

# COMMODITY EXPRESS

SEPTEMBER 2009

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## WHAT IS PROCESSING?

Processing is the conversion of a raw **bulk** USDA Commodity into a finished end product. During the annual order cycle, which is January – March 31st of each year, for the school year starting the following August, the raw commodity is ordered by the school on the Arkansas Commodity Distribution System (ACDS). The value of the commodity diverted is subtracted from the beginning Planned Assistance Level (PAL) for that school year. (The value of bonus commodities would not be charged against your schools PAL.) Processors are eligible to participate if the combined pounds ordered by the schools in Arkansas are equivalent to at least half a truckload of raw commodity.

When the deadline has passed for the schools to place their orders, all approved processors will send the schools order forms to the Arkansas Commodity Office for the upcoming year. Any raw commodity may be diverted to a processor as long as the total pounds equal at least a half truckload. Remember, the total value of commodities diverted for processing, plus your A & B PAL request, cannot exceed your beginning PAL dollars. This dollar amount is shown on your Annual Commodity Usage in ACDS. Processing is not required. If you chose to participate in processing, it is very important you check the message board on ACDS website throughout

the annual ordering cycle to stay informed of all new information. If you do not have your processing order to the processor by the deadline, you will not be able to process for that school year. Note: Raw commodities are ordered for your school by the Commodity Office and sent to processor; therefore your school does not have to utilize its commodity inventory to participate in the Processing Program. If you require further information about the Processing Program, please contact Rosalind Reams at 501-371-1400.

## WELCOME TO THE FAMILY: MRS. VALARIE BEALL

Recently, the Commodity Distribution Office (CDO) added a new member to our family. Mrs. Valerie Beall was hired as the new Administrative Assistant, and she has been a wonderful addition. Mrs. Beall has been happily married to her husband, Dale, for 23 years. From this union, they were blessed with 2 beautiful daughters, Andrea, 21 and Merri, 19, and with two wonderful grandchildren, Kristina, 4, and Lexie, 2. Valerie is a native of Little Rock, but was raised in Hot Springs, where she graduated from Lake Hamilton Schools. After graduating from high school, Valerie continued her education at Ouachita Baptist University, OBU, and received her BSE in 1975. Mrs. Beall spent two years as a teacher molding young minds, and then eight years in law enforcement molding older minds. She now lives a less stressful life here in the friendly confines of the CDO. So when you call the Commodity Distribution Office, don't forget to give a big welcome to Valerie.



**Top Left:** Valerie with husband Dale.

**Top Right:** Daughters: Merri (seated) and Andrea

**Bottom:** Grandchildren: Kristina (left) and Lexie

## SPECIAL POINTS OF INTEREST:

- Valarie Beall
- Processing
- TEFAP
- NSLP
- Summer Training
- FSD of the Year
- Tribute
- Upside Down Cobbler

## SPECIALIST'S CORNER

The new school year has begun; therefore the Commodity Specialists will start conducting the Annual Commodity Reviews throughout the 2009-2010 SY. The Commodity Specialists are available to provide any assistance pertaining to your USDA Commodities. Special-

ists are available to provide training on the ACDS system, If you are experiencing any problems placing your monthly commodity orders, please call your Area Specialist who will be able to assist you with the ordering process.

The Commodity Office would like to wish everyone a wonderful and productive school year!



## TEFAP TALK

One of the focuses for this year's training has been preparing schools and TEFAP agencies with the importance of having Standard Operating Procedures in place in case of an emergency. An emergency can come in different forms, how you handle the emergency and what steps you have in place will determine whether the situation will be handled smoothly or having everyone running around pulling their hair out.

We strongly recommend that you have Standard Operating Procedures (SOP'S) for the following

areas:

- Recalls
- Equipment Failure
- Utility Failure
- Natural Disasters

Did you know that a Recall may begin at your school or agency? What if a staff member finds a foreign object in the commodities? Do you have specific procedures in place and know what to do? In the case of a recall, will you know what commodities you have on hand and if the product is part of the recall? Please treat all commodities

as if a recall may occur. This means keeping identifying labels and vendor information with the product until it is used. If our office receives notification of a recall, we will contact all Food Service Directors, TEFAP Agencies and emergency contacts immediately.

**CONTINUED ON PAGE 4.**

**Don't forget to enter  
your inventory at:**

[https://  
dhs.arkansas.gov/  
dco/acds](https://dhs.arkansas.gov/dco/acds)

## HATS OFF TO THE FOOD SERVICE STAFF

Good Nutrition definitely has a positive impact on student learning. One of the easiest ways to help a child become a good student is to encourage them to eat a healthy meal. The kitchen staff works tirelessly during the day to insure students have a good nutritional meal. By maintaining cooperative

and effective working relationships with the students and staff as well as creating a clean, germ free eating environment, the food service workers can simply be labeled the hardest working people in the food service business. Along with other assigned duties, the food service staff assists the Food

Service Director with the proper handling of commodities, which makes for a better relationship between the Commodity Distribution Office and the schools. For your tireless effort and hard work the Commodity Distribution Office salutes you.



**NSLP NEWS**

As we all know, Mrs. Donna Henderson has moved on to follow her dreams, but don't be alarmed. Mrs. Sam Carr joined the Commodity Distribution Office in February of 2009 as the National School Lunch Program Manager. Sam lives in Cabot with her husband of 21 years, and has 3 children; two sons 27 and 12, and a daughter 15 years old. Sam enjoys gardening and doing 4H and Girl Scout projects with her children. Sam is new to the state government system, having 20 years of experience in the private sector in

various industries such as transportation, banking, investment banking, and recruitment. Mrs. Carr has a diverse background with various positions in Human Resources, Organizational Development, and Training. Sam is enjoying using her skills to assist Food Service Managers and Directors to solve problems and improve processes. Mrs. Carr is responsible for ordering, distributing, maintaining records, and providing technical assistance to the Food Service

Managers and Directors. So let's give Sam a big NSLP welcome, as she tackles the big responsibility in front of her.



**SUMMER TRAINING**

The Commodity Distribution Office (CDO) provided informative training sessions during the summer months. During the past two summers, the CDO staff has had the opportunity to participate in the training of Food Service Directors, Managers, and Food Service Personnel throughout the State of Arkansas. When asked to participate, our staff always tries to honor the requests. The training included the ACDS Website, Ordering System, Delivery Schedule, Food Loss

Procedures, and Emergency Preparedness. Our mission is to ensure that FSD's, Managers, and Food Service Personnel are able to adhere to all USDA Commodity procedures and regulations. The training evaluations received were greatly appreciated, and all recommendations will be taken into consideration for the preparation of the 2010 Summer Training. If you would like for your site to be considered for the 2010

summer training session, please inform your Specialist during your Annual Commodity Review.



Recommended Storage Temperature

Frozen: 0 degrees F or below

Cooler: 32 to 40 degrees

Dry Storage: 36 to 70 degrees

**FOOD SERVICE DIRECTOR OF THE YEAR**

**ANNUAL FOOD SERVICE DIRECTORS AWARDS**

The Commodity Distribution Specialist wanted to once again recognize those Food Service Directors that have gone above and beyond the call of duty within their district. Not to say that all FSD's aren't doing a wonderful job, and we appreciate

your efforts. So everyone keep up the good work, and maybe your name will appear here next year. For School Year 2008-2009



The winners are:

Central Region

Sharon Burgess-Conway

Northern Region

Sherry Bane-Trumann

Southern Region

Deanna Gilbert-Hope



## TEFAP TALK CONT.....

The first step is to place the product on hold and not use it until further instruction. Do not simply throw out the food. We will provide detailed instructions on whether your items are clear for use, remain on hold, or are part of the recall. Should your commodity be part of a recall, we may instruct you to hold on to the item for pick up. We may also instruct you to destroy the product by first contacting your local County Health Department for instructions on how they wish the product to be destroyed. The County Health Department must provide a Destruction Report which you will forward to our office along with the Food Loss Report form.

The main thing to remember is to plan ahead before a recall or any emergency occurs. Make sure these emergency procedures are a part of your ongoing training, much like you would a fire drill. Stay tuned, in upcoming newsletters, we will discuss equipment failure, utility failure and natural disasters.

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### Northern Region

Shirley Nicholson

501-371-1406 (Office)

501-749-7483 (Cell)

### Central Region

Marilyn Credit

501-371-1413 (Office)

501-749-7507 (Cell)

### Southern Region

Chris Dyer

501-371-1411 (Office)

501-772-5904 (Cell)

### Specialist Supervisor

Rosalind Reams

501-371-1400 (Office)

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## Upside-Down Cobbler

### Makes 8 servings

1 (15.5 ounce) can of any *canned fruit*

1 cup baking mix (see page 15)

½ cup water

¼ cup *vegetable oil*

½ cup sugar

1. Preheat oven to 350°F.
2. Drain and pour fruit into 8 x 8 inch pan.
3. Combine baking mix, water, oil, and sugar. Pour mixture over fruit.
4. Bake for 25 minutes at 350°F. Excellent served while hot with ice cream.



Procrastination is like a credit card: it's a lot of fun until you get the bill."

"Christopher Parker

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