

**National Commission on Hunger
Face-to-Face Meeting**

Wednesday, July 15, 2015

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1. Attendees

Name	Type
Mariana Chilton	Co-chair
Robert Doar	Co-chair
Spencer Coates	Commission Member
Jeremy Everett	Commission Member
Susan Finn	Commission Member
Deborah Frank	Commission Member
Cherie Jamason	Commission Member
Billy Shore	Commission Member
Russell Sykes	Commission Member
Andrea Anater	Project Director (RTI)
Coleen Northeim	Project Facilitator (RTI)
Mary Council	Project Support (RTI)
Heather Kane	Project Support (RTI)
Mary Carpenter	Writer

Not in attendance: Ricki Barlow, Commission Member

2. Action Items

Action items will be retained for the current meeting, as well as any “older” action items that have not yet been completed. The table below reflects the status of all items as of August 7, 2015.

Time Frame	Request Date	Action Item	Responsible Party	Status	Send to Commission
Immediate	July, 2015	Create an annotated outline of preliminary recommendations discussed by the Commission by August 29	Mary Carpenter	New	
Immediate	July 15, 2015	Send copies of presentations to RTI	Commissioners, RTI	In process	
Immediate	July 15 2015	Summarize commissioners’ consensus themes and recommendations for reducing VLFS	RTI	In process	
Immediate	June 8, 2015	Investigate new research requests from commissioners	RTI	In process	Anticipated completion by August 17
Immediate	May 14, 2015	Send RTI any notes from field visits for compilation (The field visits will not be audio recorded.)	Commissioners	In process	
Immediate	March 3, 2015	Request a white paper from experts in the Southeast	Everett	In process	
Ongoing	May 14, 2015	Obtain transcription of hearings and post to website	RTI	Ongoing	Anticipated completion by August 17
Ongoing	May 14, 2015	Work with partners and commissioner to finalize logistics for upcoming hearings and field visits	RTI	Complete	
Ongoing	April 7, 2015	Work with USDA and partner organizations to coordinate media efforts for public hearings (e.g., Rockefeller Institute, Share our Strength, Arkansas Hunger Relief Alliance, Texas Hunger Initiative, etc.)	RTI	Complete	
Ongoing	January 13, 2015	Work with commissioners and local site specific contacts on organizing field visits	RTI	Complete	

3. Group Decisions

Commissioners will review and suggest revisions to the summary of consensus items identified during the discussion that followed the individual commissioner presentations and consider the set of recommendations they ultimately want to promote in the final report. The summary of consensus recommendations will be discussed during the August meeting.

4. Meeting Minutes

Commissioner Presentations

Each commissioner in attendance presented for about 10 minutes on his or her suggestions for reducing VLFS. The following items were suggested for inclusion in the presentations:

- Views on underlying causes of VLFS
- Solutions based on those causes
- How our experiences/expertise relate to your proposed solutions (or our current direction)
- Based on our experiences/expertise, what solutions are currently missing and should be considered
- Vision for the best outcome of the report and our work together

Following the individual commissioner presentations, a facilitated discussion was held to identify common themes across presentations and determine if anyone considered any of the recommendations to be non-starters. A preliminary list was developed. It will be shared via email with the commissioners who will then have the opportunity to suggest revisions. A follow up discussion to be held on the consensus items at the August 20th meeting.

Administrative Items

None.

Annex 1: Meeting Agenda

Monthly Meeting Wednesday, July 15, 2015 (8:00 AM - 1:00 PM ET)

Drexel University DC office
Lafayette Tower
801 17th St NW, Suite 420
Washington, DC 20005

8:00 – 8:45 am Light Breakfast - Debrief from Washington, DC field visit

8:45 – 9:00am Update on Process (Co-Chairs)

Commissioner presentations (10 min presentation, 5 min Q&A)

The objective of these presentations is for each of you to succinctly provide your high level recommendations and observations that you would like to have considered as you move into the report-writing phase of your work. Remembering that the overall goal is to have a number of consensus recommendations for inclusion in the report.

9:00-10:15am 9:00am: Billy
9:15am: Susan
9:30am: Debbie
9:45am: Rus
10:00am: Cherie

10:15-10:30am Break

10:30-11:25am 10:30am: Spencer
10:45am: Jeremy
11:00am: Robert
11:15am: Mariana

11:30-11:45am Break

11:45 – 12:30pm Group discussion (Coleen to facilitate)

12:30 – 12:45pm Discuss process for developing final report

12:45 – 1:00pm Review action items/Wrap-up

LUNCH Available to commissioners who can stay