

Work Group/Team: FFI County Team and Workgroup leaders

Date: 3/3/10

Time: 9:00- 10:00 am

Location: Winneshiek County Extension Office, Conference Call

Names of attendees: Mary Koopman, McKenzie and Haleisa Johnson, Joanne, Donna Story, Karla Organist, Ben, Sue Burrack, Laura Schmauss, Joy Meyer, Rick Edwards, Krista Vanden Brink, Brenda Ranum, Mary Emery, Rachel Wobeter, Flannery Cerbin, Ann Mansfield

Meeting Discussion

Introduction Activity Responses:

Old business & reports (Agenda):

- Welcome & Introductions
 - What did it take for you to participate in this call?
- Overview of Purpose of Leaders & Partners Teleconference ~
- County Meeting – Logistics – Please refer to FFI Partner Link for Meeting information: <http://www.iowafoodandfitness.org/site/partnerpage.html> (Bookmark this link for future reference)
 - Location of meeting - availability
 - Computer/laptop, screen, projector. **White board or newsprint**. Work with County Extension office.
 - Length of Meeting – 90 minutes–2 hours
 - Refreshments - \$400 for 8 meetings
 - Copies of Handouts – Arrange with local Extension office
 - Mailings – Arrange with Partners
 - County Mini-grants – Discussion for April County Team mtgs
 - Mileage – reimbursement for 1 car/county to RT mtgs.
 - Receipts/Invoices submitted by 5th of month
 - Winneshiek Extension office – Bonnie Sorum
 - 911 S. Mill St. Decorah, IA 52101 Ph. 563-382-2949
- March FFI County Team Meetings
 - March meetings:
 - March 11; Allamakee, Clayton, Howard, Chickasaw IFFL
 - Feb. 17; Winneshiek
 - Feb. 18; Fayette
 - FFI website – Link to meeting materials FFI County Team Meeting
 - March County Team Agenda for Leader & Participant - Final posted
 - Handout for March meeting – posted by Friday March 5, 2010
- Evaluation
 - Quarterly Cross-Site Evaluation – Review of survey monkey link
 - Evaluators – Mary & Nikki
 - County Team – Work Group Meeting Minutes – Brief Review

- On-line (survey monkey) documentation tool and meeting template;
 - Links on website - Meeting minutes/documentation – on-line tool and pdf document
- Other
 - Visit updated FFI website! <http://www.iowafoodandfitness.org>
 - Communications – E Newsletter
 - Remember FFI “sister” website for local food work: www.iowafreshfood.com
 - Next Monthly Teleconference for FFI Leaders & Partners:
 - Wednesday April 7 @ 9:00 – 10:30 a.m.

Summary of program and discussion:

Followed agenda;

Action items for next meeting:

Request from County Team Leaders:

-Send every county team leader the list of Farm to School invitees to the March County Meeting. (Rachel and Flannery)

-Everyone wants a hard copy of the evaluation survey questions. (Mary and Nikki, evaluators)

April County Team Meeting Dates:

April 15: Allamakee, Clayton, and Howard

April 21: Winneshiek

April 22: Fayette

Chickasaw: TBD

April Regional Team meeting May 5

