



REPLY TO
ATTENTION OF

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

ATSM-CES

17 September 2012

MEMORANDUM FOR RECORD

**SUBJECT: Minutes of the Army Food Program Advisory Board (AFPAB) Meeting,
15 August 2012**

1. Purpose: To summarize the discussion of issues at the 15 August 2012 meeting of the AFPAB.

2. Attendees:

LTC Luis Rodriguez, JCCoE
Mr. David Staples, JCCoE
CW5 David Longstaff, JCCoE
CW5 Jack Van Zanten, USAREUR
SGM Mark Warren, JCCoE
Mr. Goldie Bailey, JCCoE
Mr. Alphonzo Byrd, JCCoE
Ms. Cara Vartuli-Dusablon, JCCoE
Mr. Ronald Bellamy, JCCoE
Mr. Duane Green, AMC
Mr. Craig Schwartz, AMC, DOL
Mr. Anthony Martinez, 440TH AFSB
Ms. Brenda Parks, FORSCOM
Mr. Leroy Williams, IMCOM
Mr. Kenneth Baker, Pacific Region
Mr. Steve Primeau, JCCoE
CW4 Sean Lonnecker, JCCoE
MSG Arthur Ray, JCCoE
Mr. Raymond Hosey, JCCoE
Ms. Renita Frazier, JCCoE
Ms. L'Tanya Williams, JCCoE
Ms. Beverly Hamlette, JCCoE

3. Summary of Discussion:

a. Mr. David Staples, Joint Culinary Center of Excellence (JCCoE), Army Center of Excellence, Subsistence (ACES), Director of Operations opened the meeting by providing an overview of the agenda. Mr. Staples introduced the new JCCoE Director, LTC Luis Rodriguez. LTC Rodriguez provided opening remarks and stated, "Good morning team this is a tremendous pleasure for me to be here for my first AFPAB meeting". He stated he was able to take a look at the concerns provided to Mr. Staples and his staff. He also discussed a little of his history as the Quartermaster School Operations Officer and Executive Officer for the 51st Quartermaster General, Gwen Bingham. He stated he has a dedicated staff within JCCoE working the issues.

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Once again he is humbled to be serving as the JCCoE Director. He thanked everyone and looked forward to meeting everyone in the future personally. 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) Mr. Staples stated he would like to emphasize that Mr. Byrd and his team are looking at the operational rations (OPRATs) forecast to ensure Commands have submitted requirements and cover all of the different OPRATs both individual and group rations as we have some that are brand new.

c. Mr. Staples closed old business.

4. Mr. Staples opened New Business. The following areas from commands were discussed by the members and decisions and way ahead were determined.

a. FORSCOM topics.

(1) AMC Organizational Structure after transition between Installation Management Command (IMCOM) and Army Materiel Command (AMC). Mr. Staples commented we have been working with with AMC/ASC to identify solutions regarding this transition. We have rewritten the language in Chapter 2 of AR 30-22, The Army Food Program, regarding responsibilities during this transition for the next publication. To assist with the transition CW5 Longstaff, Army Food Advisor is working to fill the CW5 AMC/ASC warrant officer position.

a. Mr. Schwartz added generally speaking, a broad overview of the ASC HQ has 26 direct reporting units, which consist of small units like Fort Meade and Natick having one or two dining facilities (DFAC). He went on to say the other Army Field Support Brigade (AFSB) will be controlling the DFACs via Regions; the 404TH will handle the West Coast and Hawaii. The 407TH will handle the middle of the country, Fort Carson, Fort Sill, Fort Hood and a few others. The 406TH will handle the East Coast, which has the largest burden, Fort Stewart, Fort Rucker, and Fort Bragg.

b. Mr. Staples stated this is basically like Army Central Command (ARCENT) and US Central Command (CENTCOM), whereby CENTCOM is the "policy people" and ARCENT are the "operators". Mr. Staples stated "when we look at IMCOM they are going to do your Base Operations (BASOPs) support and functions supporting your DFACs." The operators of the facilities and the Food Program will be AMC/ASC and their hierarchy.

c. Ms. Brenda Parks, FORSCOM asked who will oversee and conduct evaluations for programs such as the Philip A. Connelly awards program, the Culinary Arts program, and operational oversight of garrison operations?

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Mr. Jackson, Special Programs Director will conduct a meeting immediately following the FY13 PA Connelly evaluations, after December 15, 2012, Mr. Jackson will be the point of contact for this meeting.

(2) Ms. Parks asked if the current model to determine utilization rates changed based on Subsistence In Kind (SIK) headcount or do facilities continue to follow the requirement IAW AR 30-22? Ms. Parks also asked if there will be written guidance as to how to calculate utilization rates if there is a change. Mr. Staples commented, JCCoE understands this is a major concern because this is the driving force for consolidation and closures of dining facilities, also how we support and work with those units possibly affected by this.

a. JCCoE briefed DA G4 on 6 August 2012 on a Holistic Food Service Program and there are some proposals in the brief to add two more types of metrics to the current metric to evaluate utilization. The current utilization in the regulation remains the same although we do have the IMCOM OPORD that looks at SIK only.

b. Mr. Staples went on to say, we are looking at all diners and that's the way G4 looks at it, to support the green- suitors, whether they are cash customers or SIK Soldiers. [So we are going to move forward in that initiative]. The other part of the metric goes back to receiving strength and feeder reports, DA Form 2970, from the units.

(3) Ms. Parks asked "Is the Army Food Service Program gearing towards using Borrowed Military Manpower (BMM) to perform dining facility attendant (DFA) duties? Has JCCoE received any request to use military personnel for DFAs?" Mr. Staples commented the IPT brief JCCoE provided to the DA G4 did not include permanent party DFACs.

We are looking at the military operated DFACs to be operated by military cooks; however, we are not looking at placing permanent party Soldiers to perform DFA duties. We are looking at it as a possibility within TRADOC.

(4) With heavy budget restraints in Army Food Service in the next couple of fiscal years, what does the future for our Army Food Program hold and what is the timeline for the transition into the new 21st Century Army Food Service Program? This subject was previously discussed. The IPT will be our way ahead for the 21st Century.

b. USAREUR topics.

(1) CW 5 Van Zanten would like to clarify funding responsibilities for the US Army Culinary Arts Competition. Currently AR 30-22 is to vague on this subject. JCCoE will address this real fast; [we understand what you are saying]. JCCoE understands when money gets tight everyone looks to see how they can push the cost to someone else.

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(2) Next area for discussion was DFAC closure/consolidation. CW5 Van Zanten, USAREUR, asked if we close the DFAC then where do our 92G maintain their proficiency? Mr. Staples stated that training for 92G will be part of the decision process in reviewing considerations for closure/consolidation.

(3) CW5 Van Zanten asked if we are taking Soldier Fueling Initiative (SFI) into consideration in the Market Basket. Ms. Dolloff-Crane indicated the whole basic daily food cost index is on the table right now and being examined by all the services, and the DA G4 staff.

a. Ms. Dolloff-Crane also indicated the one sticking point for how good it gets, in the congressional law there is a annual limit to how much the food cost index can go up annually. Stay tuned we are on it and looking at getting things done right. So we can serve the proper quality food but do it cost effectively.

b. Mr. Staples stated we actually rewrote the DoD 1338.10 and moved the MB information out of there, so that we can update it easier in the future. The Basic Daily Food Allowance (BDFA) is always going to be at the forefront.

c. IMCOM Pacific topics.

(1) Outstanding Deposits tickets and closing out the automated DD Form 1131 in Army Food Service Management Information System (AFMIS). Mr. Primeau stated when DFAS receives the log, voucher and the deposit ticket they are supposed to provide the transaction number back to the originating organizations.

a. Mr. Primeau went on to say that Over The Counter Network (OTCnet) is a requirement by the Department of Treasury, to handle all cash collections. The effective date is 1 October 2012, training has to be completed no later than 15 September 2012

b. Mr. Staples also commented OTCNet will have everything that's on the current DD Form 1131 to include originating organization contact information. The current system requires faxing or smart fax vouchers/deposit tickets/log to DFAS and if it isn't clear and/or, they can't read it then there is a problem with the turn-in. If the manual log doesn't match the DD 1131 or if one digit is off they are not processing the cash collection voucher. This results in a possible return of all documents and holds up the transaction process.

(2) Request for new items to be added to the Subsistence Prime Vendor (SPV) Catalog. Mr. Staples stated FMAT addressed this issue while they were in Hawaii. FMAT has coordinated efforts with CSPD and they are contacting DLA representatives on this issue.

a. Ms. Vartuli-Dusablon stated any time you want to add a new product, the new product form has to be filled out and sent forward. DLA has to review each item before it is added to the catalog.

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However, anytime things are not happening the way you need them to happen on ground for adding new items or you are having conflicts with DLA, JCCoE needs to be notified so we can assist you.

b. Mr. Byrd stated there is a process in the regulation that requires installations to forward the minutes from their Food Service Management Board meeting to JCCoE, QUAD.

(3) Discrepancies with the Inventory Adjustment Monetary Account Weekly Price Change. Mr. Staples stated there are no controls on regular menu items, in some cases items are marked up as high as 100%. Anytime you have a problem with the price increasing exponentially complete a subsistence prime vendor discrepancy report and notify CSPD.

a. Funding for DFAC Equipment Replacement. Mr. Bailey stated unfortunately we do not have a centralized DA G4 policy to replace food service equipment. It is still a DOL responsibility.

You have to maintain your DA Form 3988R, equipment replacement records in AFMIS. Also ensure you are submitting your annual budget to your DOL.

b. Mr. Staples went on to say the problem in Hawaii is when funding comes down that was programmed for equipment replacement it gets used for something else on the installation. The installation commander kept the money and used the money for other projects in other areas. This occurred for several years according to Ms. Sita Seery.

c. Maintenance on the pulping machines. Department of Public Works and Utilities (DPW) has this responsibility on the IMCOM Base Operations (BASOP) side. They will have to continue to budget for the maintenance of food service equipment. This will remain an IMCOM responsibility. JCCoE sent some recommendations over to CW5 Davis addressing this issue. At the end of the work day paper should be run through the system to clean out the pipes prior to shutting down the system.

(4) Funding for equipment replacement, office and sanitation supplies, contract and training. Mr. Staples commented it goes back to your command; let them know you need your money/funding. Explain what the potential risk are if you do not get your money/funding. Identify the safety risk and potentially food borne illness. IMCOM POMs for food service equipment; however, they do not know that you did not execute it for equipment and the commander executed those funds for something else. So all they see is executed dollars.

(5) Food service training. JCCoE is aware of this problem because Soldiers are performing other duties while deployed. JCCoE has a reintegration training program that we can support you with. You need to formally request the training.

(6) Units with DFAC ownership spending their funds on new equipment and not properly accounting for it. Mr. Staples commented this should not be happening. All

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equipment should be accounted for and tracked at all times. Units don't own DFACs, the ownership belongs to IMCOM. We are the borrowed military manpower that operates the DFACs in support of the units.

(7) IMCOM Pacific Challenges. Mr. Baker stated he was trying to get a better understanding regarding the transition to AMC/ASC. Mr. Schwartz commented we still have to feed the Soldiers just like we have in the past. However we can't afford \$313 million for food service contract cost if our total budget for the Directorate of Logistics (DOL) is \$600 million dollars. The food service program is only the second largest cost driver for the DOL. If we fully fund the food service program the way it is and transportation we would be over spent by \$40 million dollars for next year.

d. Joint Culinary Center of Excellence (JCCoE).

(1) Operational Rations. Mr. Byrd asked if the Modular Operational Ration Enhancement (MORE) information paper provided you with enough information on the ration or do you have questions. There were no questions from the field. JCCoE is looking for your ration forecast from each installation on your planned use of operational rations for FY13. CW5 Longstaff stated the suspense was 1 August 2012 and he sent reminders out already, if you have sent in your request disregard, [if you haven't we need the OPRAT forecast].

(2) Trans fat. Ms. Frazier stated Trans Fat is beginning to get more focus although trans fat has been out there for awhile now. We should not be procuring foods with trans fat, particularly the synthetic form. There may be a lot of products that say trans fat free but contain partially hydrogenated and hydrogenated fat on the label.

a. Ms. Frazier continued on to say they will also be reviewing catalogs with DLA to identify items containing trans fat and removing them. One of the major sources of trans fat is margarine, so if there is any in the back of the house get rid of it. Work with your prime vendor to get a trans fat free spread. Other products containing trans fat are baked goods and desserts, so look at those for trans fat.

b. Go-For-Green™ Labeling. The label card should only contain the recipe name or product category, no branding information or manufacturer name should be on the card.

(3) Unitized Group Ration (UGR)-Short Order Meals Update. Ms. Hamlette wanted to ensure that the units were aware of the available UGR-SO menu options. We still have units unaware of the different menu choices available to them; please help get the word out. National Stock Numbers have been provided to you for ordering. The hamburger and hot dog meal has been moved and incorporated into the UGR-SO menu, menu number seven.

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(4) Holistic Approach to modernize the Army Food Program. Mr. Primeau stated that JCCoE has conducted several briefings with LTG Mason and received his guidance. The White Paper is at DA G4 for final editing. JCCoE has identified who the White Paper will be sent to and we would really appreciate and reiterate the need for the food service community to provide prompt responses once you receive the White Paper.

(5) Veterinary Food Inspection Office Support. CW4 Lonnecker stated the VETs are rewriting their regulation that discusses how they will perform their missions worldwide. In the regulation they have significantly reduced their support to the prime vendor mission. JCCoE has requested that they relook at this change in support. VETs have identified they have a problem with office space. JCCoE needs for installation Food Program Management Office to provide a desk and computer for the VET to use in support of the VET requirements in support of your food service mission.

(6) 92G Credentialing Program. SGM Warren discussed how successful the 92G Credentialing program has been. He appreciated everyone's efforts in making the program a success. The next training initiative is Blackboard on covering the reintegration training for 92G.

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

(1) Mr. Staples commented the Army Audit Agency (AAA) was out reviewing BAS recoupment. You are only responsible to ensure the paperwork and the memorandums are being filled out properly. AAA identified that G1/S1 and commanders initiated payroll deductions for Soldiers receiving BAS; however, the funds were not being recouped. AAA identified that during FY 11 BAS recoupment at Fort Hood and Fort Carson cost the Army millions of dollars because they were not collecting for meals provided to BAS Soldiers at government expense.

(2) CW5 Longstaff has several topics he discussed. He went on to say we will have a blackboard training program available and hopefully to be online in the 1st Quarter of FY13. The training will initially cover the 10-20 level reintegration. However you have to get people involved. The thought process is next year FY14 we will have 30-40 level training on the website. So leaders have to get people involved.

(3) CW5 Longstaff continued on with the Credentialing Program. The program has been in place a couple of years, we have spent a lot of money on it. We need to get the program moving, so it is great that Hawaii will be the first OCONUS installation. FMAT will be validating program during their assistance visits and you should be showing them how you are engaged in the program when they are on site.

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(4) CW5 Longstaff also discussed problems with Cataloging. The problem identified today is you are not doing the paperwork correctly. So it is important that you tap into the "Doing Business Guide" and follow the correct procedures for requesting new items to be added to your catalog.

(5) CW5 Longstaff discussed how much work the Army Food Service IPT has undertaken. The message conveyed today is the Army Food Program is changing. He also discussed when the White Paper reaches concerned parties and if you have any feedback you would like to add to so immediately. Do not let the opportunity pass and you not provide your input.

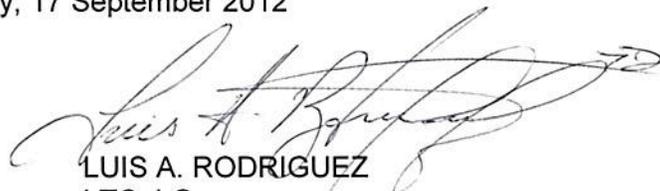
f. Mr. Staples closed the Open Floor Discussion.

g. LTC Rodriguez thanked everyone for attending the meeting today and he really appreciated all the great discussion. From the topics that were brought forward, I learned a lot from the board since this was my first AFPAB meeting. A couple key points to hit on and reemphasize what Mr. Staples and CW5 Longstaff put out today. As logisticians and sustainers there is one thing on the horizon that will hurt us and we have delineated our plan of action. That is how we tackle our budget issues, most of the time it is very difficult to figure out how a budget is going to impact operations. Determine your requirements against your capability, prioritize your needs. Use commonsense judgment and provide solid analysis to your commander to make a decision. If there are additional needs or issues that need to be worked please don't hesitate to give us a call. You can reach us 24/7, 365 days a year via our website: www.quartermaster.army.mil/jccoe/jccoe_main.html. Click the JCCoE tab and look at the wealth of information per Directorate per Division. We want to be a conduit to your solutions, not a conduit to your problem. Thank you for participation.

5. Next Army Food Program Advisory Board meeting is tentatively scheduled for March 2013 via defense connect online. Exact date and time of the AFPAB meeting will be sent out to all members.

LTC Rodriguez Adjourned the Meeting

Minutes Prepared By: Raymond Hosey, 17 September 2012



LUIS A. RODRIGUEZ
LTC, LG
Director

Encl: AFPAB Action Items