

F&F Inclusive Team Teleconference & Connect Meeting
Monday, May 5, 2008
4:00 – 5:07 pm

Present: Lana, Solveig, Teresa, Viktoria, Larry, Ann, Lori, Lora, Leah, and Brenda

Agenda

Sharing – What did it take for you to be here today?

Lana - Took my kids to day care, ran errands and quick got home.

Solveig - Have one tractor doing tillage and hopefully will get some more nice days and get some planting done.

Teresa - I'm just here. I had to wake up today.

Viktoria - I had to wake up this morning. I'm still working at my office to get my work done.

Larry - I'm taking a break from preparing for another meeting set for 6 pm.

Ann - I've been in meetings all day. I had to run home and make sandwiches so I can leave in a little while for a soccer game.

Lori Egan - I'm on the road going home from a meeting and I'll need to leave a little early to get to a track meet.

Lora Friest - I'm trying to work on the report due to Kellogg for Year 1, working on the revised budget for this project and working on several other grants.

Brenda - I've been in teleconference meetings all day so it's nice to be joining you now.

Discussion items to add to the agenda?

(Brenda) Deborah Walker couldn't be with us today, but she looked at the agenda and thought all the items for discussion looked good. She encouraged our group to "Keep on keep'in on!"

Funding update on Inclusive Team's request

*** Inclusiveness Team request to NE IA Regional Team for Year II FFI:**

1 Hours for 3 translators to attend meetings, translate ideas and concepts into other languages, present that information to the communities in appropriate ways and when needed gather information concerning food, fitness, culture and customs from their communities. (15 hours per month x 3 @ \$35/hr x 12 months) \$18,900

2 Culturally appropriate communication tools for minority populations in Postville and NE Iowa: Radio station programming (\$5,000); F&F major messages on radio and complementary print material (\$1,000) \$6,000

3 Funding to five targeted low resource communities for outreach activities and initiatives that will encourage their community participation in the planning phase of the Food and Fitness Initiative.

\$5,000

Total \$29,900

*** Radio spots -**

(Viktoria) I visited with Paul last week and he's working on it. (Lora) Viktoria are you working on this for your population. (Viktoria) I talked to people in my community and they weren't sure people would listen. But, maybe if we get the music and try it they will listen to it. I'm not sure this is as good an investment for my community as the Hispanic community. My community is not as large. (Lora) If you want to move forward and find out if music is available you could. (Solveig) Is there a better way to communicate? Viktoria (I don't think so.) Solveig (Is there any way to include public service announcements on the local cable network? It's not that expensive. (Lana) Is the communication group suppose to be developing something or is Paul putting something together. (Viktoria) We're suppose to meet this week and work on the flyer for the radio announcement so we're on the page. (Leah) As far as the cable goes that won't work for the Jewish community because we don't have TVs. Radio will work. We're thinking about making posters to hang up in the synagogue and school. (Viktoria) Yeah, we were thinking about that too. (Teresa) Is there any way to determine the effectiveness of radio. (Leah) We could make our posters with tear-off phone numbers to see if they use it. Other than polling everyone, I don't know how you'd know. If we have a poster in my husband's store or restaurant, we'd know they looked at it. (Lana) How about if we have a poster with pamphlets so we could track the # taken. Solveig) We talked about having a number for them to call in to win a prize. (Leah) That would need to be live...which is fine but we'd need to coordinate it. (Lana) Communication group is aware of the need for translation and working together so they'll get you information. (Leah) Will we be translating? (Teresa) Yes, we'll get you the pamphlet and you'll translate. (Leah and Viktoria) Good, we like that so we can all be on the same page. (Leah) So, when can I expect to have the flyer or poster to translate? (Lana) I know Judy's gone May 6 - 21. (Teresa) It will be the same deadline for Summer events - sometime in June the messages will be developed - and then we'll get them to you for translation. (Lora) You can move ahead on the radio shows. (Leah) Will there be a script? (Lora) Paul said he was going to work on short messages and tell people to come to meetings or contact him. (Teresa) The press releases for the May County Planning meetings came out today so you could read it as something happening. (Lora) It might be nice to have some background blurbs going back to the earlier meeting months. (Ann) I set in on the Communication WG last week. What about some of the messages from Frame Works that is on-line, the Vision Statement, the Elevator statement. These are coming from the Communication Team and they'll be ready by mid-June from the Communication WG. (Lana) How much time do you need to translate? (Leah) It depends how long it is...a few days to a couple of weeks. (Teresa) I have some short articles about what we've been doing from Aug/Sept/Oct. Would those be helpful. They're short articles. Would that be helpful? (Viktoria and Leah) Yes. (Leah) I could put that into one brochure with short paragraphs on different topics. (Teresa) Okay. Then what are we expecting for these efforts...read it and listen, come together and act on the information? (Leah) I think both. I'm going to put my number on the information and if I get a few people together, I'll call a meeting. (Viktoria) This is kind of like outreach to let the community know. (Solveig) If people felt comfortable in coming to the county planning team meetings that would be very cool. We could do carpools or something. (Teresa) We could repeat the webcasts in Postville. We can track how many have been viewed. If we could get community members together we could collect their thoughts on a topic. (Solveig) Do people have internet

access? (Leah) Not in the Jewish community. (Teresa) If you're interested in hosting a meeting in the restaurant, I could bring the equipment and we could treat like a focus group for the community. (Leah) I'd be interested in that. Teresa could present it and Leah could translate it. They can watch it in English so if there is anything they don't understand I could translate. I could also watch the video ahead of time. (Teresa) They're all scripted. (Leah) So do we wait until June for the radio? (Solveig) It seems we should wait so we are all saying what we want to say and everyone is saying the same thing. We'll have the elevator and key messages ready. (Lana) How many will you want? (Leah) Maybe have 3-5 things to say during the breaks. (Viktoria) Is it okay to have a few English speaking people from my community join your group, if they are women only? (Leah) Yes, and I'll get English speaking women too that can share the information with others. (Brenda) Could other women from the Postville Diversity Council also attend if invited? (Viktoria) Yes, I'll invite them. (Leah) I think that's great because people know and trust Merle Turner. (Teresa) Leah, let's talk later about a potential date.

□ **Update on Job Descriptions for our Translators – what needs to be included and by when?**

Hours for 3 translators to attend meetings, translate ideas and concepts into other languages, present that information to the communities in appropriate ways and when needed gather information concerning food, fitness, culture and customs from their communities. (15 hours per month x 3 @ \$35/hr x 12 months)

(Teresa) Yes we want translation but do we want monthly reports or a time sheet or what? Where is the accountability? (Leah) I did both things. I did a monthly report but then I went to a time sheet. The time sheet is hard to keep because I never remember to write it down. I'd rather be held accountable for something to produce. You'll see results. What my community is saying and what I'm bringing to my community. (Lora) The Regional Team (RT) were encouraging not only your attendance but community members to come and give a report to the RT at their meeting. This would be very welcome. It's very helpful to have timesheets to log for the WKKF and the written report is very helpful. I think the RT was hoping to hear from you. Leah, do you have a summer coming up. (Leah) Yes, my schedule is changing so I may be able to attend RT meetings. (Lana) Can we add that a written and spoken report will be given at RT meetings? (Leah) Do other teams have a focus and report at the RT meeting? (Lana) Yes each work group gives a 5 minutes report on what they are doing. (Lora) They could report with the Inclusive Team. (Leah) I've been looking for more direction for a long time to find out what should I be doing or bringing back each month. (Lora) I know this is disconcerting because no one is giving you direction. Would there be a forum at the RT to give the Interpreters more direction? (Solveig) We discuss items each month that can be brought back. (Ann) The RT is seeking engagement. We're trying to find the direction together so the more we can have the Interpreters at the RT meeting involved in discussion and dialogue, then we'll be better able to form the direction together. Everyone is hesitate to direct or guide because we're trying to listen and enage people toward better understanding. (Leah) I agree. I think this will be better when I start attending the meeting. I'm sure my hearing things second-hand is causing me to miss things. It will be good to attend. (Ann) Yes, we want you there. (Teresa) If we hear

what Leah, Viktoria and Paul have to say at the RT meeting, could that suffice as the monthly report. (Solveig) I'm hearing it is important to having you at meetings as translators but also bring others. (Lana) We'll request in the Job Description that they submit a written and oral report at the RT meetings. (Lana) I'll put this together and send it out by cc everyone. Here it is:

Translator's Job Description:

The 3 translators will attend meetings, translate ideas and concepts into other languages, present that information to the communities in appropriate ways and when needed gather information concerning food, fitness, culture and customs from their communities. (15 hours per month x 3 @ \$35/hr x 12 months) A written and oral report will be presented at the monthly Regional Team meetings along with the Inclusive Team's report to share what they have accomplished in the prior month.

Issues to be Tabled until our next meeting:

- Funds for Target Communities – next steps
- Update on Inclusive Team activities
 - * Students in Postville FCCLA chapter will be helping us with the sidewalk mapping. Not sure if any of them will be targeted groups.
 - * Larry and Teresa – are you working on a list of Horizons projects (and a paragraph description) that also qualify as FFI. (Larry is going to e-mail us so we can include it in the minutes.)
 - * Vanette and Teresa - are you working on a brief summary of the BASICS grant? Teresa can share the pre- and post- surveys in the schools on nutrition and if there may be other data we should be collecting.
 - * Teresa would like to share that TASC in Waukon also produces local shitake mushrooms and have attended several of our producer meetings. Sheila Schulte is the contact.
 - * Others
- Update on Inclusive Team's integrating with the other Regional Leadership Team work groups:
 - o Built Environment (Teresa) (Larry will join the BE WG so Teresa will add him to the list serve.)
 - o Community Health Assessment (Lori and Ann)
 - o Communication & Events Work Group: (Lana, Teresa, Ann, & Brenda)
 - o Human & Financial Resource Work Group (Lana, Brenda, Ann & Lora)
 - o NIFF Coalition Work Group (Teresa and Brenda)
 - o School Work Group (Ann)
 - o Vision Deployment Matrix Work Group (Teresa, Brenda & Ann)
- Other Items To Add to our Next meeting:

(Teresa) - Postville School is doing a Basics Nutrition grant due to the high level of youth in poverty. They're interested in starting a Fitness Club. I'm wondering if the Inclusive Team could help provide small prizes.

Next meeting: May 28th, 2 pm – 3 pm, immediately following the RT meeting for 1 hour

Appreciations:

Lana - I'd like to do appreciations.

Brenda - I'd like to thank Lana for leading this meeting. You did a wonderful job and it allowed me to take minutes today.

Leah - Thank you Teresa for offering to host a meeting in Postville. I think this will be very helpful.

Teresa - Thank you for getting people to this meeting. I think you have the tougher job.

Viktorina - Teresa, I want to thank you too for this offer.

Larry - Lora, I'd like to thank you for the work you're doing for Elma and Riceville.