387	0.68	8,316	0.76	5,511	0.95	418	1.75			28,460	\$22,497.84	0.79	
Schuylkill	109,458	0.58	10,997	0.49	1,311	0.22	28,048	0.74	41,418	0.64	36,674	0.77	5,606	0.23			233,512	\$145,729.75	0.62	
Snyder	7,921	0.84	9,580	0.21	4,583	0.34	17,265	0.45	23,776	0.34	13,270	0.31	24,854	0.32			101,240	\$38,326.38	0.38	
Somerset	1,292	2.80	10,760	1.01	3,332	0.66	50,974	0.41	23,671	0.65	18,025	0.99	16,765	0.93			124,819	\$86,307.92	0.69	
Sullivan	385	2.25	2,993	1.06	192	1.48			648	0.77	283	1.95	404	1.32			4,904	\$5,911.61	1.21	
Susquehanna	5,605	2.19	2,081	1.12	2,400	0.73	2,578	1.88	3,961	1.18	4,855	1.66	3,897	1.42			25,377	\$39,487.15	1.56	
Tioga	2,080	1.03	327	1.73	2,898	0.67	15,558	0.38	17,162	0.63	15,639	0.25	351	71.98			88,789	\$50,542.68	0.57	
Union	3,671	3.50	6,983	1.08	1,660	1.89	4,225	0.59	3,220	0.64	2,318	0.93	1,978	0.95			24,055	\$32,127.40	1.34	
Venango	4,113	3.74	728	2.76	1,716	2.34	3,839	1.35	4,035	1.86	2,203	5.06	1,120	7.42			18,601	\$84,284.64	4.53	\$24,458.00
Warren	5,525	1.95	2,169	1.40			6,936	1	6,781	1.00	4,448	1.18	10,392	1.19			29,315	\$44,124.61	1.51	
Washington	11,150	1.33	4,610	1.68	10,235		191,350	0.16	94,326	0.42	72,359	0.4	176,634	0.41			60,664	\$204,494.45	3.37	
Wayne	4,080	2.47	5,270	1.39	1,320	0.59	18,300	0.52	8,585	0.90	3,552	1.05	12,018	1.31			53,126	\$56,896.02	1.07	
Westmoreland	15,200	1.45	68,210	0.94	170,250	0.43	108,290	0.39	40,000	0.46	139,188	0.61	135,817	0.54			676,955	\$379,995.55	0.56	
Wyoming	2,739	9.09	5,316	3.26			3,867	5.18	7,619	16.09	1,860	4.85	1,722	5.39			30,709	\$26,100.11	0.85	
York	113,829	0.55	28,572	0.39	193,865	0.32	448,549	0.14	171,285	0.37	274,913	0.22	382,489	0.46			1,613,502	\$495,933.19	0.31	
	3,216,606		1,335,817		2,868,444		12,997,165		4,825,912		5,174,535		3,182,519		5,271		33,634,395			\$34,413.00

Appendix D

Minutes from Emergency Food Assistance Advisory Committee Meetings

**EMERGENCY FOOD ASSISTANCE ADVISORY COMMITTEE
PA DEPARTMENT OF AGRICULTURE
BUREAU OF FOOD DISTRIBUTION**

Minutes of the October 14, 2015 Meeting

CALL TO ORDER

Steveanna Wynn called the meeting to order in Room 405 of the Agriculture Building. All others introduced themselves, their titles and who they work for.

Committee Members in attendance were: Steveanna Wynn, Peg Bianca, Brenda Benner, Gene Brady, Gabriella Mora, Diane Kraft, Lisa Scales, Joe Arthur and Ally Antonini. Also in attendance from the Department of Agriculture were Joe Quattrocchi, Amanda Wasko, Sandy Hopple and Melissa Seiple.

AGENDA - Motion to approve the agenda was made by Brenda Benner, 2nd by Lisa Scales

MINUTES (from March 18, 2015 meeting) – Motion to approve minutes was made by Joe Arthur and 2nd by Ally Antonini.

BUDGET DISCUSSIONS – The most recent event was a down vote on the tax package that the Governor is sticking to in terms in which he thinks need to be done. The Legislature is having budget negotiations today. Until they come to terms, we are not sure where this is heading. A decision needs to be made with the amount we are going to ask for fiscal year 2017. Figures for both State Food Purchase Program and Farmers Market Nutrition Program need to be determined. The recommendations will be sent to the Secretary of Agriculture and also the Governor.

Commodity Supplemental Food Program funds were not included on the critical payment or the mandatory payment list. Administrative services is aware and we are waiting for a response from them at this time.

Lisa Scales made a motion for fiscal year 2017 for State Food Purchase Program and also Farmers Market Nutrition Program – 21 million for SFPP and 5 million for PASS, FMNP – 21.5 million. This motion was 2nd by Gene Brady.

STATE FOOD PURCHASE PROGRAM (SFPP) - Agreements for 2 counties have still not been received. All other agreements have started through the signature process. These are all at different stages currently. Expense and Data reports have all been received with the exception of 2 counties. The report cannot be finished until they have all been received. SPCO distributor's contract has expired.

FARMERS MARKET NUTRITION PROGRAM (FMNP) – Recipients should have all received their checks. They have until November 30th to use them and the farmers have until December 14th to redeem them. Farmers Market is under a continuing resolution for 2016. Not sure of what the funding will be. For 2016 there will be a new FMNP bank called Solutran. This company work nationwide with farmers and WIC programs. There are over 20 FMNP programs that currently use Solutran and

just as many if not more WIC programs that use their services. This will result in a cost savings for us. The proposed protect fees are lower than we are currently spending. Redemption rate for Senior – 87% and WIC – 52%. There were more checks issued than we have money to cover. Our hope is they don't all get redeemed. The money that was appropriated was used but not the 100% redemption. There were no funds left over and all funds have been spent. The way this program runs is that each year the funds roll over. 100% funding was used for the program. All money has been used and the program it fully at its capacity.

Joe Arthur made the recommendation – once the budget is passed, expenses be covered (reimbursed through the program) for SFPP and PASS. Lisa Scales – 2nd.

COMMODITY SUPPLEMENTAL FOOD PROGRAM (CSFP) - Sheila Christopher provided an update on funding. The federal continuing resolution will get the amount of money for the 1st quarter for this year as we did in 2014. We know the amount of money we will get. Once Joe gets the approval to process invoices he will let Sheila know and get them paid as soon as possible. Lead agencies have increased from last year from 17 to 19.

A USDA Management Evaluation was completed. There was only one finding and 4 observations. Overall it was an excellent evaluation.

The bi-annual conference was held in June will all lead agencies. USDA will be sponsoring a regional meeting in December with two regions – mid Atlantic and Northeastern regions.

EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) – Amanda Wasko provided a handout that showed what commodities were expected to arrive between November 2015 and September 2016. The beginning balance for next year's entitlement is down about 1.5 million dollars so this will decrease the amount of cases that could be brought in. So far, bonus is going up. Last year we had around 10 million dollars of bonus order and so far for next year we have 5 million dollars ordered. A survey was sent out about a year ago to see if there was a need for more protein products. It was about 50/50 with people saying they wanted all protein versus a mixed variety.

Equitable Distribution of Bonus Commodities – There was a discussion to ensure the bonus commodities are being distributed evenly throughout the state. Amanda gave a brief overview of the procedure she follows for offering bonus commodities. The committee was informed that with TEFAP having issues of postponed or cancelled orders, this leaves us with different variables resulting in having money left. In the past this was handled with doing a switch out with State Food. There is no state food this year because there is no budget. This will result in a bump up of 4 cents per pound from the timeframe of October 2014 through June 2015.

Everyone will be receiving a one-time payment relative to this. A letter was sent to all County Commissioners informing them of this payment.

OLD BUSINESS – None

NEW BUSINESS – Website issues – There has been a great amount of concern regarding the website when individuals are trying to navigate the page. The way

the page is set up makes it very difficult to find where the information might be. There are three words that are at the top of the page and if you weren't informed you would not know that you need to click one of the words to find the Bureau you are looking for. Joe asked if anyone has had a bad experience to please let him know so he can pass the information along to try to get the website changed. A food security summit was held last month in Harrisburg. The blueprint for hunger in Pennsylvania is 8 years old. The committee has been on hiatus. Going forward, there will be some follow up meetings to help inform and update the blueprint for hunger in Pennsylvania and also the food security partnership will be reinstated. Nominees/process for members going off committee – there will be 2 openings in December. Lisa Scales and Gabriella Mora will be completing their terms. If you have anyone in mind for these two positions, please email Joe by mid-November. There will be a conference call to review the candidates and then the names will be forwarded on to the Secretary for him to appoint to the committee. Next meeting – scheduled for March 16, 2016. Room 202

**EMERGENCY FOOD ASSISTANCE ADVISORY COMMITTEE
PA DEPARTMENT OF AGRICULTURE
BUREAU OF FOOD DISTRIBUTION**

Minutes of the March 16, 2016 Meeting

CALL TO ORDER

Steveanna Wynn called the meeting to order in Room 202 of the Agriculture Building. All others introduced themselves, their titles and who they work for.

Committee Members in attendance were: Steveanna Wynn, Peg Bianca, Brenda Benner, Diane Kraft, Joe Arthur, Christine Mullin, Jesse Sharrard, Kathy Fisher, Caryn Long Earl and Ally Antonini. Also from the Department were Joe Quattrocchi, Amanda Wasko, Sandy Hopple and Melissa Seiple.

AGENDA - Motion to approve minutes made by Ally Antonini, 2nd by Christine Mullin

MINUTES (from October 14, 2015 meeting) – Motion to approve minutes was made by Joe Arthur and 2nd by Brenda Benner

BUDGET UPDATE – Secretary Russell Redding has already attended a hearing with the Senate appropriation and House appropriation committees. There were not too many questions regarding food assistance. The General Assembly has been quite kind with our programs. There was a question on the Chesapeake Bay Reboot. They have been working with other states for several years trying to meet various goals. Avian Influenza has not been to PA yet but the Department has prepared for this if it would happen. Today the House will vote on a budget of 30 million dollars and no new taxes.

STATE FOOD PURCHASE PROGRAM (SFPP) - The annual report for 2014/2015 is approved and has been emailed to all State Food agencies. This is also on the Department website. All counties should have received payment for quarters 1-3 and the 4th quarter is already processed. This payment should be received early April. Quarterly reports – there is no report for the 1st and 2nd quarters, only the 3rd quarter will have a report because there was no money given until this point and this is also when the activity would have happened. Expense and Date Report – there will be a line added asking how many pantries are distributing State Food because the Department has been asked this question.

FARMERS MARKET NUTRITION PROGRAM (FMNP) – 2015 WIC redemption rate is 50% which is down 2% over 2014. Seniors – the redemption rate is 85%, which is also down 1% from the previous year. All the federal dollars were used. Part of the reason WIC is so low is that there is one clinic that only had 17% redemption rate and this is due to the fact that there are not enough farmers in that area. We are looking at different ways to increase the redemption rate. The Department has a goal to increase the redemption rate 5% this year. Sandy has

been working closely with WIC and they have given her the opportunity to meet with the nutrition education coordinators at a meeting in June. This will be an interactive session with questions that they are working on. The IT Department signed off on creating a farmers' market app. The WIC Federal Funding for 2016 is 96,000 less than last year and for Seniors 125,000 less. Those numbers are not final because other states will return their money they didn't use and those funds will be reallocated. We will be sending out the same number of checks that we have in the past. There will be a new banking contract to get this started June 1st. This will save us money also. The WIC FMNP in the federal budget received additional funds.

Steveanna Wynn updated the committee on the Area Agency on Aging Visit. They will be visiting SHARE and setting times to do a distribution of the FMNP checks because they have so many people coming there. They are going to advertise, thinking this will help with their getting more checks out.

EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP) – Amanda Wasko provided a handout that showed what commodities were expected to arrive between October 2015 and December 2016 for both TEFAP entitlement as well as bonus commodities. Amanda provided an overview of how the entitlement process works. To date, we have received 439,155 cases for entitlement and 594,985 for bonus. Bonus orders have totaled a little over 8 million dollars.

Joe Quattrocchi spoke briefly on TEFAP I&E report deadlines. The process will be changing and we will be adhering to the deadline dates. If the county does not report in the timeframe that the invoice is due, then we will wait until the next payment cycle to process that invoice.

COMMODITY SUPPLEMENTAL FOOD PROGRAM (CSFP) - Sheila Christopher supplied a handout that she reviewed with the committee. (Copy attached).

OLD BUSINESS – None

NEW BUSINESS – Update – Blueprint to End Hunger/Governor's Food Security Partnership/PASS

Many people attended the Blueprint to End Hunger summit that was held the end of September. Following the summit, there was a series of work group meetings around some of the themes that were at the summit. During those meetings, ideas were discussed and new ideas were brought to the table. All this information was compiled and sent out. The report is currently being drafted.

PASS – Joe provided an overview of what this program is. We received 2 proposals. The 2 proposals have been scored and the entity is identified with who the contract will be with. Procurement is doing all the paperwork to take care of this. They are in the process of obtaining a waiver that will allow the entity that is awarded to have until June 30, 2017 to spend the funds. These funds would otherwise have to be obligated by June 30, 2016.

Purchasing kosher food – Alli Antonini had some questions that she wanted to bring to the committee. There was a pantry that had asked about kosher food that had a high population of Muslim and Jewish individuals. The question was raised on how to get more kosher food through TEFAP. Amanda Wasko will be looking into this for the future.

Hunters Sharing the Harvest – The questions was asked who pays the bill and what the program looks like for the future. Joe replied that that program looks good and the vendors should be talking to John Plowman. Currently the contract has a ceiling of \$125,000 per year and that comes directly off the top of the TEFAP administrative funds. The rate for reimbursement is \$1.35 per pound.

Capital Expenditures – Chester County has asked the health department to come and look at some of the buildings that are falling apart to make sure everything is ok for them to continue operation. The health department wanted commercial grade items which is mostly not the case. Ally was looking for input from the committee on how many agencies had commercial grade appliances. It was determined that this was a county by county issue.

Next meeting – scheduled for September 21, 2016

The meeting was adjourned – Joe Arthur made the motion and 2nd by Diane Kraft.

Appendix E

Bureau of Food Distribution Program Summary

The Pennsylvania Department of Agriculture's Bureau of Food Distribution oversees several programs to help supplement food purchases or provide other food resources to low-income residents in the commonwealth. These programs include:

- State Food Purchase Program (SFPP) – This program supplements the efforts of food pantries, shelters for the homeless, soup kitchens and regional food bank feeding programs to reduce hunger. In 2015-2016, \$17 million in state funding was provided to purchase, store and deliver food to Pennsylvania's hungry. More than 1.4 million citizens were assisted through this program in 2016.
- Farmers Market Nutrition Program (FMNP) – Provides eligible participants with vouchers to purchase fresh Pennsylvania-grown produce at more than 1,030 farmer's markets and farm stands. In 2016, more than 149,000 eligible individuals received and redeemed more than \$1.4 million in vouchers.
- Senior Farmers Market Nutrition Program (SFMNP) – This program benefits low-income seniors by providing for the purchase of Pennsylvania-grown fruits and vegetables. In 2016, more than \$3.4 million in vouchers were issued, with the potential to serve nearly 183,000 seniors. The two farmers market nutrition programs are funded by a combination of state and federal dollars.
- National School Lunch Program – A key program that supports nutritionally at-risk youth, the National School Lunch Program is regulated and managed by the Pennsylvania Department of Education, with necessary support provided by the Department of Agriculture. In 2015-16, the Department of Agriculture's support included the distribution of \$51.25 million of USDA commodities to approximately 842 national school lunch agencies to help stretch their food service budgets.
- The Emergency Food Assistance Program (TEFAP) – Under this program, commodity foods are made available by the USDA to states. Designated as the State Distributing Agency for Pennsylvania, the bureau provides USDA food to local agencies that directly serve the public. For this report period, more than 32 million pounds of food were distributed, serving approximately 1.4 million state residents.
- Commodity Supplemental Food Program (CSFP) – This federal food program helps improve the health and nutrition of senior citizens. USDA commodities are distributed through the bureau to food banks that package the goods for

local dissemination. Monthly boxes of commodities tailored to the nutritional needs of recipients served 34,619 state residents during this report period.

- The Summer Food Service Program (SFSP) – This summer nutrition program is designed to fill the gap when low-income children lose access to school breakfasts, lunches and afterschool snacks. In Pennsylvania, SFSP is operated through school-sponsored summer programs, as well as those sponsored by local parks and recreation departments and non-profit organizations. There were 65 locations throughout the state participating in SFSP in 2016.