

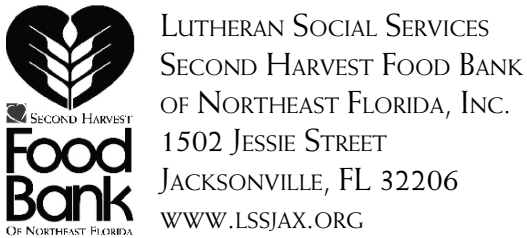
For all account information, changes, membership, suggestions and/or complaints, please contact:

Sandy Manasco, Agency Development Manager  
LSS Second Harvest Food Bank of Northeast Florida  
904.353.3663, ext. 238 office / 904.358.4281 fax / sandym@lssjax.org



Lutheran Social Services Second Harvest Food Bank of Northeast Florida is an affiliate of America's Second Harvest, the nation's largest hunger-relief organization.

Through a network of over 200 food banks and food-rescue programs, America's Second Harvest provides emergency food assistance to more than 23 million hungry Americans each year, 8 million of whom are children.



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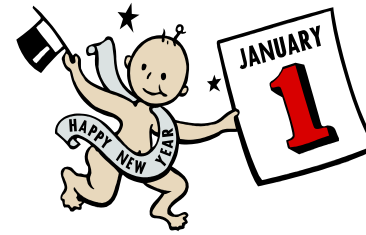
SOLUTIONS FROM THE HEART.



LSS SECOND HARVEST FOOD BANK OF NORTHEAST FLORIDA

# HAPPENINGS

VOLUME 8, ISSUE 1 JAN 2008



## Happy New Year!

### First Annual Member Agency Conference



**Sandy Manasco (right), Food Bank agency development manager, visits with Michelle Barth, regional director for Senator Bill Nelson's office. Michelle spoke on behalf of grant opportunities in the community.**

Hosted by the Second Harvest Food Bank, the First Annual Member Agency Conference was held on Friday, Dec. 7, 2007, at the FCCJ Deerwood Center. The conference proved to be a successful event, and the Food Bank would like to thank all agencies who attended. We are looking forward to expanding and improving the event for next year.

The event included valuable information on grant opportunities, member agency policies and procedures,

community healthcare resources, the USDA TEFAP Program, and food safety.

A special thank you goes out to our wonderful guest speakers: Stephanie Dragatsis and Mitzi Baum, America's Second Harvest; Michelle Barth, Senator Bill Nelson's office; Dr. James Burt, Volunteers In Medicine; and Kenny Altman, United States Department of Agriculture. We would also like to thank the following restaurants located at Regency Square for their generous donations of door prizes: Longhorn Steakhouse, Carrabba's Italian Grill, Olive Garden, Applebee's, Red Lobster, and TGI Fridays. Last but not least, Florida Community College at Jacksonville – Deerwood Center provided the facility for our conference, so a big thank you to FCCJ.

## LSS now offers International Adoption Services

Children all over the world are in need of loving homes. Lutheran Social Services of Northeast Florida is proud to help facilitate the next addition to your family. The first in a series of presentations by LSS on how the agency can help facilitate a new member to your family will be held at Shepherd of the Woods Lutheran Church, 7860 Southside Blvd., Jacksonville, FL 32256, on Tuesday, Feb. 5, 2008, at 6 p.m. Additional presentations will be held at Cross+Road Lutheran Church, 5091 Lakeshore West, Orange Park, FL 32003, 6 p.m., Thursday, March, 6, and at Trinity Lutheran Church, 1415 S. McDuff Avenue, Jacksonville, FL 32205, 6 p.m., Thursday, May 8. Presentations are free and open to the public.



Susan Myers, director, Lutheran Adoption Network (LAN), Baltimore, Md., will describe the international adoption process. A local family will share their story about adopting three international children, with a fourth adoption underway. Kelsea Eckert, LSS international adoption coordinator, will be on hand to help answer questions and provide further information.

LSS is a member of the Lutheran Adoption Network (LAN). LAN is a national collaboration of 30 Lutheran social ministry organizations that are active in international adoptions and who are members of Lutheran Services in America (LSA). As a whole, LAN member agencies place thousands of children in caring adoptive homes every year. However, we are not all Lutherans, and we do not restrict our services to Lutherans. LSS and LAN provide adoption services to all qualified parents regardless of faith. As a direct service agency, LSS is the only agency in 11 counties licensed to handle international adoptions and the only member agency of LAN operating in the state of Florida.

Due to its affiliation with LAN, LSS is able to help prospective parents adopt children from such countries as:

China • Colombia • Guatemala • Hong Kong • Mongolia • Philippines • Russia • Ukraine • Vietnam

For more information on international adoptions, please contact:

Kelsea Eckert  
LSS International Adoption Coordinator  
Toll-free: 1.888.LSS.ADOPT (1.888.577.2367)  
wkeckert@lssjax.org



## FOOD BANK CLOSED

The Food Bank will be closed on Monday, Jan. 21, 2008, in observance of Martin Luther King Day. The Food Bank will reopen for business on Tuesday, Jan. 22, 2008, at 7:15 am.

## USDA TEFAP NEWS

REMINDER: USDA TEFAP Quarterly Reports are due by Jan. 15, 2008.

The following is a list of items that were found not in compliance with the USDA TEFAP Program requirements during recent inspections by USDA Field Representative, Kenny Altman. Please check with your staff and/or volunteers to ensure that your agency is following all requirements.

- Current Certification of Eligibility Form is not being used – Please ensure your agency has the current form. The form is updated annually and mailed to all participating agencies. If you do not have a current copy, please contact Sandy at 904.353.3663, ext.238.
- Additional information is being requested – According to the USDA TEFAP Program, you may not request additional information to assist a client with USDA commodities. The only requirement of an individual is to complete the Certification of Eligibility Form and sign the distribution log.
- Temperatures are not being recorded and thermometers are not in place – Thermometers are required to be in all cooler, freezer and dry storage areas. Temperatures must be logged daily.
- Flyers inappropriately distributed – You can not place religious flyers in bags/boxes of food. You may place them on tables and allow the client to decide if they would like to take one.
- Non-Discrimination Statement not included – All printed schedules or flyers announcing food distribution must contain the non-discrimination statement and procedures for filing a complaint. (See statement in italics below)
- Days & hours of distribution are not posted – It is a requirement of the Food Bank and the USDA TEFAP Program to post the days and hours your agency will distribute food. This is a measure to inform clients when they may receive assistance and about their rights and responsibilities.
- Invoices are not maintained as required – All Food Bank and USDA invoices and records must be maintained on-site for three years and available for inspection.

Any agency that does not adhere to all requirements may jeopardize its opportunity of participation in the program.

*The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202.720.2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call 202.720.5964 (voice and TDD). USDA is an equal opportunity provider and employer.*

## Agency Certification Training:

Agency Certification Training may be scheduled at your convenience when planning to shop at the Food Bank. If you would like to schedule a training session, please contact Agency Compliance Officer Cindy Scabarozi at 904.353.3663, ext. 321. Please add an extra 30 minutes to your trip for training.

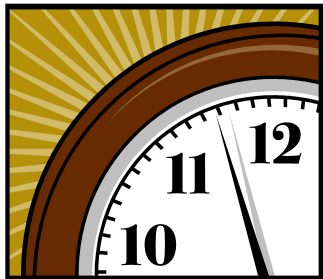


Please remember if you would like to add a new shopper to your authorized shoppers list, the director or pastor must send in a signed letter on the agency's letterhead stating to add the new shopper to the list.

- ♥ New Mt. Zion Church - The Rev. Gene Dillion, pastor
- ♥ Community Connections - Patricia Hannan, Executive Director/CEO
- ♥ Missionary Tabernacle Baptist Church - The Rev. J.C. Green, pastor

If your agency is listed as one of the recipients, please contact Sandy at 904.353.3663, ext. 238 for further information.

## POSTING HOURS & DAYS OF PANTRY/SOUP KITCHEN OPERATION:



All member agencies that operate as a food pantry or soup kitchen should post the days and hours of distribution or meal service. Because agencies are not always open when clients call or arrive for assistance, posting this information will inform clients when they may come back for assistance.

This will be checked during your monitoring. If found out of compliance, your agency account may be placed on hold until you have posted hours and days of operation as required.

## Agency Capacity Building Grant

The Food Bank received a grant for "Agency Capacity Building" from Kraft – Maxwell House. The Food Bank saw this as an opportunity to increase the freezer storage space for our member agencies.

We are very pleased to announce the member agency recipients for the agency capacity building grant. After reviewing all applications submitted, the following agencies will receive a freezer to increase distribution of perishable items on the terms stated on the grant application.

- ♥ True Vine Ministry - The Rev. Ross Chandler, pastor
- ♥ Faith Baptist Church - The Rev. Ed Steves, pastor
- ♥ Police Athletic League - Lt. Bobby Deal, Executive Director
- ♥ St. Andrew's Episcopal Church – Diane Reeves, vicar
- ♥ Big Brothers & Big Sisters of NE FL - Warren Grymes, CEO
- ♥ New St. Paul Missionary Baptist Church – The Rev. Larry Riley, pastor

## FOOD SAFETY TIPS



Please remember your coolers must close and cooler bags must zip closed after filling with product. This is to ensure the safety of the product and proper temperatures of transporting product to your facility.

Be sure to use the FIFO (first in, first out) system of rotation of product. Move all product forward and place new product in rear.

For additional information on safely preparing meals, visit [http://www.fsis.usda.gov/Fact\\_Sheets/](http://www.fsis.usda.gov/Fact_Sheets/).

attend, so please R.S.V.P. to 904.739.7074. The show will take place at the LSS offices, located at 4615 Philips Highway, Jacksonville, FL 32207. If you can't make the cooking show, please remember that you can do all your shopping online under the Second Harvest Food Bank host name, and the Food Bank will still receive credit for your purchases!

## www.lssjax.org

Don't forget to check out our Web site for information on upcoming events as well as descriptions of all of the programs and services offered by Lutheran Social Services of Northeast Florida.

## Welcome New Member Agencies!!

- ♥ The Regents
- ♥ The Journey Church
- ♥ Lifeline Ministries of Amelia, Inc.
- ♥ Greenville United Methodist Church



## The Pampered Chef cooking show: Open to the public!

From now until Feb. 25, purchase great kitchen products and gifts at The Pampered Chef's Web site, and 15 percent of all purchases will benefit the LSS Second Harvest Food Bank! Simply visit <http://www.pamperedchef.biz/shefsharon>, click on "Order Products" on the bottom left of the screen, and then type in "LSS Second Harvest Food Bank" when prompted for a host name. Once you've selected LSS Second Harvest Food Bank, you're ready to shop!



Lutheran Social Services will also host a Pampered Chef Cooking Show on Thursday, Feb. 21, 2008, from 11:30 a.m. - 1 p.m. Everyone is welcome to

# Lutheran Social Services



Lutheran Social Services of Northeast Florida was formed over 25 years ago to fill the unmet needs of disadvantaged families across Northeast Florida. Serving the hungry was its first commitment and is still a major priority of the agency. The LSS Second Harvest Food Bank distributes food from America's Second Harvest - The Nation's Food Bank Network to more than 500 church food pantries and social service agencies who are serving the hungry in 18 counties.

To learn more about the Lutheran Social Services and its programs, please visit [www.lssjax.org](http://www.lssjax.org).

## "Souper Bowl of Caring" - Use Super Bowl weekend as a way to help the LSS Second Harvest Food Bank and those in need!

Devote Saturday, Feb. 2, to serving and Sunday, Feb. 3, to giving. Committing the whole Super Bowl weekend to the Souper Bowl of Caring vision enhances the experience for volunteers and increases the impact in communities across the nation, and you can do all this and still watch the big game. In 2007, Souper Bowl of Caring raised over \$8 million on a national scale.

The mission of Souper Bowl of Caring is to utilize Super Bowl weekend to mobilize youth to fight hunger and poverty in their local communities. Participation in the Souper Bowl of Caring is easy. Simply grab a soup pot and collect donations, report your collection amount to [souperbowl.org](http://souperbowl.org), and send 100 percent of your donations to the LSS Second Harvest Food Bank. It's that easy! In addition to collecting dollars and cans, you can spend the Saturday before the big game getting hands-on experience volunteering.

The Souper Bowl of Caring provides many opportunities for:

- Youth to connect the contents of their soup pots to the individuals directly benefiting from the dollar and can donations
- Youth to be exposed to poverty, hunger, homelessness, and injustice in their own community
- Creating perspectives and habits that prompt future volunteerism on a regular basis
- Partnerships with other Souper Bowl of Caring participants in the community
- Attention from local media for your organization's efforts

Adding a day of service prior to the big game can be as easy as volunteering at the Food Bank, or as exciting as a Service Blitz that involves your entire community and helping those in need.

Several online tools as well as more information on how you can get started and make a difference are all available at [www.souperbowl.org](http://www.souperbowl.org).

FOOD BANK HAPPENINGS/[www.lssjax.org/904.353.3663](http://www.lssjax.org/904.353.3663)

## Mark your calendars: Canstruction® takes the stage for the seventh year in a row



The 7th Annual Jacksonville Canstruction® will once again pit local design, engineering, and architecture companies in a friendly competition as they work in teams to create large, one-of-a-kind structures made out of nonperishable food items, mainly canned goods. A foundation of the Society for Design Administration (SDA),

Canstruction® is a design/build competition currently held in cities throughout North America. The structures will be erected and on display for the public's viewing on Feb. 29 and will remain up through March 13 at the Main Jacksonville Public Library. At the conclusion of the event, all of the food items will be donated to the Lutheran Social Services Second Harvest Food Bank.

Last year, over 9,200 pounds of food was provided from the event, which equates to over 6,100 meals for the Food Bank to provide to member agencies and hungry families. In past six years, Canstruction® in Jacksonville has donated over 71,000 pounds of food to those in need in our area.

From displaying creative works of art to providing food for a hungry family, Canstruction is® truly a competition in which we all "can" win!



*The Haskell Comany's amazing "Thomas the Train" structure was a Canstruction® crowd favorite in 2006.*



## Member Agency Records

As we move forward into the new year, please remember to maintain all Food Bank and USDA records for three years plus the current year. All records must be stored on-site and available for inspection. This is a requirement of the USDA, America's Second Harvest, and the Department of Internal Revenue Service.

## VOLUNTEER OPPORTUNITIES

Lutheran Social Services Second Harvest Food Bank of Northeast Florida has many volunteer opportunities for both individuals and groups such as sorting product and food, stocking shelves, and pulling orders for member agencies. For more information on how you can help, please contact the Rev. Larry Riley at 904.353.3663, ext. 223.

FOOD BANK HAPPENINGS/[www.lssjax.org/904.353.3663](http://www.lssjax.org/904.353.3663)