



**DEPARTMENT OF THE ARMY**  
**U. S. ARMY QUARTERMASTER SCHOOL**  
Joint Culinary Center of Excellence  
16<sup>th</sup> STREET, B AVE  
FORT LEE, VIRGINIA 23801-1601

REPLY TO  
ATTENTION OF

ATSM-CES-OC

28 July 2010

MEMORANDUM FOR RECORD

SUBJECT: Minutes of the Army Food Program Advisory Board (AFPAB) Meeting, 14 June 2010

1. Purpose: To summarize the discussion of issues at the 14 June 2010 meeting of the AFPAB.
2. Attendees:
  - Mr. Bill King, Army G4
  - COL George Dilly, MEDCOM
  - LTC Robert Barnes, Jr, JCCoE
  - Mr. Dave Staples, JCCoE
  - CW4 Georgene Davis, JCCoE
  - SGM James Lee, JCCoE
  - Ms. Mary Brown, HQ, IMCOM
  - Mr. Goldie Bailey, JCCoE
  - Mr. Rick Byrd, JCCoE
  - Mr. David Sherriff, JCCoE
  - CW4 (P) Princido, Texidor, FORSCOM
  - CW4 (P) David Longstaff, ARCENT
  - CW4 James Donaldson, USAREUR
  - CW4 Raymond Patrick, USASOC
  - CW4 Stan Jung, ARNG
  - Ms. Brenda Parks, FORSCOM
  - Ms. Velinda White, ASG-Kuwait
  - CW4 Magras, JCCoE
  - CW4 Russell Campbell, JCCoE
  - SGM St. Cyr, FORSCOM
  - SGM Michael Dixon, JCCoE
  - SGM Swilley Clark, JCCoE
  - Mr. Wardell Carey, JCCoE
  - Mr. Ricky Frazier, JCCoE
  - Mr. Raymond Arnold, JCCoE
  - Mr. Steve Primeau, JCCoE
  - Ms. Renita Graham, JCCoE
  - Mr. Glenn Rose, IMCOM-WEST
  - Mr. Tom Lara, IMCOM-WEST

Ms. Judi Taylor, IMCOM-WEST  
Ms. Mary Reed, Ft. Riley  
Mr. Cornelius Williams, Ft. Stewart, GA  
Ms. Linda Harris, Joint Base, Lewis-McChord  
Mr. William Denton, Ft. Benning  
Mr. Benedict Tesoro, Joint Base, Lewis-McChord

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 JCCoE Director, LTC Robert Barnes. LTC Barnes informed the members on the synopsis of this board and thanked the members for their outstanding support of the Army Food Program. LTC Barnes informed the board that this would be his last official event while serving as the JCCoE Director due to his selection for attendance at the Army War College. LTC Barnes informed the members that LTC Rossie Johnson has been selected to replace him as the next JCCoE Director. Mr. Staples asked that all members introduce themselves.

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

(1) Discussion on subsistence support to JROTC, SROTC and other non-profit organizations. UPDATE: Revised AR 30-22 and DA PAM 30-22 states that all cadets while in a training status with an active Army unit will be fed on a common service basis in a Garrison environment. When not in a training status, all cadets will pay the discounted meal rate.

(2) IMCOM representatives' role during Food Management Assistance Team (FMAT) visits. Update: Ongoing: IMCOM will coordinate issues and concerns with FMAT prior to scheduled visits.

(3) Fielding of AFMIS in Japan (Camp Zama). UPDATE: Action closed. AFMIS fielded in Japan Jul 2010.

c. Mr. Staples closed Old Business

d. Mr Staples opened New Business.

(1). Philip A. Connelly. Ms. Brown raised the issue concerning the recommendation to separate the garrison category so that military operated dining facilities would only compete against military operated dining facilities and contractor operated dining facilities would only compete against contractor operated dining facilities. Also discussed was having additional evaluators to evaluate this competition. Mr. Staples reiterated that this action had been closed from the previous AFPAB. However, Mr. Staples informed the board members that SGM Clark, Philip A. Connelly Program Sergeants Major will be conducting a workshop with ACOM and IMCOM senior food advisory representatives on 15 June 10 to revise DA Forms 5415, Garrison Category Competition Checklist and 5416, Field Category Competition Checklist.

UPDATE: The revised checklists were forwarded to the JCCoE, Chief, Special Programs Directorate, Mr. Jackson, for review and approval on 23 Jul 10. Mr. Jackson approved the revised document and JCCoE, ACES OD, CSPD will submit to Army G4 for approval. JCCoE Action Closed. Revised forms are pending release by Army Publication Directorate.

(2). Army Food Service Workshop. Mr. Staples provided general information pertaining to this year's Army Food Service Workshop. He informed the members that there will be three breakout sessions during the workshop based on the number of attendees. The Army Food Advisor, CW4 Davis, will be conducting a Food Service Warrant Officer Professional Development, SGM Lee, JCCoE Sergeants Major, will conduct a Noncommissioned Officer Professional Development, and representatives from Software Engineering Center-Lee (SEC-L) will be providing updates on Automated Headcount (AHC), Meal Cost Report, and Scan & Go procedures. Mr. Staples emphasized that the updates provided by SEC-L has been scheduled for participants by IMCOM regions to ensure that everyone will be afforded the opportunity to attend.

(3). A-La-Carte dining facilities. Mr. Staples stated that we don't have that many A-La-Carte facilities left. He stated that one of the biggest concerns within these facilities is the lack of quality training and limited management knowledge of the food service personnel who operate in these types of facilities. He stated that it's an equipment and labor intensive operation. It requires a manager to stay actively engaged on a daily basis to ensure that the facility is well-managed. JCCoE can provide a Mobile Training Team (MTT) to assist DFACs that require assistance with A-La-Carte operations. Additionally, Mr. Staples stated that some A-La-Carte facilities have been closed without proper notification to JCCoE. UPDATE: The board members were reminded that when requesting to close an A-La-Carte facility, the Installation Commander must submit a written request to Army G-4 to close an A-La-Carte facility 90 days prior to the last operating day of the DFAC. Additionally, there's an enormous amount of money provided for equipment, and design layout to fund A-La-Carte facilities. It's imperative that you have designed a plan to allocate/distribute all remaining equipment and supplies to other operating DFACs upon closure.

(4). JCCoE website. Mr. Staples informed the panel members that the JCCoE website is currently being revised by Mr. Millan and Mr. Primeau. The initial suspense for the revised website completion was 30 Jun 10. The revised website will contain detailed information to assist food service personnel at all levels. The revised website will be much easier to navigate around in and will be more structured and user-friendly. Mr. Staples informed the board that the intent for this website is also designed to serve as a tool to solicit some feedback, recommendations, and ideas from the field to enhance the website. He further stated that there is a copy of a deployment Class I Standard Operating Procedures (SOP) on the website that's available to assist food advisors with developing SOPs for future deployments. ACTION: The website has been completed as of 06 Aug 10.

(5). FORSCOM Deployment Guidance. FORSCOM has developed a pre-deployment, post-deployment, and re-integration chart that provides guidance in regard to the 92Gs release and return back to the DFAC. FORSCOM policy requires that all cooks return back to the DFAC 90 days after all reintegration procedures have been completed. Policies on

returning cooks back into the DFACs continue to be a highly critical issue after re-deployment. The primary objective of this initiative is to establish a suitable timeline that is sensible and reduces the amount of contracted personnel required to operate the DFAC at installations worldwide. Every region and installation has a different policy and all members agreed to establish through some policy to meet a 90 day requirement upon completion of reintegration procedures to have military food service personnel resume operational responsibilities of the DFAC. However, it was also agreed that there may be an exception to policy due to a specific ACOM unique requirement. It's crucial that Food Advisors are part of the initial advance party when preparing for future deployments to the AOR. Their level of expertise within the Class I arena is very important to the Commander to ensure that 92Gs are gainfully engaged in support of all food service operations. DUE OUT: ACOMs and IMCOM regions develop a local Reintegration of 92Gs Memorandum of Agreement to be reviewed by their senior logistician and approved by the approving commander.

(6). Reduction in Force (92Gs). Mr. Staples and SGM Lee alerted everyone that there will be a 1,500 personnel reduction of 92Gs in FY 11. Some speculation about this cut may be attributed to Combatant Commanders perception on the utilization of 92Gs serving in food service roles while deployed on combat missions in the AOR at some of the major camps, however, these reductions were a result of a decision to reduce several sustainment career management fields throughout the Army. Most of the reductions are slated for units such as Engineer, Military Intelligence, Military Police, and Sustainment. The Sustainment Brigades will see the most critical cuts as a result of this reduction. ACTION: We must remain diligent and constantly defend our 92Gs to continue to prove how relevant they are to the mission of the commanders in the field and to the Army Food Program.

(7). Government Purchase Card (GPC) under Military Personnel, Army (MPA). JCCoE researched throughout the Resource Management community and couldn't find any policies/procedures that govern how they established their GPC under MPA. JCCoE continues to acquire information to establish how GPCs can be issued to all installation FPMs. Under the rules from the Army Budget Office (ABO), the FFMIA compliance is a huge part of it. You have to have the obligation in before you pay the money. Under the GPC, you may buy products/services before ABO ever sees what the bill was for. JCCoE is trying to come up with a way to associating the card with dollars. A recommendation from a previous meeting was to place a limit on the card. As you spend it, for whatever emergency requirements, it will be reimbursed back to the authorized limit. There's still ongoing dialogues of determining how are we going to accomplish this initiative. For example, the Potable Ice issue is currently a big problem and will be discussed later during this session. JCCoE, ACES, has been working with the ABO and Army G-4 to establish a line code of action of how money flows, how payments are done, where it comes in, and all the different lines out there that are accounted for. The ABO is tracking installations by DODAACs. UPDATE: Personnel need to contact regional contracting command to obtain a credit card. They need to coordinate with local resource management offices to have the MPA line of accounting attached to the credit card and establish limits for this card.

(8). Installation Status Report (ISR). Ms. Brown asked if any food program manager has checked the status of their ISR. She further stated that when you look at the current ISR for food service, N/A will be listed. The reason for this rating was that the very first Performance Metrics (PM) formula wasn't embedded to produce a metric that actually captures a true picture of the inventory. No matter what numbers you placed in, you could never get a rating above black. HQ IMCOM asked DA G-4 to make that one metric, not reportable. Ms. Brown informed the board that she was unaware that only one of the four PMs is used to determine the yearly rating which happened to be the one that was causing the N/A rating. Representatives from the Army G-4 wanted to know if anyone had any recommendations on how a metric could tie in to the actual cost so that it could be used as a pacing measure to establish the requirements. This initiative will be discussed during the Worldwide Food Conference, hosted by Mr. King and Mr. Griffin. Ms. Brown stated that we need to provide Army G-4 with a good metric by the end of the week. ACTION: ISR Metric – do 2 things: tie into dollars for establishing requirements and provide a good metric to evaluate requirement. Ms. Brown stated that there is a need to ensure we are working the right 30 day matrix for inventory management/accountability for the ISR. Mr. Primeau stated that AFMIS will change the 6 day objective to reflect current month usage at the next SCP update.

(9). Inventory Management and Accountability. The ISR provides a limited view of the inventory management process and inventory accountability. Ms. Brown recommended a change should be implemented in the ISR due to the fact it only captures one month worth of information. She feels that we should capture every month in a quarter and produce an average which presents a clearer picture of what is actually happening in a DFAC. FPMs stated that they are having difficulties holding managers accountable for efficiently managing inventories. They commented that there is no penalty for failure to properly control acceptable inventory. CW4 Magras stated that during the FMAT visits that some type of awareness by the leadership is warranted. Ms. Brown requested that the FMAT clearly state the deficiencies from their visits during the out brief to the Garrison Commander and on their final report. Additionally, Ms. Brown feels that the FPM should attend the out briefing with a copy of the last FMAT visit report to see what changes have occurred. Normally, the senior IMCOM representative sitting in the FMAT outbrief is the Director of Logistics (DOL). But when you look at all the money that's tied up and how it affects our Soldiers and the warfighters, we should be better guardians of this money. Mr. Primeau stated that JCCoE, ACES OD has received some feedback from the field about changing the current formula for calculating the DFAC inventory objective (six days average from the previous month). He further stated that the new AR 30-22 will calculate the inventory objective by utilizing the preceding six days of the current month. Mr. Staples stated that if you never hold anyone liable and the commander doesn't care about having excessive inventories, then it doesn't matter what you do. Ms. Brown will provide a copy of the Army Audit Agency, ISR After Action Review (AAR) to Mr. Staples that addresses all recommendations from the installations and the regions. LTC Barnes asked the members of the board to courtesy copy JCCoE, ACES on any information you provide to Army G-4. He wanted to convey that JCCoE is the executive agent for the Army G-4 for The Army Food Program. You may send it to Army G-4; however, they will be returned to us to provide recommendations.

(10). Commercial Activity Study. Ms. Brown informed the board that IMCOM will not be initiating any A-76 studies. Mr. Staples asked what about the TIGER teams that are currently

doing assessments on the installations? Ms. Brown stated that the TIGER team mission is to assist the installations with ways to cover their funding shortfalls. ACTION CLOSED.

(11). Special Packaging by Prime Vendor. Ms. Seery voiced a concern about the requirement to the purchase case lots from the Prime Vendor. Mr. Staples informed the board that inventory doesn't count against account status; however, spices and other condiments do have an impact on the inventory of a DFAC that has an average daily headcount below 100. For example, the DFAC may have to purchase a case of basil, oregano, or parsley which would impact their account due to the length of time it will take to use these products. We no longer have special allowances, they're granted by exception only. You must have a strong justification to be considered for an exception. Ms. Brown informed the board that Ms. Seery couldn't be in attendance today. Ms. Brown asked the DLA-TS (Pacific) account manager to send her a few items to review from the Camp Zama DFAC. After careful review, Ms. Brown requested DSS access for 20 days to review Camp Zama inventory and provide advisory support to the Pacific region FPM. Mr. Primeau stated that he would ensure that Ms. Brown received DSS visibility after the conclusion of the Army workshop.

(12). Purchase of Potable Ice. Installation Food Program Managers (FPM) must establish procedures to ensure continued ice support for Soldiers while maintaining FFMIA compliance. Ice is not authorized to be purchased with MPA dollars because it's not considered food. JCCoE has developed three courses of action (COA) to accomplish this requirement. Ms. Harris opened this session by providing some historical information on how ice is procured at Joint Base Lewis-McChord, WA. From June 2009 to June 2010, Joint Base Lewis-McChord has purchased 40,618 bags of ice at a price of six dollars per bag (\$243,708). Numerous man-hours are spent trying to implement a policy for not using the GPC to purchase ice. In regard to AFMIS, the SSMO uses the DODAACs and APCs of units field training; however, she stated her largest customer is the contractor operated facilities responsible for feeding Reserves Officer Training Corps (ROTC) during their annual training. The resource management representatives keep asking the FPM office to purchase ice upfront to prevent having to go out to each unit while in training to seek their requirements and having the unit procure ice from a local vendor with their unit GPC. ACTION: Installations must decide best COA for support of the ice requirements for installations without using MPA funds. FPMs will develop a SOP and MOA for units to follow. Additionally, they will brief units on new requirements, and publish messages to off-post customers supported by SSMO. MPA funding will no longer be used for ice purchases effective 1 October 2010.

(13). Local Market Purchases. Mr. Staples requested members to provide information about which installation has local market ready contracts. He stated that down in the southeast region, there are quite a few individual bread, milk and soda contracts. ABO is tracking lines of accounting and needs to comply with FFMIA requirements of having an obligation before an accrual. Mr. Staples recommended that we do away with local market contracts and utilize DLA-TS for contracting everything. ACTION: IMCOM Regions – provide data on which installations still have LMR contracts outside of DLA-TS SPV. Mr. Staples asked if 30 days was enough time to collect all pertinent information regarding local contracts. The IMCOM Region representatives concurred to providing JCCoE with an update on the status of local contracts.

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

(1). Sergeants Major St. Cyr requested that in the future only Active Army units be used in testing and evaluating equipment used in support of Active Army food service operations. FORSCOM stated they had coordinated with NATICK on an Active Army unit to support this last requirement for AK that was tested with NG in CA. FORSCOM volunteered their units to evaluate all future testing and evaluating of future equipment and subsistence since they consist of nearly 75% of the Army's warfighters. ACTION: Mr. Staples directed that the JCCoE, ACES, OD, Facilities and Equipment Division (FED) will notify Natick of this requirement. All requests by Natick for future testing and evaluating equipment/subsistence will be sent to JCCoE for coordination with FORSCOM. JCCoE has no issues with Natick using Reserve Components (RC) for testing and evaluating food since all three components consume the same type of operational rations. Mr. Staples informed the board that a report would be released to outline procedures for this issue.

(2). Operational Rations Forecast. Mr. Rick Byrd informed the board that Ft. Carson has been scheduled to evaluate some new UGR-A menu items. Mr. Staples stated that right now the whole training base usage of Heat and Serve (H&S) rations for the whole year is 4,000 modules. Commanders don't want to use them. They want to go directly from MREs to UGR-As to a catered meal contract or LOGCAP. If it wasn't for the AOR, we couldn't keep the industrial base up. JCCoE recommendation is to use UGR-H&S as part of the menu cycle while training at national and local training centers. One issue regarding the lack of using UGR-H&S is at JRTC, Ft. Polk, LA. On North Ft. Polk, units are being provided UGR-A meals from the contracted operated DFAC. At one point, the contractor was providing both types of operational rations. However, UGR-H&S are not currently part of the menu cycle in those facilities. The "Blue Book", is issued to all units prior to training at JRTC. This document outlines all policies and procedures associated with rotating units on North Ft. Polk. JCCoE is recommending that UGR-H&S menu be inserted into the Blue Book as a regulatory requirement in regard to the menu cycle for rotational units. This will greatly assist with reducing the size of the UGR-H&S inventory and supporting the industrial base.

(3). Revised Menu Standards and JSPB Overview. COL George Dilly, Chief Dietician to the Army Surgeon General provided an update on the scheduled JSPB and revised menu standards. He stated that LTC Helinski, the JCCoE dietician, has been developing a template for menu standards for essentially all of the military services. These menu standards will be implemented into AR 40-25. They are not nutrient standards and not focusing on calcium, but they are practical recommendations that once they are published, everyone will follow. Generally in the garrison arena, these standards will apply. During deployments, obviously, the rules change. New changes will include two 100% juices will be available during breakfast. Nutrition is a very hot subject amongst the General Officer population throughout the Army. They are looking at the way we are feeding and the fitness level of our Soldiers. They're looking at the personnel that coming into the Army and our Soldiers returning back from combat deployments. There are pressures on both MEDCOM and the Army Food Program to come up with standards to push it up to a higher level. COL Dilly re-emphasized that now we have an opportunity for us to work together and push these standards out there. The thinking is that we want to feed a Soldier like we would feed a professional athlete. The intent is set the right

example when a Soldier walks into the DFAC. Some general examples are two or more fresh fruit choices per meal, one canned or frozen fruit on the dessert bar, two cooked vegetables per meal, no more than one fried vegetable per day on the mail line, gravies and sauces served on the side unless the recipe calls for it, no more than one starch for lunch and dinner meals, standard salad bar includes leafy green vegetables, at least seven fresh toppings such as carrots, radishes, cucumbers, tomatoes, mushrooms, etc. One main lean meat entrée such as fish, baked/grilled meat entrée with the fat removed. Fish will be served at least three times a week.

(4). Meal Kits Standards. Mr. Staples stated that the new meal kit standards will be published on the JCCoE website. Mr. Staples asked everyone to go back to their installations to make sure that they understand that if the meal kits are not on the approved list, the vendor has to submit request to JCCoE for approval. If the currently used meal kits are not approved, then they must stop using them and follow the approved list on the JCCoE website. Rick Byrd informed the board that the meal kits are approved by menu not by a specific company. The projected implementation date is 1 October 2010.

(5). Financial Liability Investigation of Property Loss (FLIPL). Mr. Staples stated that we're seeing an over-abundance use of FLIPLs prior to the end of the year. FLIPLs should only be used to bring an account status into tolerance for the end of the year unless it's a refrigerator breakdown or an act of God or something is lost and veterinary personnel condemns it. We're seeing FLIPLs being initiated throughout the year when management changes. We shouldn't be doing FLIPLs with a manager just to bring their account into tolerance. We need to make sure that they are approved and forwarded. If they exceed the dollar limit (\$4,000) as stated in AR 30-22, a copy of the FLIPL must be forwarded to JCCoE, ACES OD. Too many FLIPLs are being submitted to alleviate mis-management by DFAC managers. We must hold people liable for what they are and are not doing.

(6). AR 30-22 & DA Pamphlet 30-22. Mr. Primeau stated that we have been getting minimal replies back on the revisions of AR 30-22 & DA Pamphlet 30-22. The intent to acquire feedback from the field is to ensure that your comments and recommendations are considered. ACTION: JCCoE will publish AR, DA Pamphlet, ATTPs, and GTSMs on the JCCoE Website for all to review prior to official tasking. Currently, the field is receiving the official tasking down from higher headquarters with little to no time to staff with lower level for review. Our posting and email to all will provide this additional time and get better comments/recommendations from the field.

(7). Food Service Uniform. CW4 Donaldson stated that there is a significant issue with the tan boots replacement of the black boots. With this change, no action was taken in the CIF OCIE menu, no brown suede safety boots were entered for 92Gs when wearing the food service uniform. The condition of the tan boots is appalling due to their short life cycle when continuously exposed to food, grease, and water. CW4 Donaldson would like to see the Army G-4 authorize the black safety boot for food service and maintenance Soldiers in garrison. ACTION: JCCoE will send out a slide and/or an information paper on the cook's uniform so the field is informed with the current status. JCCoE requested comments from the ACOMs and IMCOM on their safety concerns and requirements for new uniform/shoes. Due Out: CSPD develop a presentation and information paper on the new uniform/shoes status.

(8). Training for Food Program Managers and Subsistence Supply Managers. Mr. Frazier addressed the board by asking what type of training is available for a newly hired Food Program and Subsistence Supply Manager. Mr. Frazier asked who is responsible to train an inexperienced SSM? He stated that on some installations, the FPM office and the SSMO are two separate entities and the FPM has no authority over the SSMO. Mr. Staples stated that it depends on how the installation is stood up. The FMAT has documented on several occasions that the two are not under the same umbrella. It's a major problem that needs to be fixed because the FPM is responsible for the operation of the SSMO. JCCoE, ACES, OD, CSPD is available to assist with the training of SSMO operations.

f. Mr. Staples closed the Open Floor Discussion.

4. Next Army Food Program Advisory Board is tentatively scheduled for October 2010 via VTC. Exact date and time of AFPAB will be sent out to all members.

Meeting Adjourned

Minutes Prepared By:

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28 July 2010



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Encl: AFPAB Action Items