

**FOOD BANK OF THE SOUTHERN TIER  
STRATEGY COMMITTEE MEETING  
May 4, 2022 2:00-4:00 PM**

**AGENDA**

<b>TOPIC</b>	<b>FACILITATOR</b>	<b>ACTION</b>	<b>TIME</b>
1. Welcome & Check-in	Erin Summerlee	Discuss	15
2. Organization Outcomes, Baselines & Goals	Randi Quackenbush/Jen Bertron	Presentation	45
3. June BOD Strategy Session Planning <ul style="list-style-type: none"><li>• What is the purpose of the strategy session?</li><li>• Session design &amp; discussion topics</li><li>• Strategy Committee member involvement</li></ul>	Natasha Thompson	Discuss & Decide	30
4. Levels of Change framework	Andy Fagan	Discussion	15
5. Next Steps <ul style="list-style-type: none"><li>• Confirm 2022 Meeting Schedule</li><li>• Natasha's sabbatical</li></ul>	Erin Summerlee	Decide	10
6. Wrap-up / Adjourn	Erin Summerlee	Discussion	5

**Next Meeting**

**TBD**

RSVP to Lynn Dates [Lynn.Dates@foodbankst.org](mailto:Lynn.Dates@foodbankst.org)

# Food Bank of the Southern Tier

## Strategy Committee Meeting

Thursday, March 10, 2022 3 – 4:30 pm

Member Name	In Attendance	Unable to Attend
Erin Summerlee (Chair)	X	
Andy Fagan	X	
Tess McKinley	X	
Jamila Michener	X	
Kathy Rasmussen	X	
Joe Thomas		X
<i>Ex-Officio</i>		
Natasha Thompson	X	
<i>Staff</i>		
Matt Griffin	X	
Randi Quackenbush	X	
Lynn Dates	X	

1. **Welcome & Introductions** – Erin Summerlee called the meeting to order at 3:04 pm and introductions were made by all attendees.
2. **Review Committee Description & Charter** – Erin reviewed the description and charter with the group, noting the following questions: How do we facilitate learnings? How do we help staff make strategic decisions? How do we communicate with the BOD? Natasha pointed out that this committee will continue as SIF projects play out and members can reevaluate their committee commitment yearly. With regards to continued fundraising, she explained that our Major Giving Officer will use examples of SIF projects because they generate interest and continued giving from donors, however, we do want to exhaust SIF funds.
3. **Strategic Investment Fund (SIF) Overview** – Matt Griffin reviewed the SIF Origin Story including the following: Underserved populations; Need fulfillments by census tract; Common barriers across groups; Organizational outcomes. Randi Quackenbush reviewed Current State versus Desired Future State including SIF projects and how they work into outcomes; SIF project timelines; Building the foundation; Execution and learning; Future planning and growth; SIF year one. Natasha reviewed SIF project budgets and funds raised. Randi provided examples of projects.

Andy Fagan observed that members of the group are still learning the “language” of FBST and asked for clarification of terms. Natasha noted that Jen Bertron will be providing data and evaluation results and will occasionally join this group. The group discussed outreach through non-traditional non-profits, engaging partners beyond our circle, examples of nontraditional partners, extending reach, and the RFP process and how agencies will address issues. The group further discussed the following: Relationships with government agencies; Sharing information through WIC and SNAP partners to destigmatize; Shaping future conditions and building future foundations; Strategize purposely with intentionality to increase the feedback loop and to avoid being stuck in cycles; Some SIF projects are exploratory and others will remain; Consider what kinds of implied promises are being made and continue asking if this is something we mean to do and can continue with; Building capacity of member agencies.

4. **Discussions** – The full group addressed the following questions: What does this committee need to make decisions? How should this committee interact with the SIF Kitchen Cabinet? What is the best way to keep the BOD informed?

Natasha explained that she sees recommendations coming from staff to this group, who then will make recommendations to the BOD; Natasha provides operational oversight. Kathy Rasmussen provided thoughts about strategic thinking, 1) Deep dive into each project, 2) How do these projects fit together and are there logical connections. Jamila Michener indicated that we should understand our charge: Linking projects together, sustainability, in-roads in terms of policy, linking strategically to larger systems, survey instruments, engaging electeds, understanding who our partners are, the more we learn the more strategically we can behave. Andy Fagan added that he will share Six Levels of Change with Natasha.

## 5. Next Steps

- Determine a regular meeting time for this group
- Jen Bertron will share data at next meeting
- May Agenda: Agency Survey Data – Baseline & Goals
- June BOD Strategy Session Prep – Talk about issues that SIF is trying to address
- Consider adding other subject matter experts to this group who can add value to the conversation
- Andy will share Six Levels of Change with Natasha

## 6. Wrap-up/Adjourn

**The meeting adjourned at 9:00 am**

Minutes respectfully submitted by,  
Lynn Dates, *Executive Assistant to*  
Natasha Thompson, *President & CEO*

## **Levels of Change**

CCE Chemung and CCE Tioga Associations recognize that there are many ways to achieve our mission “to provide experience and research based knowledge to help people improve the quality of life in their communities” but we have also learned that our constituents can be more effective in making positive changes if we focus our programs and activities across the six levels of change, which will enhance the possibilities and opportunities for the desired changes, while reducing existing barriers.

### **6. Informing Policy and Legislation**

*Provide research and experienced based information to elected officials (local, county, state, and federal) on issues important to our constituents so that they are better able to make policy and regulation decisions. Invite officials to programs as appropriate.*

### **5. Changing Organizational Practices**

*Work with and/or provide research and experienced based information (ie. best practices) to government, business, and organizational leaders that will help them create an environment within their organizations and/or communities that is conducive and/or supportive of the changes desired by the community members. Work within CCE to help our organization adopt best practices.*

### **4. Fostering Coalitions and Networks**

*Bring community partners together around important issues and/or participate in existing coalitions and networks to work together toward addressing the community needs and/or opportunities through a coordinated effort as well as to provide research and experienced based information that will help address those needs and/or opportunities.*

### **3. Educating Leaders or those in a position of influence**

*Organizing meetings, workshops and/or programs targeted toward community leaders/influential people who will help identify critical issues/needs, but who will also benefit from learning information and whose support and participation is important for the program effort to be successful. Invite them to programs as appropriate.*

### **2. Educating the Community**

*Organize meetings, workshops and/or programs targeted toward the general public to provide research and experienced based information that will help address current community needs and/or expand opportunities.*

### **1. Increase Individual Knowledge and Skills**

*Organize meetings, workshops and/or programs targeted toward specific audiences to provide research and experienced based information that will help them address current personal or business needs and/or expand opportunities.*

Based on “Spectrum of Prevention”

Adapted by Andrew Fagan and Lois Kang on 9/2/2011

Further adapted by Andrew Fagan on June 7, 2012