Institutional Food Purchasing Sub-Committee

DRAFT MINUTES

DATE: Monday, July 17, 2006

TIME: 2:00 – 3:30 p.m.

LOCATION: Dane County Consolidated Food Service
(1100 East Verona Avenue, Verona, WI, 53593)

Members present: Ruth Simpson, Gerry Campbell

Others present: Deb Persson, Greg Brockmeyer, Dawn Burgardt, Doug Wubben

Call to Order
Simpson called the meeting to order at 2:10 p.m.

Announcements
There were no announcements.

Public comment
There was no public comment.

Tour of the Consolidated Food Service facility with Greg Brockmeyer
Persson gave a tour of the Consolidated Food Service (CFS) kitchen facility in Verona, pointing out the store room, freezers, refrigeration rooms, day store room, and a variety of equipment (e.g. Hobart mixers up to 100 gallons in size, combo ovens, vertical chopping machine, large braising pan, convention oven, rotary oven, dishwashing system, and tray line for plating the Badger Prairie meals). The CFS facility is open from 5:30am-7:00pm and 17 people work there each day. CFS pans all of the food before it is delivered to individual sites, although the Courthouse Themis Café gets deliveries directly from Sysco and also does the cooking and preparation. Persson mentioned that there is not much food wasted because the excess is frozen and used in the next recipe cycle.

Wubben asked whether the facility currently has excess capacity that could be used for catering or contracted to an outside party. Persson responded that CFS has done catering a few times related to County business, and there is capacity to expand the number of meals prepared, with transportation/distribution being a limiting factor. Persson commented that fresh fruits and vegetables are incorporated into meals more frequently in the summer when products are available. On Wednesday (7/19), the senior centers have Locally Grown Day (e.g. whole wheat noodles, fresh mozzarella). The jail gets either an apple or orange each day, and the Badger Prairie facility gets fresh fruit 3-4 days per week. Wubben commented that this facility does more fresh preparation than other institutions. Persson explained that switching to fresh onions has actually saved money over the previously used dehydrated onions. Brockmeyer provided the quantities and prices for annual produce, cheese and fresh egg purchases. Wubben suggested that apples are an opportunity for sourcing locally (Persson stated that whole apples are delivered weekly to the jail), and offered to talk with several
regional apple growers that may be interested. Brockmeyer suggested that a grower would need to meet with the Purchasing Agent at CFS, to sample the product and discuss pricing.

Next meeting date, time, agenda
None scheduled.

Such other business as allowed by law
There was no other business.

Adjourn
The meeting was adjourned at 3:15 p.m.                              #### Minutes submitted by Dawn Burgardt.