



## Sodium Reduction Policy Procurement Committee

**DATE: March 28, 2011**

**Minutes: Nancy Johnson**

**Present:** Nancy Johnson, CRC, Melisse Moore, Stormont Vail, Lisa Conway, St. Francis, Anna Stoelher, St. Francis, Tara Dimick, HHN, Misty Jimerson, KDHE, Lisa Martin, K-State Research Ext., Susan Carr, Harvesters Food Network

TOPIC	DISCUSSION	FOLLOW UP
<b>Presiding</b>	Nancy Johnson	
<b>Purpose</b>	<ol style="list-style-type: none"> <li>1. Conduct CHANGE Tool Assessment for sodium policies within governmental agencies in Shawnee County.</li> <li>2. Develop report of baseline sodium related policies currently in place in government agencies in Shawnee County.</li> <li>3. Craft recommendations for procurement standards consistent with Dietary Guidelines</li> <li>4. Identify government agencies to garner their support of sodium reduction procurement policies</li> <li>5. Set and conduct meetings with identified government departments</li> <li>6. Research and identify model procurement policies that have been implemented in similar governmental agencies across the country</li> <li>7. Develop a fact sheet containing latest research and data supporting implantation and outcomes of procurement policies</li> <li>8. Continue to meet with decision makers in government departments to ensure implementation of procurement policies</li> <li>9. Identify other municipalities and departments in county to begin working with to adopt procurement policies</li> <li>10. Continue to meet with Topeka and other municipality departments to ensure implantation of procurement policies</li> </ol>	
<b>Grant Overview</b>	<ul style="list-style-type: none"> <li>• Nancy explained the Sodium Reduction Grant is funded through CDC to KDHE to Shawnee County Health Agency and to Community Resources Council as the administrator for Heartland Healthy Neighborhoods is receiving funding for specific tasks of the grant</li> <li>• Tara Dimick was introduced as the Project Manager</li> </ul>	
<b>Handouts</b>	<ul style="list-style-type: none"> <li>• Notebooks were distributed.</li> <li>• Hand outs included sodium procurement policies from other states and cities</li> </ul>	
<b>CHANGE Tool</b>	<ul style="list-style-type: none"> <li>• The CHANGE Tool will be used to develop a base line for City and County sodium procurement. Nancy explained that she had briefly met with the city and they do not have a sodium procurement policy because their purchase of food is not large enough to go through the contract office.</li> <li>• Nancy, Bob Hedberg, Shawnee County Health Department Project Manager, and a representative from the committee will work with City Manager to address department heads with the CHANGE TOOL and its administrator.</li> </ul>	Nancy Committee Representative Bob Hedberg



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	<ul style="list-style-type: none"> <li>• Commissioner Shelly Buehler for meeting with County Department heads</li> <li>• Nancy will contact Rossville, Silver Lake and Auburn to meet with their city officials</li> </ul>	
<b>Assignments</b>	<ul style="list-style-type: none"> <li>• Research additional sodium procurement policy examples which would work within Shawnee County.</li> <li>• Begin collecting ideas on rewarding individuals and companies for making the healthy choice</li> <li>• 1 volunteer to work with Nancy and Bob on presenting CHANGE tool to City and County Department heads</li> </ul>	Next committee meeting
<b>Set Meetings</b>	<ul style="list-style-type: none"> <li>• Initially the meetings will be held every other week until the committee feels we can go to once a month</li> <li>• Meetings are scheduled for (all meetings on Wednesday, 11 a.m. – 1 p.m. at Community Resources Council, 501 SE Jefferson, Suite 30)               <ul style="list-style-type: none"> <li>○ April 13</li> <li>○ April 27</li> <li>○ May 12</li> <li>○ May 26</li> </ul> </li> </ul>	
<b>Follow-up</b>	<ul style="list-style-type: none"> <li>○ Call USD 437 and USD 501</li> <li>○ Call Washburn University</li> <li>○ Call Amber Groeling, HyVee</li> </ul>	Nancy
<b>Next meeting</b>	<ul style="list-style-type: none"> <li>• Wednesday, April 13, 11 – 1 p.m., Community Resources Council</li> </ul>	Nancy