

**National Commission on Hunger
Conference Call**

Thursday, February 12, 2015

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1. Attendees

Name	Type
Mariana Chilton	Co-chair
Robert Doar	Co-chair
Ricki Barlow	Commission Member
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)

Not in attendance: Scott Carter, USDA Contracting Officer's Representative

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 February 20, 2015.

Time Frame	Request Date	Action Item	Responsible Party	Status	Notes
Immediate	February 12, 2015	Provide suggested speakers for future hearings or solicitation of papers. RTI to share the full list with the Commission	Commissioners	New	
Immediate	February 12, 2015	Share travel dates and locations to help facilitate formal field visits	Commissioners	New	
Immediate	February 12, 2015	Provide suggestions of writers for the final report to Congress	Commissioners	New	
Immediate	February 12, 2015	Determine the format of possible informal field visits	Co-chairs & RTI	New	
Immediate	February 12, 2015	Create a template for Commissioners to use to develop their context papers	Sykes	New	Context papers are due April 1
Immediate	February 12, 2015	Determine if travel reimbursement for Commissioners is retroactive	RTI	Complete	Reimbursement is not retroactive
Immediate	February 12, 2015	Send out dates for the June field visit	Everett	Complete	Dates for field visit: June 25–26
Immediate	February 12, 2015	Share legislative language with Commissioners regarding the allocation of travel funding	RTI	Complete	
Immediate	February 12, 2015	Revise the January Commission meeting notes and post to the public website	RTI	Complete	
Immediate	January 13, 2015	Share information on existent research regarding policies that encourage more employment and better wages	Sykes	In process	
Immediate	January 13, 2015	As available, share information on research regarding summer feeding programs	Everett	In process	
Immediate	January 13, 2015	Work with Commissioners on organizing field visits	RTI	In process	
Ongoing	July 21, 2014	Draft a Commission communications framework including website and social media mock-up, suggestions for effective field visits and public hearings, and general responsibilities to the public	RTI	In process	

Time Frame	Request Date	Action Item	Responsible Party	Status	Notes
Immediate	December 8, 2014	RTI will provide bi-weekly summaries of public feedback received from the “Contact Us” portion of the website	RTI	Ongoing	
Ongoing	June 24, 2014	Provide ideas to RTI on research needs or areas where RTI could support the Commissioners	Commission	Ongoing	

3. Group Decisions

- Commissioners may invite a small number of guests, including students to the March 2 hearing. These guests will be listening only and will be advised that they cannot write about or create any social media associated with this hearing, as it is not open to the public.
- Each Commissioner will develop a short paper (by April 1) describing his or her perspective on the social, political, and economic context of very low food security (VLFS) in America.
- The Commission will not accept outside funding for travel that may have political implications.
- The Commission will host at least one public hearing in Washington, DC.
- Commissioners will participate in at least two formal field visits and public hearings in El Paso, TX, and Little Rock, AR. Other site visits are possible but are dependent on funding and commissioner availability and interest.

4. Meeting Minutes

March Hearing & Commission Meeting

RTI and the Co-chairs provided formal invitations to 9 speakers to provide testimony to the Hunger Commission on March 2, 2015; eight speakers accepted. Speakers will conduct a brief presentation including suggestions on how to reduce VLFS and then allow time for questions. The Commission may request papers from other experts or invite speakers to future meetings or activities.

Commission Hearings & Field Visits

Due to the limited travel budget, the Commission will limit field visits to 2 locations—El Paso, TX (June) and Little Rock, AR (May). Additional visits may be organized as they correspond with planned Commissioner travel. RTI and the Co-chairs will work together to determine the format of any other field visits.

Long-Term Goals

Once the report is final, the Commission is planning to seek to provide testimony through a formal presentation and public hearing to Congress with the full Commission invited and with the nominating congressional leaders hosting and present.

Administrative Items

RTI continues to work at risk pending the USDA's approval of the new work order. Also, USDA has determined that the \$75,000 allocated for Commission travel should include both Commissioner and RTI travel. This may impact the number of field visits and in-person meetings the Commission is able to conduct.

Commissioners agreed that contracting with a report writer would be beneficial and help to create a report that is accessible to a broad audience.

The January meeting minutes were approved pending minor revisions.

Annex 1: Meeting Agenda

Monthly Meeting
Thursday, February 12, 2015 (2:00-4:00 pm ET)
(Mariana to facilitate call)

United States: 1-877-309-2070
Participant Code: 775-013-997

2:00 pm–2:05 pm	Welcome and roll call (Mariana)
2:05 pm–2:10 pm	Updates from the Co-chairs (Robert and Mariana)
2:10 pm–2:15 pm	Review/approve January meeting notes (Mariana)
2:15 pm–2:45 pm	March hearings and Commission meeting (Mariana and Robert)
2:45 pm–3:15 pm	Discussion of field hearings/visits (Mariana)
3:15 pm–3:30 pm	Administrative issues (Mariana)
3:30 pm–3:40 pm	Long-term goals (Mariana)
3:40 pm–3:45 pm	Summary of action items (Andrea)
3:45 pm–4:00 pm	Executive session (Commissioners only)