



DEPARTMENT OF THE ARMY  
U. S. ARMY QUARTERMASTER SCHOOL  
JOINT CULINARY CENTER OF EXCELLENCE  
1630 BYRD AVENUE BUILDING 4200  
FORT LEE, VIRGINIA 23801-1601

REPLY TO  
ATTENTION OF

ATSM-CES-OC

16 November 2011

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the Army Food Program Advisory Board (AFPAB) Meeting,  
9 November 2011

1. Purpose: To summarize the discussion of issues at the 9 November 2011 meeting of the AFPAB.

2. Attendees:

LTC Rossie Johnson, JCCoE  
Mr. David Staples, JCCoE  
Mr. Frederick Jackson, JCCoE  
CW4 (P) Georgene Davis, JCCoE  
SGM Mark Warren, JCCoE  
CPT Elizabeth Ortiz, JCCoE  
Mr. Goldie Bailey, JCCoE  
Mr. Alphonzo Byrd, JCCoE  
Ms. Cara Vartuli-Dusablon, JCCoE  
CW5 Princido, Texidor, FORSCOM  
CW5 Jack Van Zanten, USAREUR  
CW4 (P) Raymond Patrick, USASOC  
CW4 (P) James Donaldson, USAREUR  
CW4 Danny Tindle, USAR  
CW4 Stan Jung, NGB  
CW4 Sean Lonneck, JCCoE  
SFC Warrell Spence, JCCoE  
SFC James Hall, JCCoE  
Ms. Brenda Parks, FORSCOM  
Mr. Ricky Frazier, JCCoE  
Mr. Raymond Hosey, JCCoE  
Ms. Renita Frazier, JCCoE  
Mr. Ronald Bellamy, JCCoE  
Mr. Jose Millan, JCCoE  
Mr. Stephen Primeau, JCCoE

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3. Summary of Discussion:

a. Mr. David Staples, Joint Culinary Center of Excellence (JCCoE), Army Center of Excellence, Subsistence (ACES), Operations Director opened the meeting by providing an overview of the agenda. Mr. Staples introduced the Director, JCCoE, LTC Rossie Johnson. LTC Johnson stated for the first time he knew everyone on the net as he has been on the job now long enough to meet everyone. He believes the meeting shows a lot of team work. He is grateful that everyone has taken out the time to participate and he looks forward to all of the issues that we are here to discuss and getting some good ideas out of this meeting to improve the Army Food Program. Mr. Staples asked that all members introduce themselves.

b. Mr. Staples reviewed Old Business from the previous AFPAB board meeting.

(1) Minutes from last meeting were approved as published.

(2) Discussion on action item number 4. Mr. Staples stated there was a message that went out to the field reference Operational Rations projections, e.g. Unitized Group Rations (UGR) Short Order and UGR Heat & Serve requirements for the upcoming year. CW5 Van Zanten asked if the Short Order menu option would be available for USAREUR? Mr. Byrd informed him they would be available just like any other UGR-A; however, they will not be available before 1 February 2012. This is the date Defense Logistics Agency Troop Support (DLA-TS) believes they will have enough in inventory. Mr. Staples stated regarding UGR-E, we are looking at projections at the beginning of the fiscal year; we are having a hard time with projections right now. CW5 Van Zanten stated requests are coming in from Kosovo now; however, we are being told they are not available because they are all projected to go to Afghanistan. Mr. Byrd stated, the primary reason for that is because we did not forecast our demand. We need the Food Advisor, Subsistence Supply Managers (SSM) to get together and give new forecast for the full family of operational rations, suspense is 20 December 2011.

c. Mr. Staples closed Old Business

d. Mr. Staples opened New Business.

(1) Impact of Manufacturer Pricing Agreement (MPA) on the food procurement process for OCONUS food programs. Ms. Vartuli-Dusablon stated she discussed this issue with DLA-TS. DLA-TS is taking a closer look at the MPA process and trying to make it more efficient. DLA-TS optimal time frame is 30 days from the time they receives a request to the time they approve the request from the manufacturer. Ms.

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Vartuli-Dusablon also stated as new contracts are awarded, the MPA process will be a prerequisite for all theatre operations. Mr. Staples stated we are not talking about the Army MPA funds; we are talking about the Manufacturer Pricing Agreement. The Manufacturer has to sign the MPA with DLA-TS in order to do business in OCONUS areas of responsibility. This is similar to the National Allowance Pricing Agreement (NAPA) program; however, it actually depicts all associated cost, from distribution through the delivery price. Mr. Staples stated during the Joint Service Policy Board meeting it was agreed that if a company does not have an MPA they will not be able to do business with the services in OCONUS areas. During the MPA process fair and reasonable are not required as this the MPA is a guaranteed price.

(2) DLA-TS directive to eliminate "sole" sourcing of food service items. Mr. Staples asked if everyone understood what is meant by "sole" sourcing? He stated Army food program does not participate in sole sourcing as we conduct competitive cuttings. When you are looking at introducing new products, or cataloging follow the guidelines outlined in AR 30-22 and DA PAM 30-22. Mr. Staples stated document your process used to introduce new items in your Food Service Management Board Minutes, this will prevent any potential allegations of using sole sourcing. CW5 Van Zanten asked how this will impact when dealing with National Industries for the Blind or National Industries for the Severely Handicap? Mr. Staples stated we are required by law to use National industries for the Blind or National Industries for the Severely Handicap. However, you need to watch that they do not expand into anything else, right now they are trying to expand into spices. CW5 Van Zanten stated the dining facilities want to order Mrs Dash; however, we were told they could not use because Unistel has a competing product. Mr. Jackson stated he is having a meeting next week with the representative to discuss Unistel products. If you have any quality issues with these products, send him an email immediately so he could bring to the attention of the representative. Mr. Staples stated bring any issues like this to the attention of Ms. Vartuli-Dusablon who will be able to get with Ability One to resolve this issue and subsequent issues as they arise. Ms. Vartuli-Dusablon stated to assist everyone with cutting procedures there are two items located on JCCoE website, the Doing Business with the Army Guide which breaks down how manufacturers should be approaching the Army also the Army Buyers Guide which contains general guideline of standards of what products you should or should not purchase. She stated as an example, we should not be buying a fritter with great than 35% breading on a product. Mr. Staples stated we are seeing products like that out there during DLA-TS audits. You want to make sure if DLA-TS is conducting an audit of your prime vendor you are in attendance.

(3) Operation Order (OPORD) 12-057: Optimization of dining facility operations.

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Mr. Staples stated IMCOM is looking at saving contract dollars and the cost of MCA projects for future construction. He stated DA G1, 3 and 4 are working in concert to achieve the budget cuts identified in the guidance from the Secretary of the Army. That guidance stated we would not exceed the spending levels of FY10. If the DFAC does not have a 65% or better utilization rate it will be closed. If a DFAC has no SIK diners it is going to be closed. If a DFAC is within close proximity of another DFAC consolidation will be looked at if they are operating at below 65%. He stated DA G1 reform will direct Commanders, if they have enlisted Soldiers living in the barracks in the rank of E-5 and below to issue those Soldiers a meal card. He also implored the Food Program Managers to work with their Installation Master Planners to ensure we are building in the right location and the right size. The majority of DFACs are being built too large, thus causing our utilization to be down. CW5 Texidor asked if the determination to close the DFACs was based on information that comes from Decision Support System (DSS)? He stated based on some of the charts IMCOM has provided a lot of that data is erroneous. CW5 Texidor asked whether we had the ability to just look at SIK diners utilization, it is his understanding utilization is all wrapped together based on the headcount? Mr. Staples stated you are correct. We have submitted a request for change to update the reports in DSS. He stated he sent an email to SEC-L to make this change as soon as possible. Once updated, DSS will be able to deliver reports both ways, current utilization policy and with SIK diners only. **(THIS ACTION IS COMPLETE IN DSS)** However, IMCOM will only look at SIK for utilization. Mr. Staples stated we know a lot of the design capacities are incorrect. He stated before we could lock the fields, the users were going in and changing the numbers to fit their needs. Mr. Bailey Division will go back and revalidate all DA 1391s to ensure we have the correct design capacities. Mr. Bailey stated he will be meeting with the Corp of Engineer to look at reducing the dining facility sizes in relation to their functional requirement. Mr. Bailey stated it is very important for Food Program Managers to attend design charette meetings. CW4 (P) Patrick stated the calculation used to compile the data it is inaccurate. He stated the policy can't take a cookie cutter approach, each mission is significantly different, therefore should be looked at independently. Mr. Staples stated, if you have a viable justification why a dining facility should stay open make sure you send it through the commander. The policy is hard and fast when it says you will close a dining facility, however, the Installation Commander will have the final say. CW4 (P) Davis stated that AMC has been approved to fill a CW5 slot next year, which should help with Food Service issues.

(4) Funding designated for the Installation food service program is not fenced. Mr. Staples stated this is a topic that is being discussed with IMCOM budget personnel and DA G4 MPEG Managers at the Pentagon. Food Service professionals agree the money should be fenced, not sure if the current process will ever be changed though.

(5) Changes to the Basic Daily Food Allowance calculation. CW4 (P) Donaldson stated, the current market basket items are not in line with the new DOD menu standards. Mr. Byrd stated we definitely have some work to do with DLA-TS in this area. Mr. Staples stated the DOD 1338.10 controls the market basket items and pulls in DOD 1338.10M. The 1338.10 and 1338.10M are currently under review at DoD for final review. Mr. Staples stated we have the ability to make changes in the 1338.10M. CW4 (P) Donaldson was concerned about the requirement to serve Omega 3 style fish weekly, which this is an item that is not in the market basket for determining the BDFA. So therefore if polluck or tuna steaks are used we will lose money. Mr. Staples stated we are conducting a study on the Omega 3 requirements, so hopefully it won't just include fish. Mr. Staples continued on to say if the folks in the field are struggling with the BDFA then someone needs to address that to us. As we look across the board some IET Installations are doing really well and some are not.

(6) Request information on Cash Collection Vouchers & Deposit Ticket procedures. Mr. Staples stated this problem is a result of GFEBS. The new requirement is that each dining facility must complete two separate DD 1131's when they process a cash turn in so the money hits the correct line of accounting. Mr. Primeau stated we have been working to resolve this issue with DFAS. The problem is the line of accounting, the correct allocation for reimbursement to MPA and OMA funding was not happening. Mr Primeau also stated, a message was sent to the field containing the procedures to process DD 1131's, if there are any questions on the procedures please contact him directly.

(7) Operational Rations for Disaster or Emergency Conditions. Mr. Staples stated, if there is a national disaster FEMA will reimburse for all cost. He stated if we are directed to provide to support there will be a fund site made available to charge against. He stated we will have to address this in the regulation so there isn't any confusion.

(8) Request information on the use of military procurement account for government subsistence credit card for culinary for civilian employees. Mr. Staples stated a growing trend to support food service seminars and competitions involving other than food service personnel. He stated there was a request to train SIK Soldiers living in the barracks food safety classes and prevention of cross contamination using government equipment. Mr. Staples stated this is not in the program to conduct this type of training. If it is not an Army Food Program or Culinary Art Program and we are not supporting seminars with government subsistence for training of non food service personnel.

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(9) Proper procedures for closing DFACS. Mr. Primeau stated an information paper was sent to the field on the correct procedures to follow when closing a dining facility account. He also requested that installations notify JCCoE when any dining facility is scheduled for closure. That information is monitored at the Army level. Mr. Staples stated dining facility closure requirements are contained within AR 30-22 also DA PAM 30-22.

(10) Installation and unit use of full family of operational rations. Mr. Byrd stated all ACOM Food Advisor's should have received an email brochure policy guide for Army Field Feeding, dated 1 February 2012. The brochure lays out the Pentagon Feeding Plan Policy when using rations in the field. He stated there is a due out requiring a forecast from each ACOM for projected OPRATS usage for the remainder of the FY. This requirement includes the entire family of OPRATS, e.g. MREs, Meals Cold Weather, First Strike Rations, UGR-A, UGR-H&S and UGR-E. There is a requirement in AR 30-22 to submit your OPRAT requirement in July of each year for the upcoming FY. However, due to the policy change we are requesting you submit your requirement by 20 December for the remainder of FY 12 and then again in July for FY 13. CW4 (P) Patrick stated he believes we need to engage the DOL Leadership regarding this policy. This is the policy that governs when units go to the field. If it is not a directive from the DOL, he is concerned that units will work around this requirement. Mr. Staples stated the regulation changed and the language has changed. The gate keeper will be the SSMO. CW5 Texidor requested any testing of OPRATs in the future that FORSCOM is involved in that test. Mr. Staples reassured CW5 Texidor that FORSCOM would be included in testing of OPRATs. He also stated that the Guard and Reserve would not be used to test rations they would not use. Mr. Frazier requested CW4 Tindle and CW4 Jung ensure they inform their leaders regarding this new policy change. CW4 Jung stated he was concerned about the cost to the National Guard because they are not funded for using OPRATs during training. He stated when we received support in the past they were paid for by Army MPA and that is no longer the case. However, now we are being required to use these OPRATs for training. Mr Staples stated the NGB would approve their exceptions to policy to approve the ration cycle before it goes to the SSMO.

(11) M-Neat Nutrition Assessment Tool. Ms. Frazier stated this is a Joint Services tool that looks at healthy eating environment of the military community. It does not look solely at the dining facility; it encompasses any establishment where food is served. This tool has the support of all stakeholders involved. The piloted location will be in FORSCOM footprint, where they have the health promotion council. She stated this is not necessarily a dietician tool, but a community tool. The focus will be on

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vending machines, fitness centers, schools, commissary, convenience stores and also any sit down establishment on the installation. The Army is looking at the dining facility portion, the local dietician can use this tool to assess the DFACs to see how well they are doing with the DOD Menu Standard. The information gathered will be reported back to the Public Health Command.

(12) Joint Recipe Services. Ms. Frazier stated the Joint Services recipe committee has met about three times. Natick has identified a bunch of recipes that will be archived, not deleted. The archived recipes will encompass recipes not being used or we no longer have the ingredients to prepare the recipes. She stated they are also looking at high usage recipes in need of repair. If you have any recipes you have identified that contain incorrect ingredients to missing ingredients let her know. Natick is working on correcting these recipes first. She requested if you need recipes created let her know that as well. Mr. Staples stated in accordance with the JSPB, DoDI 1338.10 the Navy has the lead on the recipe committee. When we began the new nutrition standards we identified a lot of problems with our recipe card system. The recipe system addressed some things but not everything, through this new process will relook everything from ingredients, preparation, and cooking methods etc. He stated if there is a unique recipe you are preparing at your installation and you would like to see incorporated into TM 10-412 submit it to QUAD, ACES OD, JCCoE.

(13) Tri-Service Food Code. Chief Lonnecker stated the Tri-Service Food Code will be the regulation that will replace TB Med 530. There has been a major hiccup at DA Publishing Agency recently and we have sorted the problem out. We are looking at April-June 12 for the regulation being released to the services for staffing and released to the filed by late 2012. He stated this is the new regulation that preventive medicine will use when visiting food establishments. The new standards in the Tri-Service Food Code will be the standard that everyone will be required to follow. Chief Lonnecker went on to say if you discover something that needs to be changed to contact him or Mr. Rod Piggott. Mr. Staples stated he had just attended a NATO meeting for the Kandahar area and TB Med 530 and JSP-1234 Volume 3 will both be used as the over arching food safety and food defense regulation used in theatre. He stated which ever policy has the highest standards will be the one they will follow. This change in the Tri-Service Food Code will impact across the board all operations. So it is very important when this regulation is sent out for staffing that you read it and provide feedback.

(14) AFMIS Auto receipting. Ms. Vartuli-Dusablon stated we are experiencing major issues with dining facilities allowing invoices to automatically receipt. She stated auto receipts are not generated until the 5<sup>th</sup> day after delivery has been received. This is enough time for dining facilities to go in and reconcile to ensure the invoice is correct

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and the receipting process is completed. Mr. Staples stated this issue is getting wide spread visibility at DLA-TS and they are considering shutting down installations that continue to violate the policy. This creates a problem for DLA-TS when they go into to reconcile the invoice with the prime vendor receipt. He stated we will also publish these procedures in the next FoodNet. Mr. Staples requested that the leaders present go on line and read the FoodNet, a lot of good information is provided.

e. Mr. Staples closed New Business and moved to Open Floor Discussion.

(1) Policy letter regarding time frame 92Gs being taken out of the DFAC. Mr. Staples stated getting 92G back into the dining facilities is in our best interest. Leaders have to make sure you are getting your Soldiers back into the DFACs as soon as they can. He stated we are finding that the contract cost is hitting us hard when we keep 92Gs out of the dining facilities longer than necessary. When you deploy in the future there probably will not be any OCO dollars to maintain dining facilities as a full food service contract.

(2) Subsistence Prime Vendor continuously out of stock on staple items. Mr. Staples asked if anyone else was having problems with staple items being out of stock? There wasn't anyone else that had any issues with items not being in stock. Ms. Vartuli-Dusablon stated she has been receiving subsistence prime vendor discrepancy reports for items not being delivered. She stated she needed the SPV discrepancy reports to support units when dealing with DLA-TS. We spoke to DLA-TS when ships come into port (OCONUS) a lot of subsistence is being taken off at that time. We are working that issue so it does not continue to occur.

(3) Keeping dining facilities open to support the SIK diners and the mission personnel. Mr. Staples stated this topic was discussed earlier; this is when you will need to write your justification for an exception to policy to keep the DFAC open. You would include in your justification that there is no other feeding facility to support the diners.

(4) CW4 (P) Patrick would like to see some type of program of instruction for 92G training in Class I ordering procedures. Will followup with JCTD on POI since this is an issue with small FOBs in current AOR with junior food service personnel operating these sites.

(5) CW5 Texidor asked where are we at with the credentialing program? Mr. Jackson stated SGM Warren conducted an assessment based on communications with Fort Stewart and Fort Hood to determine training support requirements at the user level.

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We discovered that the program implementation requires additional training on the Army Learning Management System (ALMS) to equip Food Service Staffs and Food Operations Sergeants at the DFAC level to monitor, document and assess Soldiers' progress in the program. He stated, "We are in collaboration with ALMS to provide the needed train-the trainer instructions so we can dispatch teams to the pilot installations to conduct training." Logbook maintenance is a Soldier responsibility. Upon enrollment in the program, Soldiers receives a logbook and DVD to aid them in documenting the task they complete on a daily basis. This action is essential to provide proof of tasks completed when Supervisors validate Soldiers' completion in the automated system, ALMS. Mr. Jackson stated he has coordinated with ALMS at Fort Eustis to schedule a train-the trainer session and asked if they would present the most recent information on the latest software upgrades. Training is scheduled for 28 Nov and installations can expect to see Credentialing Coordinators at their installation shortly their after to start conducting training.

(6) Mr. Staples stated there was a message sent to the field to update contract data in AFMIS that supports your installation. Input contract cost data by DFAC in AFMIS. This will tell us how much it cost to perform your current contract service side of the house. Great tool to show what it costs to fed a Soldier per day. Mr. Staples stated get back with your system administrators, Food Program Managers and get the data up loaded. We will send another message to the field to on this action.

(7) CW4 (P) Davis stated that the Army Food Advisors Innovation award competition was just completed. Germany won the individual category; Fort Bragg won the organization category. The award ceremony will be held in Natick, MS. 14-18 December. She stated registration has already begun for the next year; you are able to register on the Army Food Advisor Corner on the JCCoE website, but hurry the registration period closes 31 December 2011. Registration indicates you intend to participate in the program. Projects are due 1 April 2012 to the Army Food Advisor. Next year the award ceremony will be held during the QM Symposium.

f. Mr. Staples closed the Open Floor Discussion.

g. LTC Johnson stated "great discussion" he really appreciated everyone taking the time to carve out time out of their schedule to participate. He stated this is a very important forum especially with all of the issues that are out there affecting our food program operations. He stated getting all of the Food Service Professionals together to discuss these issues is imperative as you may have an issue in your lane someone across the board may not be aware of. This type forum allows everyone to be on the same sheet of music in order to get issues at the lower level pushed to the intermediate

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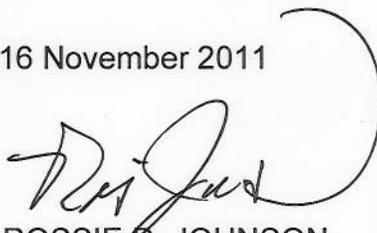
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level and pushed to the higher level. So I appreciate everyone's time. If you need immediate assistance call my Director of Operations, Executive Officer, Army Food Advisor or my Sergeant Major we are all here for you. This is our job!

4. Next Army Food Program Advisory Board meeting is tentatively scheduled for August 2012 via teleconference. Exact date and time of the AFPAB meeting will be sent out to all members.

LTC Johnson Adjourned the Meeting

Minutes Prepared By: Raymond Hosey, 16 November 2011

A handwritten signature in black ink, appearing to read "Rossie Johnson", with a large, sweeping flourish at the end.

ROSSIE D. JOHNSON  
LTC, LG  
Director, Joint Culinary  
Center of Excellence

Encl: AFPAB Action Items