

T. S. E. I.

AGENDA COVER MEMO

AGENDA DATE:

TO: Board of County Commissioners

DEPARTMENT: Department of Youth Services

PRESENTED BY: Lisa Smith, Director
Matthew Sterner, Program Supervisor, Martin
Luther King Jr. Education Center

AGENDA TITLE: IN THE MATTER OF ratifying the application to the Oregon Department of Education 2009 School Food Service Equipment Assistance Grant and appropriating \$17,500 in revenue and expenditures to Special Revenue Fund 260 for the Lane County Department of Youth Services and delegating authority to the County Administrator to execute the grant modification.

I. MOTION

To ratify the application to the Oregon Department of Education 2009 School Food Service Equipment Assistance Grant to purchase a blast chiller/shock freezer for the Food & Nutrition Services Unit of the Lane County Department of Youth Services and appropriate \$17,500 in revenue and expenditures to Special Revenue Fund 260 for the Lane County Department of Youth Services and delegate authority to the County Administrator to execute the grant modification.

II. ISSUE OR PROBLEM

Should Lane County accept a grant modification through the Oregon Department of Education 2009 School Food Service Equipment Assistance Grant for 17,500 as part of the American Recovery and Reinvestment Act of 2009 in order to purchase a blast chiller/shock freezer for the Food & Nutrition Service Unit of the Lane County Department of Youth Services?

III. DISCUSSION

A. Background/Analysis

The Food & Nutrition Services Unit has provided over 55,000 meals to youth in detention, the Phoenix Program and the Martin Luther King Jr. Education Program in 2009. The unit also provides job training opportunities through the Martin Luther King Jr. Culinary Arts Program and coordinates with the Horticulture Program to maximize the use of fresh fruits and vegetables into the youth's meals. The Food & Nutrition Services Unit is also responsible for providing "special diets" for youth with special food needs such as vegan, vegetarian, diabetic, nut allergy, pregnant

and malnourished. At present, the Food & Nutrition Services Unit has to prepare these meals on a demand basis. Given the low number of staff members (4 FTE) who have the specialized knowledge of what is required nutritionally in the spectrum of special diets, this presents issues in ensuring that youth are being served the most nutritionally appropriate meals possible. Quality preservation of garden produce is currently compromised because of the lack of preservation equipment. Food & Nutrition Services does not have a blast chiller/shock freezer in the detention kitchen which would allow the rapid cooling/freezing of food items so that quality and texture are maintained after which the food can be held in a more traditional freezer unit until needed. A blast chiller/shock freezer is considered an essential piece of the modern production/institutional kitchen.

In May, 2009, the Lane County Department of Youth Services responded to a solicitation for sub-grant equipment requests to the Oregon Department of Education 2009 School Food Services Equipment Assistance Grant as part of the American Recovery and Reinvestment Act of 2009 for any kitchen related equipment that would increase consumption of USDA sponsored meals, increase overall efficiency, increase energy efficiency and serve a large number of youth who qualify for free and/or reduced school lunches. A blast chiller/shock freezer was requested in order to increase food consumption and almost all of the youth served by the Food & Nutrition Services Unit qualify for the free and/or reduced lunch program. On July 20, 2009, Youth Services received notification of approval of the funding for the purpose of purchasing a blast chiller/shock freezer in the amount of \$17,500.

1. There is no match required for this one time equipment purchase. All funds are to be obligated by September 30, 2009 and equipment grant invoices are reimbursable until September 30, 2010.
2. The grant will not require general fund expenditures for materials and services or capital.
3. Grant funds will be fully expended before county funds need to be spent.
4. Youth Services administration will cover any of the administrative work required by the grant if the grant funds do not cover it.
5. All program partners are aware of the sunseting policy.
6. The accounting, auditing, and evaluation obligations are the same as those imposed by other grants that Youth Services has been awarded in the past and will not represent a great hardship for Youth Services.
7. Youth Services will provide the accounting requirements for the grant and will communicate with the Lane County Finance in order to remain compliant with the specific reporting requirements of the American Recovery and Reinvestment Act of

2009. , Other accounting, personnel and auditing costs required by the county will be covered through indirect costs allocations.

8. This is a one time equipment purchase and no indirect costs are applicable..
9. There are no unusual or unique conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations.
10. This grant modification will not involve technology compatibility issues.
11. This modification will not require new or enhanced computer applications/systems.
12. This is not a modification for grant funded computer/software applications project.

B. Alternatives/Options

1. To approve the order ratifying the application to the Oregon Department of Education 2009 School Food Service Equipment Assistance Grant and appropriating \$17,500 in revenue and expenditures to Special Revenue Fund 260 for the Lane County Department of Youth Services and delegating authority to the County Administrator to execute the grant modification.
2. Not to approve the order and not purchase the blast chiller/shock freezer for use by the Food & Nutrition Services Unit of the Lane County Department of Youth Services.

C. Recommendation

To approve #1 above.

D. Timing

Upon approval, purchasing staff will solicit bids for equipment and begin the purchasing process in order to comply with the American Recovery and Reinvestment Act of 2009 and have the equipment purchased prior to September 20, 2009.

IV. IMPLEMENTATION

Implementation would begin immediately upon approval of the modification.

V. ATTACHMENTS

Board Order

Oregon Department of Education Sub Grant Award Notification

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION AND ORDER: IN THE MATTER OF ratifying the application to the Oregon Department of Education 2009 School Food Service Equipment Assistance Grant and appropriating \$17,500 in revenue and expenditures to Special Revenue Fund 260 for the Lane County Department of Youth Services and delegating authority to the County Administrator to execute the grant modification.

WHEREAS, Lane County Department of Youth Services through the Food & Nutrition Services Unit provides approximately 55,000 a meals in a year to youth in detention, the Phoenix Program and the Martin Luther King Jr. Education Center and is an approved U.S.D.A. school lunch program, and

WHEREAS, the Oregon Department of Education has received funding through the American Recovery and Reinvestment Act of 2009 in order to allow local educational institutions to purchase equipment that will encourage youth consumption of nutritious meals , and

WHEREAS, the Oregon Department of Education has authorized and appropriated an additional \$17,500 for the Lane County Department of Youth Services in order to purchase a blast chiller/shock freezer in order to increase food quality and preservation;

RESOLVED and ORDERED, that the Board of County Commissioners authorizes Youth Services to accept a sub grant award from the Oregon Department of Education through the American Recovery and Reinvestment Act for the purchase of a blast chiller/shock freezer and it is

FURTHER ORDERED, that the county administrator be delegated authority to execute all grant modification documents; and it is

FURTHER ORDERED, \$17,500 in revenue and expenditures is appropriated to Special Revenue Fund 260 for the Lane County Department of Youth Services.

DATED this _____ day of _____, 2009.

Peter Sorenson, Chair
Board of County Commissioners

APPROVED AS TO FORM
Date: 8/6/09
[Signature]
OFFICE OF CLERK / COUNTY

SUSAN CASTILLO
State Superintendent of Public Instruction



OREGON DEPARTMENT OF EDUCATION
Public Service Building, 255 Capitol Street NE, Salem, Oregon 97310
Phone (503) 947-5600 • Fax (503) 378-5156 • www.ode.state.or.us

July 20, 2009

Lisa Smith, School Food Service
Lane County Department of Youth Services
2727 Martin Luther King Jr. Blvd
Eugene, OR, 97401

RE: Grant Title: ARRA - CNP - NSLP Equipment
Award Title: NSLP Equipment
Sub Grant No.: 15986

Dear Ms. Smith:

Enclosed is your Sub Grant Award Notification for your NSLP Equipment subgrant. The amount of this award is \$17,500.00.

ODE manages all of its subgrants using a centralized database known as the Electronic Grant Management System (EGMS). All subgrant recipients must first establish EGMS access in order to request their funds. For instructions on how to obtain EGMS access, visit the ODE website at: www.ode.state.or.us/opportunities/grants/egms/egms-subgranteeinstruc.doc. If you need assistance with the registration process, please contact Su Fennern at (503) 947-5849.

We look forward to working with you as you utilize these funds to further promote the success of Oregon students. Please feel free to contact Heidi Dupuis, Education Specialist, at (503) 947-5893 or by email at heidi.dupuis@state.or.us should you need further assistance.

Sincerely,

Brian Reeder
Assistant Superintendent
Office of the Superintendent

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Enclosure

cc: Pat Walker, Fiscal Manager

Oregon Department of Education
Finance and Administration
255 Capitol Street NE
Salem, Oregon 97310-1206



County: Lane
Fiscal Agent: Lane County Dept of Youth
Vendor No: 1936002303-070
Sub Grant No: 15986

Sub Grant Award Notification Original

Agency Head
Lane County Dept of Youth
2727 Centennial Blvd
Eugene, OR 97401-8005

Award Title: **NSLP Equipment - Competitive**

Beginning Date **July 1, 2009**

Ending Date: **September 30, 2010***

Eligible for No Cost Extension? Yes No **X**

Is Approval Needed? Yes No **X**

Date	CFDA	Source	Original	Supplement	Reduction	Liquidation	Totals By Date
07/10/2009	10.579	FF	\$17,500.00	\$0.00	\$0.00	\$0.00	\$17,500.00
Totals:			\$17,500.00	\$0.00	\$0.00	\$0.00	\$17,500.00

Program Comments:

ARRA Funding for NSLP Equipment, Grant-In-Aid for equipment improvement

Blast Chiller/Shock Freezer \$17,500.00

All funds are to be obligated by September 30, 2009. Equipment Grant invoices reimbursable until September 30, 2010.

Grant Manager: Heidi Dupuis Phone: (503) 947-5893 Email: heidi.dupuis@state.or.us

Brian Reeder, Assistant Superintendent

7/20/2009

Name and Title of ODE Official

Signature

Date

All Claims for expenditure from July 1, 2009 through September 30, 2010, must be submitted no later than November 14, 2010. No expenditures may be charged to this sub grant prior to or subsequent to this period. Sub grant recipients not adhering to this policy may be subject to the loss of some or all of the sub grant funds.

