

INSIDER

The Magazine of ACFSA
The Association of Correctional Food Service Affiliates

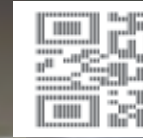
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President's Message

By Robin Sherman, CCFP, CFSM, ACFSA President

Attention ACFSA members,

Is the “Power of Food” in your institution really in your hands? Do your Correctional Food Service workers need more training on inmate manipulation? Do you need to know more nutritional facts about your Correctional Food Service menus? Do you have boundary violations by employees with inmates? Are you meeting Food Service challenges in the juvenile facilities? Are you looking to reward your Correctional Food Service Professionals with industry awards?

Answers to all of your questions and a great opportunity to network with your peers and Correctional Food Service vendors will all be here. **YOU DO NOT WANT TO MISS THIS CONFERENCE!!** Join us in Niagara Falls, New York where the “Power of Food” will fall in your hands in several diverse areas of Correctional Food Service. Constant training and education is the key to having the Power of Food completely in your hands!

We are a very unique organization that is determined to pass along our message of Food Service education to all those in Correctional Food Service. Registrations are already coming in for the 2015 ACFSA Annual International Conference and Vendor Showcase in Niagara Falls, New York from August 23rd thru August 27th, 2015. Register online now at www.acf-sa.org and then reserve your rooms at the Sheraton at the Falls Hotel. This year's proximity to the Canadian border gives Connie O'Connor and me a unique



opportunity to Co-Chair the Conference utilizing a committee comprised of both American and Canadian Members. It's truly an International collaboration in 2015 and we could not be more excited!

I am very thankful for the dedicated and professional people that we have in our organization. Together we have formed the tradition of process in establishing and raising the standards of excellence and professionalism in the Correctional Food Service Industry and we bring together highly skilled food service workers who are interested in the common goal of providing nutritious, cost effective meals for confined populations.

Robin Sherman CCFP, CFSM
ACFSA International President



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The Measles Outbreak

The measles outbreak that began in California is rapidly expanding. At this writing, there are now 51 confirmed cases of the illness with 45 in the Southern California area and another 6 cases making their way through Colorado, Utah, Washington State and Mexico. Health officials are warning that more people will probably become ill with the highly contagious virus.

The first sign of measles is usually a high fever (10 to 12 days after exposure) and lasts 4 to 7 days. A runny nose, a cough, red and watery eyes, and small white spots inside the cheeks can develop in the initial stage. After several days, a rash erupts, usually on the face and upper neck. Over about 3 days, the rash spreads, eventually reaching the hands and feet. The rash lasts for 5 to 6 days, and then fades. On average, the rash occurs about 14 days after exposure. No specific antiviral treatment exists for measles virus.

A person with measles is infectious as soon as coughing and sneezing begins, but before the telltale rash appears. According to the CDC, Measles spreads through respiratory droplets that become airborne during a cough or sneeze. "You can catch measles just by being in a room where a person with measles has been — even if that person has left the room."

Health officials are urging people suspected of having the measles to first call their health provider before going to a clinic, enabling caregivers to make special preparations so patients don't risk infecting others in the waiting room. For more on preventing or minimizing the risk of an outbreak of an infectious disease or virus, please see the article on pages 4 and 5 of this issue of INSIDER magazine.



HEALTH CRISIS AND US

SUBMITTED BY: ROBIN SHERMAN ACFSA PRESIDENT
AND PHIL ATKINSON ACFSA PAST PRESIDENT



Recent media coverage of the Ebola Virus, Enterovirus (EV-D68) and now a Measles outbreak has greatly increased public awareness. At this time the risk of Ebola and Measles spreading in the United States and Canada is an ever-present concern. The safety and health of ACFSA members and their “guests” is always ACFSA’s highest priority. Please be assured that ACFSA is monitoring news from the Center for Disease Control and the World Health Organization for the most current information regarding these two diseases.

As managers and supervisors we need to be aware of any situation that may impact the health of our staff and our “guests” and be prepared for potential outbreaks of communicable disease. Now is a good time to remind all of our staff to follow good sanitation practices and be aware of our institutions’ Policies and Procedures as they relate to an outbreak.

- **Proper and frequent hand washing is one of the most effective ways to prevent the spread of communicable diseases.**
- Cover your mouth and nose with a tissue when you cough or sneeze. If no tissue is available, *cough or sneeze into your upper sleeve, not your hands.*

Be prepared for a viral outbreak:

- Have a viral disinfectant on hand in your area. Ecolab Encompass TB Disinfectant Cleaner is one such product; there are others available – check with your supplier. As with most other products, be aware of the expiration date of these products.
- Discuss potential illness prevention and response plans with your staff, facility management, health services management and the person responsible for facility maintenance. Some of the questions that need to be addressed are:
 - Who is responsible for cleaning and disinfecting which areas?
 - What disinfectant is being used? Is it effective against viruses? Can it be used in a food production area?
 - What steps will be taken if there is a viral illness outbreak?
 - How can we work together to keep illness out of the workplace and, more importantly, keep it from spreading in the workplace?

What can we do to prevent the spread of illness at work:

- Follow good, common sense practices when an employee reports to work ill. Staff experiencing symptoms of vomiting, diarrhea, sore throat, fever, jaundice or infected wounds on exposed areas of the body must report these symptoms to their manager/supervisor immediately. They should be advised to see a doctor, sent home and must not be allowed to return to work until they have met all of the local health and food safety regulations.

- HACCP requires keeping an Employee Illness Log. This is a good idea even if you are not under a HACCP Plan. You and your staff also need to be aware of what diseases need to be reported to your local health authorities.
- Staff that is suffering from persistent, uncontrolled sneezing, coughing, runny nose or discharge from the eyes, nose or mouth must be restricted from working with exposed food, unwrapped single-serve articles, clean foodservice utensils and equipment or linens.
- Consult your Health Service Director and/or Institution Administrator when you have an employee returning to work after traveling to an area where Ebola is present.

Some preparatory steps you can take to be ready should an outbreak occur:

- Review your institutions' pandemic plans; be sure they accurately address the needs of an outbreak. Encourage institution leadership to have a specific Ebola Plan.
- Review proper hand washing and other hygiene procedures with your staff – civilian and inmate alike. Also review any health reporting requirements as set out by your local health department and/or institution.
- Work with the institution's Health Services Manager to provide proper hand washing procedure training for **all** inmates/detainees and security staff.

For the most current information or to find out more please go to the CDC website: www.cdc.gov



You can only get Ebola from touching bodily fluids of a person who is sick with or has died from Ebola, or from exposure to contaminated objects, such as needles. **Ebola poses no significant risk in the United States.**





Treasurer Report

By Lt. Tim Thielman CFSM, CCFP, ACFSA VP Elect / Treasurer

Our 45th Annual Conference was a success and I would like to send my heartfelt thanks to everyone who contributed to the success of the event. I know I say this a lot but I don't think I can say it enough when I say thank you to all of the vendors who are a part of this organization. The food service members recognize the tremendous amount of time and resources you provide this organization and we truly appreciate everything you do.

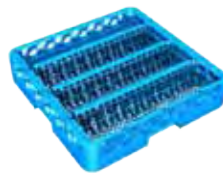
As I start my first year of the Presidential Series I would first of all like to thank you for your support and express to you all how humbled I am at this opportunity to serve you and be involved at this level in this fine organization. We have come a long way from where we were at not that many years ago and because of the ground work that has been laid by my predecessors I remain optimistic about the future of this organization. On the other hand, even though we just celebrated 45 years of existence and as much as I would like to think so, there is no guarantee that the ACFSA will be around in another 45 years.

I do know one thing for certain though, there will always be people incarcerated who will need to eat and there will always be food service workers who will need to feed them. Those food service professionals will need the training and strong network that we all have. The future of The ACFSA depends on membership and we cannot keep this organization a secret. Every year we see our brothers and sisters of correctional food service retiring from this profession and we need to promote the ACFSA to the

younger generation of people who are entering the field of food service. This is why we have created a special student rate for membership. I would like to task all ACFSA members to contact your local technical colleges and culinary schools and spread the word about our profession.

While we were in St. Louis I invited students from L'École Culinary Institute to attend our training sessions and vendor show. There were seven representatives from L'École that attended the training on Leadership and then attended the vendor show. There was one that attended the National Restaurant Association's Allergen training and she received her certification. There were also two students and the Career Services Director from L'École that volunteered to judge our Regional Fruit Carving Competition. Kevin Obrien and I were able to spend a little time chatting with all of them about the profession of correctional food service and (like most of us) none of them had even thought about this as a profession. Being a Certified Chef, Kevin was able to share his many years of experience in the hospitality industry as well as his 20 plus years in correctional food service. I believe it was an eye opening experience for all of them all and hopefully we planted a seed for their future consideration.

I look forward to serving you and if I can do anything for you as your VP Elect / Treasurer, please feel free to contact me at tim.thielman@co.ramsey.mn.us



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Executive Director's Message

By Jon Nichols, IOM, ACFSA Executive Director

Winter 2015! We're starting a new year and once again I can't believe how fast time is going by. That said, I don't want to lose track of what a great year 2014 was both personally and for ACFSA.

ACFSA has been a blessed organization through the years with outstanding membership and leaders with a passion for the Industry, a desire to stay current with the latest trends, and to provide training and networking opportunities for themselves and their Industry peers. In 2014 this penchant was never more evident as our Immediate Past-President, Phil Atkinson and our current President, Robin Sherman both took their board roles very seriously and worked tirelessly to provide training opportunities for membership as well as to better position ACFSA in the Food Service Industry.

Phil was awarded the *Foodservice Equipment Reports'* 2015 Industry Service Award which was created by *FER* in 2005 to honor those who have made substantial contributions not just to their firms and associations, but to the equipment and supplies industry as a whole. I couldn't be happier or more proud of Phil for this well-deserved recognition.

Robin's profile continues to grow in the Correctional Food Service Industry and we couldn't be luckier to have her energy and motivation to bring ACFSA to the next level. She is tireless in her promotion of the Industry as well as our Association. She is co-chairing the 2015 Conference with Connie O'Connor, ACFSA Region V Director, and this year's show will be a true International effort as our Ontario, Canada

members join Robin and the Michigan Chapter to shape the program. You can take a look at the Tentative Agenda on page XX of this issue of *INSIDER*, so please take a moment to check it out and get yourself excited about the Niagara Falls Conference!



This is also a great opportunity for you to make a vacation out of Conference as the area offers a ton of great adventures that couples and families will enjoy. The Falls, of course, are the star and both the U.S. and Canadian sides offer dramatic and dramatically different views of Mother Nature's majestic work of art. You'll be awed by the beauty for sure. While the Canadian side offers the classic and most photographed view of the Falls, the New York side has great trails and natural beauty. Both sides have restaurants aplenty but the Canadian side has a carnival atmosphere with shops, fun houses, arcades, buskers... it seems to go on and on! And both sides have hiking trails, tours, museums... and wineries! Yes, believe it or not, the area boasts a number of wineries and breweries that are growing in popularity and quality.

Continued on Page 9

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And don't forget what is probably the most exciting excursion of all.. a boat that takes you so close to the churning, raging, pounding, whirlpool waters at the bottom of the Falls that a raincoat will not keep you dry! It's sure to thrill you and it's not to be missed! Or should I say it's not to be Mist!?

Either way, you're gonna want to make time to do this while you're in Niagara Falls. For the more adventurous, there is a jet boat that speeds dangerously close to the rocky edges and zips through the class 5 rapids of the Niagara River like a hot knife through butter!

As I mentioned, there are attractions and diversions on both sides of the Falls, and that brings up a great point! If you do not yet have your Passport, don't delay... get one today! It's easy and you'll need it to get across the border and back. From New York, it's an easy 10-15 minute walk across the bridge to Canada and it's so worth the trip!



Visit <http://travel.state.gov/content/passports/english.html> if you are a United States citizen, and visit <http://www.servicecanada.gc.ca/eng/goc/passport.shtml> if you are Canadian and planning to come to New York to be with us!

I'll have more information about what fun things you can find to do in Niagara Falls on your free time as the year progresses. Enjoy the rest of your winter and I'll see you again in the Spring!

Medical Diets - Standardized, New and Obsolete Terminologies

By Barbara Wakeen, MA, RD, LD, CCFP, CCHP

I often speak about Standardized Medical Diet programs and Diet Terminologies to ensure what diets are ordered, are those modifications expected and served. A Standardized Medical Diet program links Food Service and Medical Departments in meeting the nutrition therapy needs of our populations. We all know the importance of good communications with the Medical Department, and we know the number of medical diets can snowball if there isn't good communication with the medical department, along with a continual monitoring system.

As dietitians, we are responsible to ensure the therapeutic diet needs of our populations are met. I recently reviewed a list of diets for a prison with more than 30% diets. The orders were for all types of restrictions including 'no this' and 'no that', i.e., beans, soy, processed meat, salad, fish, onions, mushrooms, eggs, apple, cabbage, nuts, vinegar, oatmeal, and more in one or multiples of these limitations. Typically these are preferences, but not always, sometimes they are allergies or intolerances, but should be listed as such. In addition, the terms used were not always consistent with recognized therapeutic diet

terminology fitting a specific diet such as:

- Splenda each meal
- Diabetic-ADA-Snack x 2 - Reduced Carb – double entrée, peanut butter 1 x daily, 2-3 oz – no beans – no soy – no chicken – 4 pcs fruit daily
- Bland - Diabetic/ADA snack – gluten free – no meat – restricted fiber
- No nuts – low sodium – cereal w/ milk X 3 - bland – no peanut butter – Splenda each week – no seeds

There were several diets such as these combinations on the 18 page list. Trying to narrow some of these down to a therapeutic diet w/modifications is challenging, time consuming and costly overall for Medical, Food Service and other disciplines. Needless to say, my recommendation was to set up a Standardized Medical Program with diets ordered based on a medical need, not on food preferences. In addition, I requested to meet with Medical to discuss setting up a standardized program.

Continued on Page 11

I use the *Nutrition Care Manual (NCM)* from the Academy of Nutrition and Dietetics as a diet manual resource as it is evidence based and is updated frequently. One of the areas I discovered a couple years ago in the manual was the information on 'obsolete diets'. I was gathering reference information for a Low Residue diet, only to find that the terminology was considered 'obsolete' and the Low Fiber diet had replaced it. (Note: In looking for it to reference in this article 'low residue' was not even listed.) There are several diet terms that the NCM has deemed as 'obsolete.'

The following are some disease states with associated obsolete diet terms we use in our facilities:

GERD – Gastro esophageal Reflux Disease

The **“bland diet”** and the use of milk to treat heartburn are considered to be obsolete.

Recommendations that may reduce the symptoms of GERD are a trial of limiting or eliminating the following foods:

- Peppermint and spearmint
- Chocolate
- Alcohol
- Caffeinated beverages (regular tea, coffee, colas, energy drinks, other caffeinated soft drinks)
- Decaffeinated coffee and decaffeinated regular tea (herbal teas, except those with peppermint or spearmint, are allowed)
- Pepper
- High-fat foods, including:
 - Reduced-fat (2%) milk, whole milk, cream, high-fat cheeses, high-fat yogurt, chocolate milk, cocoa
 - Fried meats, bacon, sausage, pepperoni, salami, bologna, frankfurters/hot dogs
 - Fried foods

- Nuts and nut butters
- Pastries and other high-fat desserts
- More than 8 teaspoons of oil, butter, shortening per day

- Any fruits or vegetables not tolerated

Diarrhea

Clear liquid diets are now considered obsolete because of the often high sugar content and resulting hyperosmolality that may exacerbate diarrhea.

Gallbladder

The use of very-low-fat or fat-free diets are no longer required for treatment of gallbladder disease.

Peptic Ulcers

- Sippy diet
- Bland diet
- Increased amounts of milk

Hypertension

Nutrition therapy used for the treatment of hypertension was previously called:

- Low sodium diet
- Low salt diet
- No added salt diet
- Mild salt restricted diet

Hypertension Nutrition Therapy now references the DASH (Dietary Approaches to Stop Hypertension) plan which reduces sodium. In general, if a food has more than 300 mg per serving, it's likely not a good choice in the hypertension nutrition therapy plan. Dietary goals for persons with hypertension are 1,500 milligrams (mg) and 2,400 mg sodium per day.

Renal Diagnoses

Acute Renal Failure

- Renal diet (a single diet for all renal diseases)
- Low-protein diet

Continued on Page 12

Nephritic Syndrome

- Renal diet (a single diet for all renal diseases)
- High-protein diet

Chronic Kidney Disease

- Renal diet (nonspecific for stage of kidney disease)
- 60 g protein
- 60 g protein, 2 g sodium, 2 g potassium
- Giovanetti diet

Chronic Kidney Disease is addressed in stages of 1 – 4 with diabetes and stage 5 for those on dialysis and not on dialysis. There are other kidney related nutrition therapies for various states which reflect back to why one ‘renal’ diet doesn’t fit all.

Heart Failure

Diets often prescribed for populations with heart failure include:

- Low-sodium diet
- Low-salt diet
- No-added-salt diet
- Mild-salt-restricted diet

Heart Failure Nutrition Therapy is the new terminology replacing the diets as listed above. The focus of the diet is still low sodium along with monitoring of fluid and weight changes.

Hypercholesterolemia (hyperlipidemia)

Multiple nutrition therapies for hyperlipidemia:

- Low-cholesterol diet
- Low-fat diet
- American Heart Association I or American Heart Association II diet
- National Cholesterol Education Program Step I or National Cholesterol Education Program Step II diet

- Heart-healthy diet
- **High Cholesterol Nutrition Therapy** now references the Therapeutic Lifestyle Changes (TLC) diet plan designed by the National Cholesterol Education Program (NCEP) for those with elevated cholesterol levels. This diet limits the amount (25% - 30%) and types of fat in the diet and encourages omega – 3 fats (fish twice a week), emphasizing daily fiber intake (20 – 30 grams), whole grains (3 oz) and cups of fruits and vegetables per day and exercise.

Type 1 and Type 2 Diabetes

- No concentrated sweets
- No sugar added
- Low sugar
- Liberal diabetic

Per the NCM, none of these approaches to food and meal planning is considered appropriate as each unnecessarily restricts sucrose.

In addition, the term “ADA diet” has never been clearly defined, but has historically meant a physician-determined energy level (calorie) with a specified percentage of carbohydrate, protein, and fat based on exchange lists, e.g. 1800 cal ADA Diet w/PM Snack. **This term should no longer be used because neither the Academy of Nutrition and Dietetics nor American Diabetes Association endorse any single meal plan or specified percentages of macronutrients.**

Terminology now references Type 1 and Type 2 Diabetes Nutrition Therapy and emphasizes carbohydrate counting noting typical patterns of 3 – 5 carb choices per meal and 1 – 2 for snacks. In our populations, these ranges are often higher given the higher calorie ranges we offer.

Reactive Hypoglycemia (non-diabetic)

Traditional practice to avoid foods containing sugars

Continued on Page 13

and to eat protein- and fat-containing foods is no longer appropriate.

Per the NCM, “Recent research on the glycemic index and sugar raises questions about the appropriateness of restricting only sugars, as many of these foods have a lower glycemic response than many of the starches that were recommended in the past. Furthermore, protein is also a stimulant of insulin and a high-fat intake, especially saturated fats, may interfere with the body’s use of insulin.” I see these diets associated with bariatric patients which may incorporate yet other diet modifications.

Diverticular Diagnoses

Historical diet recommendations have been to avoid nuts, seeds and hulls.

Per the NCM, recent literature questions this recommendation based on the lack of published research supporting these common nutrition recommendations ([Sheth, 2008](#); [Strate, 2008](#); [Eglish, 2006](#)).

Current Trends in Corrections

The trend in corrections is to offer simplified diet plans that may combine more than one dietary restriction, such as Cardiovascular (low fat-cholesterol-sodium), Cardiac/Diabetic or even have a ‘Heart-Healthy’ main population menu with or without consistent carbohydrates which reduces medical diet needs even further. Of course, some of these ‘self-defined’ terms to standardize diets in our facilities are based on some subjective items such as state/agency standards, practice approved by the Medical Department, availability of special foods, i.e. reduced sodium meats, sugar free beverages.

The term many of us reference as ‘Heart Healthy’ is most often consistent with the 2010 Dietary Guidelines “general, healthful” diet (depending on our definitions). In general, it is typically lower in sodium, fat (amounts and types, i.e. saturated and *trans* fat) and cholesterol, higher in fiber w/ whole grains, fruit and vegetables, has limited protein w/emphasis on lean meats, and incorporates fish and legumes as well as low fat dairy products. Sweets, desserts and sugary drinks may also be limited or eliminated.

The general, healthful diet is also consistent with Therapeutic Lifestyle Changes (TLC) and the American Heart Association’s diet recommendations which also reference the Dietary Approaches to Stop Hypertension (DASH) diet. In essence, for many who incorporate the restrictions of these diets in our main population (or Heart-Healthy) menus, we can eliminate many medical diets e.g. cardiac, cardiovascular, low sodium, etc. promoting health across the board. If the menus are further modified to include consistent carbohydrates, the general, healthful diet can replace those diets listed above deemed as ‘obsolete’ such as no concentrated sweets, American Diabetes Association (ADA) diet, diabetic diet, or diabetic diet with a specific kilocalorie level (e.g., 1,800-kcal ADA diet). As dietitians we should consider the new terminologies and diet modifications in our specialized niche that may replace current practices and some of the obsolete terms noted above.

ACFSA Networking Discussion Group Information

If you would like to be added to the Dietitians in Corrections networking listserv, please email me directly at bwakeen@neo.rr.com. This is an informal discussion group and your name/email address will be listed in each email sent to the group. You do not have to be a dietitian to be on the list.

DHCC EML

Dietetics in Health Care Communities (DHCC) has an EML for the Corrections Sub-Unit. To participate, one must be a DHCC member, which means being a member of the Academy of Nutrition and Dietetics as well. Emails communicated through this group are sent through a private email address for DHCC members only. To join, visit www.DHCCdpg.org or contacts Marlene Tutt at lenetutt@yahoo.com. There are many member benefits including networking, publications and continuing education credits.



St. Louis Conference Thank You Letter

By Glen Gosse

Greetings

My name is Glen Gosse and I am a proud ACFSA member. Recently I had the good fortune to be offered a scholarship from our organization to attend the National Convention in St. Louis. I of course accepted with excitement and a little trepidation about attending such a large event and knowing only the few Ontarians that were attending.

Any nervousness was unwarranted as I have never met a more welcoming group of people. I know many members read the magazine, and enjoy the articles and pictures, but stop short of considering going to a regional or national conference. This may be for a variety of reasons, but I feel that everyone should attend at least one in their career. It will change how they view their job and work relationships.

We are not alone. As Benson Li, Los Angeles County Sheriff's Department and Past-President of ACFSA said "no matter what size the institution, it is all the same." This wise statement comes from a man who oversees an operation feeding twenty thousand meals a day to someone who serves just over a hundred. It was these interactions with the people from our industry that refreshed my outlook and gave me a different perspective to address the challenges we all have.

The daily seminars were informative, candid and above all tailored to the audience. I was not attending an event where I was the only foodservice person and had to adapt what the speaker was saying to fit my job. Instead it was directed right at the heart of my daily work life to be brought home and used to improve my work place.

A more beautiful hotel would be hard to imagine than that of Union Station. It was spacious while being intimate. The main entrance was awe inspiring and the staff attentive and professional. Even though it was held during a trying time for St Louis our hotel and conference never experienced a single negative. Everyone raved about the city with its diverse food, culture and architecture. The agenda of the conference was full but allowed for some time to explore the city and I can happily say that I saw many of the historic and modern landmarks. A better location would be hard to find. With maybe the exception of next year, when my region co-hosts the Niagara Falls National Conference.

I wanted to express my appreciation to the National Association of ACFSA for their scholarship and Region V for their support. I also would like to thank my workplace, Sprucedale Youth Centre, for their backing and encouragement. As well I am truly indebted to Connie O'Connor, Marcella Maki and Dave Sharma who tirelessly introduced me to fellow attendees and made St Louis one of the best learning events I have ever attended

Thank you and hope to see everyone next year in Niagara Falls.

The Power of Food Falls in Your Hands

Niagara Falls 2015

August 23-27, 2015

***Sheraton at the Falls, New York
The Conference Center at Niagara Falls***



Keynote Speakers

The Power of the Service We Render



Major Sam L. Davis is the Jail Administrator for the Ingham County Sheriff's Office in Mason Michigan. Prior to joining the Sheriff's Office, Major Davis spent thirty three years as a teacher, building principal and then Central Office administrator in the Lansing School District.

Major Davis volunteers on several local community boards including having served as Chairman of the Board of Highfields Inc., the Capitol Region Community Foundation and vice chair of the Ingham County Community Correction's Advisory Board. He has also volunteered his services as a committee chair for the past eleven years at the City of Lansing's Common Ground Music Festival.

Currently Major Davis is serving as the State Chair for the Jail Administrators of the Michigan Sheriff's Association (MSA) and has represented the MSA on various committees including the State Fire Penal Code Advisory Committee. Major Davis was appointed to the Governor's Task Force on Racial Equity.

He is an outstanding high wrestling official having worked more than 30 State Finals. The Major has a black belt in judo and karate was an Olympic Trials Qualifier for the 1980 Olympics. Major Davis is a member of the Greater Lansing Sports and the Eastern High School Halls of Fame.

Major Davis is a proud Michigan State Spartan having earned his Bachelor's and Masters Degrees at Michigan State. He is currently on the Michigan State University teaching staff in the School of Criminal Justice. Major Davis is a nationally Certified Jail Manager through the American Jail Association.

He is the proud father of two successful college graduates.

Boundary Violations - Power, Connection and Responsibility



Boundary violations are one of the most significant leadership and policy concerns in the field of modern corrections. The power of the correctional culture and structure make it difficult to understand why employees become involved in boundary violating behavior. In addition, rules, laws, and education exist to repeatedly inform correctional employees and volunteers about the consequences of boundary violating behavior. So why do these incidents continue to occur? Some correctional professionals believe these violations are the result of hiring the wrong person—the Bad Apple Theory. This type of thinking implies that the individual knowingly violated clearly established rules and the individual was the problem.

However, the issues of power and connection have not been fully explored. In this presentation Dr. Jones will present information that begins to address these issues. Additionally, responsibility of preventing boundary violations will be addressed from an organizational and personal perspective. The roles of co-workers and supervisors will be explored.

Dr. Susan Jones retired from Colorado Corrections after 31 years of service. Dr. Jones began her career in corrections in 1981 as a Community Corrections Counselor. In 1985 she entered the Department of Corrections as a Correctional Officer at the Fremont Correctional Facility. She then moved up through the ranks as a Sergeant, Lieutenant, Administrative Manager, Associate Warden until her appointment as Warden. She served as the warden at the San Carlos Correctional Facility, LaVista Correctional Facility, Colorado State Penitentiary, Centennial Correctional Facility and Fremont Correctional Facility. During her career she has worked with male and female inmates and at all custody levels. Her assignments included training, programs, custody/control, administration, and case management.

Dr. Jones has a bachelor's degree in Behavioral Science from the University of Southern Colorado, a master's degree in Criminal Justice Administration from the University of Colorado, Denver, and a doctorate from the University of Colorado, Colorado Springs. Dr. Jones' research interests revolve around issues that correctional employees face, as well the training and educational preparation provided to employees at all levels of the corrections systems. Dr. Jones believes that the challenges faced in the criminal justice system can be met by prepared employees that are given the tools and encouragement to provide the leadership necessary to change the systems.

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2015 Agenda Highlights



Sunday, August 23, 2015

Golf Tournament at Hickory Stick Golf Course
Family Outing - 'Discovery Pass', \$40 – *Maid of the Mist, Cave of the Winds, Aquarium, Movie*
ServSafe Training - Certification/Re-Certification
CCFP/CFSM Workshop - Application Assistance
Chapter President's Meeting
First Time Attendee Reception
President's Reception

Monday, August 24, 2015

Opening Ceremonies & Breakfast
ACFSA Business Meeting
Keynote Presentation - Major Sam Davis
Breakouts - Educational Sessions
Regional Round Table & Vendor Meeting
Vendor Reception - Wine Tasting Event

Tuesday, August 25, 2015

Keynote Presentation - Susan Jones
Vendor Showcase
Breakouts - Educational Sessions
Cook-Off Competition - Regional Cut Throat Kitchen
Awards Banquet and Photographs

Wednesday, August 26, 2015

Fun Run - Goodsource
Breakouts - Educational Sessions
2015/2016 Vision - New ACFSA Executive Board
Conference Certificates

Thursday, August 27, 2015

Keynote Presentation - Benson Li
Tour - Niagara County Jail, Lockport, NY

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Our Conference Hotel for the 2015 Annual International Conference and Trade Showcase is the Sheraton at the Falls in Niagara Falls, New York! Book now so you don't miss out on a great rate. With the rate offered two days pre and two days post Conference, this is an outstanding opportunity for you to make vacation plans for the family and take advantage of this gem of a location. With the majestic beauty of the Falls mere steps from the hotel, wine country, water sports, hiking and Canada just over the bridge, you will have tons of options to keep you occupied! And, make sure that you bring you Passport as Canada is a brief walk across the bridge!

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August 23-27, 2015 ▲ Niagara Falls, New York ▲ Sheraton at the Falls



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Guest Name _____

Guest Name _____

REGISTRATION FEES

Number of Attendees	Type of Registration	Early June 23, 2015	Regular July 21, 2015	Late July 22 - On-Site	Amount Due
	ACFSA FOOD SERVICE, INSTITUTIONAL OR RETIRED	\$225	\$275	\$325	
	ACFSA NON-MEMBER <i>FOOD SERVICE EMPLOYEES ONLY - NO EXCEPTIONS**</i>	\$300	\$350	\$400	
	GUESTS <i>(INCLUDES FRIENDS, RELATIVES, ONLY)</i>	\$150	\$175	\$225	
	ONE DAY MEMBER AND NON-MEMBER <small>DOES NOT INCLUDE BANQUET</small> <i>FOOD SERVICE EMPLOYEES ONLY - NO EXCEPTIONS**</i> <small>PLEASE SPECIFY DATE: SUN MON TUES WED THURS</small>	\$95	\$120	\$150	
	VENDOR SHOW ONLY <i>FOOD SERVICE EMPLOYEES ONLY - NO EXCEPTIONS**</i>	\$25♦	\$30♦	\$35♦	
	SERVSAFE PROGRAMS INCLUDES BOOK, MATERIALS & TEST	\$50	\$50	\$75	
	GOLF TOURNAMENT	\$90	\$90	\$90	

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CANCELLATIONS REQUESTED IN WRITING TO ACFSA WILL BE GIVEN A FULL REFUND IF RECEIVED ON OR BEFORE JULY 21, 2015. CANCELLATIONS RECEIVED AFTER JULY 21, 2015 & NO-SHOWS WILL NOT BE REFUNDED.

REGISTRATION
REGISTRATION WILL BEGIN SUNDAY, AUGUST 23, 2015 AT 1:00 P.M. BADGES, PROGRAMS AND OTHER MATERIALS WILL BE PROVIDED AT THAT TIME. PLEASE BE AWARE THAT NO CONFIRMATIONS WILL BE SENT.

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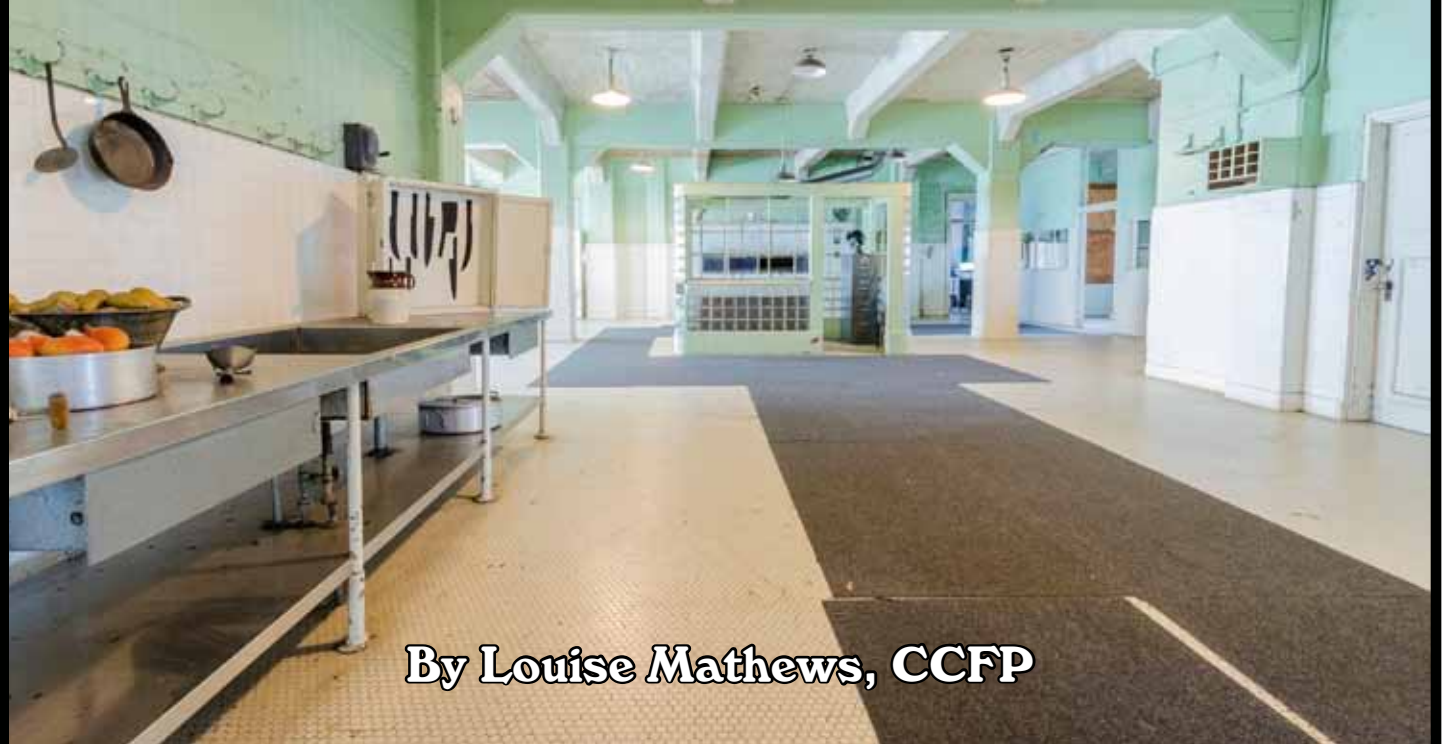
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JAIL HOUSE CUISINE - FROM THE RIGHT SIDE OF THE BARS



By Louise Mathews, CCFP

What is the most important thing to an inmate in jail? FOOD; when do I get some, what will it be like, will I have choices and will someone try to poison me? What is the main thing the inmates riot over, 97% of the time; it's the same thing! If the food isn't good there may not be a building standing in the morning. I personally never thought anything about food in jail; I just assumed it was gruel, bread and water with beans thrown in for good measure. I never dreamed there was so much to it!

I could not believe that every day they dragged inmates out of bed at 2:00 in the morning to fix breakfast for hundreds of other inmates. They were usually non-skilled, didn't want to be there and needed close supervision. This was, in my mind, a recipe for disaster but it was a fact of life in jails.

I joined the ACFSA in 1987, five months after starting as the San Diego Sheriff's Chief of Food Services. I received help and advice almost from day one and it made me not want to quit my job and run the other way. A few years later, Rose Hamilton, Bill Graves and I, along with a few other members, met at Folsom Prison and started the California Chapter. That was the beginning of my receiving even closer and more valuable assistance which grew along with our Chapter as more people became members. I never dreamed in a few years I would be privileged to go on the Board as President Elect and President.

I now know that there is no doubt that Correctional Food Service is the hardest, most dangerous and sometimes most thankless job in the Industry. Yet we do it every day, 365 days a year, and we do it well. We do it regulated to the max, with very tight budgets, sometimes with old and inadequate equipment.

We receive less pay than comparable jobs outside corrections and work under adverse conditions. Very often we do not have enough skilled civilian labor and normally far too many unreliable, dangerous and

uncooperative inmates who serve as our main work force. Somehow we make it work and “get her done”. Those of us in Correctional Food Service are a collective team which spreads over states and countries. We are resilient, professional and tenacious in the performance of our duties. We share our extensive knowledge, opinions and experiences at every ACFSA Conference and event.

Our vendors, who are an integral part of our team, travel among us and between us. They bring their own brand of knowledge and expertise as well as information on what everyone else is doing in our own unique corner of the Food Service Industry.

I have written a book called **Jail House Cuisine-From the Right Side of the Bars**, which is due to be released soon. First and foremost, I wrote it to commemorate my wonderful food service team, from 1986-2007, who, by their hard work, dedication and professionalism, made San Diego one of the best in the country. They are the reason we accomplished our mission each and every day and were able to excel and go the extra mile. We, in corrections, are judged by how many riots, complaints and law suits we *don't have*. I am proud to say that we met and exceeded all expectations in this area.

We in Corrections are on the cutting edge of the evolution of food service; many of us use the latest in technology and do it well. Our collective extensive rules, laws and regulations are some of the strictest in the industry. For example, many of us were using HACCP as early as 1989, long before it became the norm for others in the industry, outside of manufacturers.

Our expertise and knowledge is exemplified by the huge number of us who have received awards and honors in the Food Service Industry and not just in corrections. For example, many of us have received the IFMA Silver Plate Award which is the highest in the nation. Not so bad for jail/prison food, yes?

The second reason I wrote **Jail House Cuisine** is that I thought it was high time that the public was made aware of what goes on behind bars while we are providing millions of meals a day.

Food in corrections has always gotten a bad rap and the people who work in our field get the backlash from it. They are sometimes made to feel like second class citizens, which is very far from the truth. They need to know that we provide medical, special needs and religious diets. In addition, we are often tasked with producing meals for staff and officers, as well as catering events and food for all kinds of emergencies.

It is a memoir cookbook, complete with unique and funny stories and delicious recipes from San Diego Jail as well as some from other institutions around the world. I asked many of our members for contributions and some of you were kind enough to oblige me with stories and recipes.

I want to thank you all for your generosity. As usual, my fellow members assisted me when I needed them. I could not have done this book without you. All in all, I had 120 good recipes; only half of them would fit in the book. I will be putting out the rest of the recipes, a few at a time, on my Facebook page so look for more to come. Please feel free to add your own stories, recipes and experiences!

I hope you enjoy the book and that it creates public awareness of what we do and respect for how well we do it. I have the utmost respect and admiration for all of you who work in Correctional Food Service. I know that no matter what, you will continue to do your best; I am very proud to be counted as one of you.

Editor's Note: Louise was one of our IFMA Silver Plate Award winners. She has also been responsible in encouraging other ACFSA members who have gone on to win.

Robert E. Ellsworth Correctional Center Inmates Build Two Greenhouses

By Diane Burczyk, CCFP, FS Supervisor, Canteen Supervisor
Robert E. Ellsworth Correctional Center



A group of inmates at Robert E. Ellsworth Correctional Center recently constructed two greenhouses as part of an on-going project to expand the garden program.

The first greenhouse, a standard pre-formed unit that measures 10 feet by 15 feet is made of a plastic frame and panels. The second greenhouse was selected by a sergeant and the food service manager as a cost-saving option.

The cost saving greenhouse, which is made of recycled plastic soda bottles, is 6 feet by 8 feet. The soda bottles used in this project were saved over the past year and each bottle had to be washed, labels removed, cut, and stacked on bamboo poles. Throughout the planning, design and construction the women used many skills such as geometry, teamwork, construction, and brainstorming. These skills and experiences will be valuable upon their release.

The greenhouses have the capacity to grow over 100 flats of vegetables and/or flowers at one time, which could mean up to 5,000 individual plants. That is in addition to the indoor Garden Center where seeds will be started before the plants are moved into the greenhouses. Next year the Garden Center will have the capacity to start an additional 150 flats, or up to 7,500 more additional plants.

As the building began to take shape, it was evident that the women working on it were learning skills and gaining positive knowledge to take home with them. Being able to participate in a project that has a lasting effect and gives to others is a new concept for many. The hope is this will be the first of many such projects, both here at REECC and as something positive when the women are released.





The World of Food Dating

By Laurie Maurino, RD, ACFSA Vice-President

Dates on food are extremely confusing! Use-by, sell-by, best by? What does it all mean? Open dating on a food product is a date stamped on a product's package to help the store determine how long to display the product for sale. It can also help the purchaser know the time line to purchase or use the product at its best quality. It is not a safety date. After the date passes, while it may not be of the best quality, refrigerated products should still be safe if handled properly and kept at 40 degrees Fahrenheit or below.

Product dating is not generally required by Federal regulations. There is no uniform or universally accepted system used for food dating in the United States. This system is voluntary. Although dating of some foods is required by more than 20 states, there are some areas where almost no foods are dated. Most consumers think the system is standardized but it is not at all. Manufacturers determine for themselves how to set dates, if they want to use a date on packaging, what kind of date they will use and what the date means. The only items that are required by Federal law to be labeled for expiration are infant formula and some baby foods. Let's look at the most common terms:

Sell-by Most sell-by dates are found on perishables like meat, seafood, poultry and milk. This date is a guide for the retailers, so the store knows when to pull the item. This is not mandatory. The issue is the quality of the item (freshness, taste and consistency) rather than whether it is on the verge of spoiling. The sell-by date is the last day the item is at its highest level of quality, but it will still be edible for some time after.

Best-by This refers strictly to quality, not safety. This date is recommended for best flavor or quality. It is not a purchase or safety date.

Use-by This is also the last date recommended for the use of the product while at peak quality. The date has been determined by the manufacturer of the product. The California Retail Food Code does not allow retail businesses to sell food past the use-by date. Regulations can vary from state to state.

Pack date This date can be on canned or packaged goods but may be in code also known as Julian dating.

Expiration Date These dates are only federally mandated for infant formula and some baby foods. Food manufacturers must follow Federal laws requiring the food to be wholesome and fit for human consumption.

This article may have added to the confusion but please be aware of the state regulations in your region!



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The Seven Worst Things to Find in Your Refrigerator or Ice Machine

BY NICK JAKUBOWSKI

*Reprinted with author's permission from October 15, 2014 Food Safety News.
IceMachinesPlus.com*

Health inspectors get to see the worst of the worst when it comes to [commercial kitchens](#). They see the little extras that are left behind the refrigerator, they notice the smells in the walk-in freezers, and they notice the slime inside of the ice bin. We've taken our cues from the health inspectors and compiled some of the worst things that you can find in your own appliances.

1. Roaches

Roaches and other creepy crawlies are attracted to places where there's both food and water. This makes the kitchen the perfect place to hang out since food, shelter, water and warmth are available in abundance. They have no problems making nests inside and around appliances, hiding away from surface cleanings.

What should you do?

Start off easy and remove all of the food sources within your kitchen. This means clearing up crumbs, sweeping down near the backs of machines, and moving the machines enough to clear behind them. Don't be afraid to lay out some discreet traps.

2. Rodents

Rats and mice can be a horrible thing to find in your cooler, your ice machine, or other appliance. Having rodents means that they have access to your place, as well as a source of food, water and warmth. Remove these or make it harder for them to come in, and you should be able to get rid of the problem.

What should you do?

Like the roaches and the other creepy crawlies, it's time to remove the food sources. Make sure that all of your food is appropriately covered, sealed, and stored. Once it's full, immediately move your trash bin to the dumpster to be hauled away.

3. Slime

Slime, mold, and other bacterial growth can really put a damper on your day. These types of hazards don't merely grow in ice machines and refrigerators. Basically, anywhere that makes it easy for bacteria to grow, slime and mold can grow.

What should you do?

Make sure that there's a disinfectant in your cleaner. Wipe down all possible surfaces on which slime can grow, being very careful to wear gloves in the process. Look into an antimicrobial filter for your equipment, as well as antimicrobial treatment in the plastic itself.



Continued on Page 29

4. Bad Temperatures

The biggest reason that you keep your food cold is that, by chilling it, it slows down the growth of bacteria and other hazards. As those refrigerators and other cooling appliances get older, their capability of chilling goods diminishes unless it's wholly and properly maintained. Bad temperatures can be a result of many things.

What should you do?

First of all, knowing is half the battle. At least once a month, make sure that the temperature that your appliance announces is the actual temperature within the unit. If there's a significant difference, the best thing you can do is to have professional maintenance done on the machine. Remember, it's often cheaper to get service than to get a new machine.

5. Detritus

Every time that we touch something with our bare hands, something gets left behind. It might be skin cells, it might be bacteria from not washing our hands after using the bathroom, or it might be a combination of things. These materials get left behind in our ice machines and our refrigerators, potentially causing serious problems down the road.

What should you do?

Wash and sanitize your hands before handling anything within your appliance. If you're not able to wash and sanitize your hands, put on gloves to protect the appliance from errant skin flakes and other detritus.

6. Improperly Labeled Items

Improperly labeled items or things that aren't labeled at all can be a real hazard to your food safety. Unfortunately, it happens all the time in our home kitchens, as well as our commercial kitchens. How many times have you seen your friend's fridge go from wonderland to science project? We'd definitely be on the lookout for that.

What should you do?

Take out everything that's in your fridge or appliance. If you're not able to remember the exact date that you put it in there, throw it away. If something is in there and it's wrapped in newspaper from 1980, chances are it's not good anymore. Labeling and food storage are two of the most important things to remember for your kitchen.

7. Unidentified Standing Sludge

Sometimes it's not clear what you've found inside the ice machine or the refrigerator, but you are pretty sure that it's probably not supposed to be there. Having sludge in anything is considered to be bad, and collecting it in your fridge or ice machine is right out.

What should you do?

If you've got unidentified standing sludge in your appliance, you might want to get some serious cleaning materials to wash it out. Start with the small natural cleaners and then escalate. Make sure that you bring plenty of washrags to the scene and scrub like a mad person.



If you have any of these items (or creepy crawlies) within your ice machines, refrigerators, or dishwashers, there's definitely hope. You can take down most slime, bacteria and mold with disinfectants. You can scare away the rats and roaches by clearing out the open food and making sure that you've got some food-safe traps in the area. Any steps that you take toward getting these out will lead to a cleaner, happier and safer kitchen and home.

Leadership Spotlight



FISHING FOR INSPIRATION

By Special Agent Brendan Hansen

Leadership requires constant inspiration. It encompasses various skills and abilities that we need to practice and polish. Sometimes inspiration comes from everyday events. I recently experienced one such event on a family trip to the Outer Banks in North Carolina. My young son had been anxiously looking forward to the trip, partly because he knew he would learn how to fish. How would you describe the experience of teaching a youngster to fish? Fun? Exciting? Miserable?

My experience on the shores of the Currituck Sound was fantastic! And, I noticed a few things that apply directly to leadership in the law enforcement world. First, my example as a father played an important role in the desire of my son to fish and in his ability to face the challenges of the sport. As leaders do we take for granted the importance of serving as an example? Can we expect behavior from others that we do not demonstrate?

Second, teaching a youngster to fish takes time. You cannot spend too much time on your own, but you must monitor, instruct, and practice with the child. Effective leaders do the same—taking the time to watch their people at work, learn what they do, and offer personal guidance along the way.

Third, you must share the success. When my son landed his first fish—a nice bass—you would have

thought he had just caught a touchdown pass in the Super Bowl! All I could do in that moment was to cheer with him, then take a nice photo to share with the world. Effective leaders behave similarly, noticing and acknowledging the valuable work of others and never missing a chance to praise them and share in the success of a job well-done.

Finally, my son learned that sometimes you have to cut the line. Every fisherman catches the occasional branch or rock. As leaders we cannot lose sight of the big picture. Letting go of old personal habits or work programs that no longer prove effective can be difficult, but it ultimately pays off in ways we do not yet see. Take your leadership practices fishing, and see what you catch!

Special Agent Brendan Hansen, an instructor in the Center for Police Leadership and Ethics at the FBI Academy, prepared this Leadership Spotlight.

ASSERTIVENESS

By Deborah Southard

“As we must account for every idle word, so must we account for every idle silence.” – Benjamin Franklin[1]

Continued on Page 31

I spent this summer thinking about some advice offered by a colleague: “If you don’t stand up for your ideas, no one else will.” Though wise guidance, what I heard was, “If you don’t shove your ideas down their throats and go after them like a rabid dog, no one will ever back you.” I perceived it that way because, for some of us, even a remotely assertive attitude is an anathema to one’s personality. Outright aggression, on the other hand, is reserved for rallying help to aid a bus full of orphans trapped on the railroad tracks as the daily express train speeds toward them.

Leadership, whether in a titled or informal position, requires many traits, not all of which come naturally to each of us. Even for those who are more “confident and direct in claiming one’s rights or putting forward one’s views,” the puzzle of when to be assertive, or even aggressive, has many pieces. [2] When should we assert ourselves, and to whom? How forceful should we be? How often should we reassert ourselves? Concerns voiced too early, too often, and too loudly serve only to deafen those who should listen. They hear the instant disquiet much like one hears a dog bark at every leaf and bird as if it were a hostile, invading force. Concerns voiced too late or too quietly are much like mosquitoes—a quick slap or spray of repellent will extinguish them.

Those who avoid assertiveness often regret their lack of action later, which leads to negative feelings about oneself and the topic of concern. While it is not easy to develop assertiveness, many tools are available to help. Imagine you lead a squad supplied with woefully outdated and worn equipment. First, be realistic about what might happen if you are assertive. Is your imagined worst-case scenario really likely to happen? Will you be fired or demoted for requisitioning better equipment? Second, remember you are voicing a request for your squad—you are not trying to take anything from anyone else. Third, try role-playing your petition with a colleague or practicing in your car. Stating your request or opinion out loud can lessen anxiety. Lastly, put yourself in the shoes of the captain to whom the request is being made. Does the individual prefer informal conversations followed by specific paperwork? Would the captain rather receive a detailed report

supporting the purchase followed by a conversation later? Focusing on how the other person would like to be approached often curtails the focus on one’s own anxiety. As you go forward, remember, “It is not who you are that holds you back. It is who you think you are not.”[3]

Deborah Southard, a leadership program specialist at the FBI Academy, prepared this Leadership Spotlight.

WHAT SKILLS CAN WE LEARN?

By Ms. Irene Barath

When police agencies hire civilians to serve as sworn officers, training, of course, is a critical factor during orientation. Becoming a law enforcement professional requires the acquisition of specific knowledge, skills, and abilities (KSAs). These KSAs often are divided into two areas: academic—with a focus on federal and local legislation, as well as case-law decisions that guide professional police conduct—and physical skills—addressing use-of-force options and critical thinking or decision-making skills alongside techniques for officer safety.

My experience as a law enforcement educator and, previously, as a sworn officer has challenged me to consider what other skills we can learn to assist us in continued growth as professionals. Are there skills we can sharpen to better serve our communities and families while caring for our own physical and psychological well-being? I suggest three key areas where we can refine existing skill sets to increase our professional practice and quality of life: emotional intelligence, positive psychology (optimism), and resilience.

The concept of emotional intelligence comes from the research of psychologist Daniel Goleman and provides a basis for effective professional practice. [1] This includes being self-aware of events trigger an emotional response, choosing how to respond to these events, maintaining social awareness, and effectively managing our relationships with others.

Continued on Page 31

Understanding these skills and seeking to continually improve in areas, such as emotional self-control, optimistic outlook, the ability to give and take feedback, and the readiness to adapt to change, provide the opportunity to build healthy personal and professional relationships.

In her most recent book, *The Myths of Happiness*, Sonja Lyubomirsky identified some of the thought processes we use to set ourselves up for disappointment and frustration, which brings me to the second skill set—fostering a positive, optimistic attitude.[2] Dr. Martin Seligman, in his book *Flourish*, presented the research that led to the establishment of the Comprehensive Soldier and Family Fitness (CSF2) program.[3] Among other findings in the study of positive psychology, Dr. Seligman's research has identified that how we choose to approach the many different events that make up our lives is shaped by our perspectives and that we can lessen the impact of those events by controlling our attitudes.

According to the American Psychological Association, resilience is the process of adapting well in the face of adversity, trauma, tragedy, threats, or, even, significant sources of stress.[4] The topic of resilience often is referenced in sports and news stories to describe bouncing back from a disastrous outcome. That perspective is more like looking in a mirror and hoping we have the resources in place to deal with the event after the fact.

A more proactive approach is to build resilience during small challenges or setbacks so we will have a robust set of skills to access should we need them when faced with a devastating situation in some aspect of our lives. In the book *The Resilience Factor*, authors Karen Reivich and Andrew Shatte identified seven skills that their research indicated can be developed to improve resilience.[5] Many of these same characteristics, such as emotional self-control, empathy, and optimism, are found in the areas of emotional intelligence and positive psychology.

Although these skill sets or presented separately, they are linked in several important ways. In addition to the overlapping skills, another important linking factor is that each of these skill sets provides police

professionals with the ability to improve their communication skills. Improved communication skills, such as the ability to give and receive constructive feedback, can allow for the continued development of individual officers, as well as create an organizational culture of cooperation and collaboration, rather than competition and conflict.

The development of these skill sets has a significant impact on our individual ability to reduce stress and its negative physical impacts. Dr. Robert Sapolsky's book *Why Zebras Don't Get Ulcers* identified the many potential negative physical impacts of not managing our stressors well.[6] This is relevant information in light of the costs to individuals and organizations of lost time due to physical and psychological illness.

The culturalization process for a civilian to become an independent full-functioning police officer takes time, focused training, and coaching by experienced officers. Given the right support and training environment, we expect officers to learn how to become law enforcement professionals. As these professionals develop the skills needed to operate effectively and efficiently in their jobs, equally important is how well they learn to maintain their self-control, empathy, optimism, and self-awareness that make up our humanity. Many organizations, both public and private, have recognized the benefits of teaching emotional intelligence, resilience, and positive psychology skills in the workplace. By creating an environment of lifelong learning and discussing all aspects that contribute to professional practice, it is encouraging to know we can develop a set of skills to help us cope with the challenges of law enforcement responsibilities in a healthier way.

Ms. Irene Barath, an instructor with the Ontario, Canada, Police College in Aylmer, currently assigned to the FBI's Leadership Fellows program, prepared this Leadership Spotlight.

Prisoners in 2013

Submitted By Benson Li, ACFSA Past President

Interesting Facts

- According to U.S. Department of Justice Publication on Prisoners in 2013 by E. Ann Carson, PhD., on December 31, 2013, the United States held an estimated 1,574,741 persons in the state and federal prisons, an increase of 4,300 or 3% of prisons' population. 1,463,454 were male and 111,287 were female.
- Prisoners sentenced to more than a year under their jurisdiction increased by 5,400 inmates. In 2013, there are 478 inmates per 100,000 populations.
- Female prisoners sentenced to more than a year grew by almost 3%. Private prisons held 8% of the total US prison population. Inmates sentenced for violent offenses comprised 54% of the state prison population.
- The majority of inmates (58% male and 61% female) in state or federal prisons were age 39 or younger.
- Estimated 54% of inmates in state prisons were serving sentences for violent offenses. While 51% of the federal prison population were imprisoned for possession, trafficking, or other drug crimes.
- The number of persons admitted to state or federal prison during 2013 rose by 4% from 608,400 in 2012 to 631,200 in 2013.
- Private prisons held 8% of the total US prison population at year end 2013, and local jails housed an additional 5% of prisoners.

**Reference: US Department of Justice, Office of Justice Programs, Bureau of Justice Statistics, September 2014 NCJ 247282.*

- According to Surveillance for Foodborne Disease Outbreaks, United States, 2012 Annual Report:
- Foodborne illness cause an estimated 48 million illnesses each year in the United States, including 9.4 million caused by known pathogens.
- During 2012, 831 foodborne disease outbreaks were reported, resulting in 14,972 illnesses, 794 hospitalizations and 23 deaths. Foodborne outbreak defines as 2 or more cases of a similar illness resulting from ingestion of a common food.
- The number of outbreaks caused by Campylobacter increased from 30 in 2011 to 37 in 2012. 53% of the outbreaks were attributed to unpasteurized dairy products.
- In 2012, there were 11 (or 2% of the total) foodborne outbreaks from prisons and jails. 1,119 persons were ill which represent 9% of the total number of persons caused by the outbreaks.

**Reference: Surveillance for Foodborne Disease Outbreak, United States 2012 Annual Report.*

Why Bad Things Happen to Good Kitchens

By Jeff Nelkin, "Coaching Food Safety"



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Signs, signs everywhere a sign...

Over the past 35 years, while conducting thousands of kitchen inspections, I've discovered some common mistakes that most kitchens are guilty of. They are the kinds of things that can easily fall between the cracks at even a well-run operation.

Foodservice directors and restaurant managers have quite a bit of responsibility and oversee the big picture of running the business. Therefore, many of the small detailed duties that are not assigned to anyone in particular may go without being performed and may inadvertently result in crises or disaster. Can you learn from other restaurant's mistakes (or your own...)?

Continued on Page 35

Some of the most common examples of issues that leave the organization exposed are:

- Cooks not using thermometers and using their fingers instead to judge doneness.
- Prep staff handling raw chicken directly next to fresh produce.
- Leaving the kitchen wet, leaving food in the drains, not removing the trash to the dumpsters and not cleaning out the dead pests from the light shield, all of which attracts roaches and other vermin.
- Not cleaning the grease off the filters, which results in grease dripping into the food being prepared below.
- Food that is not covered, labeled or dated.
- Cracked or broken food containers or lids.
- Dented, bloated or rusty cans in the storeroom.
- Broken equipment being utilized with temporary fixes.
- Not having SDS (Safety Data Sheets, formerly MSDS) training or information available to staff.
- Poor documentation of training given to staff.
- Lack of food safety knowledge by employees in regards to their particular position.
- Failure to have an allergy policy.

In a recent CDC study released on June 28, 2013, they reported the following statistics on food safety and health issues: Restaurant workers who DID NOT wash their hands after handling raw beef with their bare hands equaled a whopping 62%. Kitchen managers in 40% of restaurants studied did not have a designated area and/or cutting boards for raw chicken. In addition, more than 50% of restaurants don't utilize thermometers when cooking chicken. Thermometers were used just 20% of the time to calculate that hamburgers were cooked to the proper temperature. It was also reported that 20% of workers worked a shift while they were sick with flu-like symptoms. [Read this news story for more on that report.](#)

Our motto is "Food Safety Comes First." You've spent years building the reputation of your operation. While the issues listed above may seem inconsequential, if not done or not done correctly, they may have a huge negative impact on your guests, on your employees and on your brand. Relying solely on third-party auditor does not take the place of daily good food health and safety monitoring. Now is the time to take a good long hard look at some of the smaller details in your operation in order to ensure that you are not caught unaware by the Health Department or a potential lawsuit. The devil is in the details...

Email Jeff Nelkin at jeffnelken@cs.com with any food safety questions or a topic you'd like him to write about.

Did You Know.....

Cross-Contamination Vs. Cross-Contact

By Linda Mills, MBA, RD, FADA
Corporate Dietitian - Community Education Centers

Food safety is always a concern to the food service manager. But do you know the difference between cross-contamination and cross-contact? Both cross-contamination and cross-contact may cause harm to the individuals you serve.

Cross-contamination is probably a more widely known term. It is when food comes into contact with a biological, chemical, or physical contaminate. Biological contaminants are the most common and includes fungus and viruses, along with bacteria that contaminates food. There are a number of pathogens that can develop and cause illness or even death. Chemical contamination occurs with the improper use or storage of chemicals. There is a good reason to store chemicals and food in separate areas. Physical contamination is when there is a physical object present that should not be part of the food. Examples of this include twigs, metal shavings, bandages, fish bones.

Cross-contact is when a food comes in contact with another food. Sometimes this is easy to determine and sometimes it is a much more subtle action that causes the problem. For individuals with food allergies, this may be a serious problem resulting in an allergic reaction. To better understand cross-contact, first remember the big eight food allergens – milk, eggs, soy, tree nuts, peanuts, wheat, fish, shellfish. If an individual has food allergies and the food they are eating comes into contact with that allergen, they can have an allergic reaction because of the cross-contact.

Some examples of cross-contact are:

- a knife used to cut a cheese sandwich is also used to cut a meat sandwich
- the counter where bread is placed to make a sandwich later has a gluten free bakery product placed there to be cut
- cheese is removed from a sandwich that was accidentally added before service

There are a number of ways to prevent cross-contact. Designate utensils for each product.

- Use dedicated cleaning equipment when cleaning work areas.
- Properly clean buckets used for cleaning.
- Keep food items with allergens stored away from other foods.
- Avoid stacking plates that hold non-allergen foods.
- Wash hands before preparing an allergy meal.
- Use only cleaned and sanitized equipment for preparation of foods for allergy meals.
- Use a barrier when separate equipment is not available.

Train your staff today so they too understand the difference between cross-contamination and cross-contact in order to reduce the risk an allergic reaction.



MEMBER SPOTLIGHT

*This is a new section for INSIDER MAGAZINE that will shine a light on ACFSA Member Career Highlights. Please make it a point to share your Professional Achievements with our Editors so they may share with the rest of our membership! Send articles, stories and Press Releases to **INSIDER@ACFSA.org** for possible inclusion in INSIDER*

JIM BEACH JOINS KITCHENS TO GO/CARLIN MANUFACTURING

PRESS RELEASE

Industry veteran Jim Beach, CCFP, DFS recently retired as Director of Food Services at New Orleans Sheriff's Office, a position that he held since 1988, has joined the Kitchens To Go/Carlin Manufacturing team.

Jim comes with over 30 years' experience in the Correctional Foodservice Industry. He has attended every ACFSA National & International Conference since 1991 including Spring Conferences and is a Past President for the Association of Correctional Food Service Affiliates.

As KTG/Carlin Representative, Jim will be focusing on future Business Development for the Correctional Foodservice Industry and other markets.

We are proud to have Jim on our team.



The Power of a Penny

By Dawn DeMelo



Pennies can make or break your budget. Do you know the power of a penny? Most people see a penny laying on the ground and they just leave it. One penny just doesn't seem like much, so why bother. Right? But it can add up over time. Let me show you how you can make or break your budget by doubling your pennies every day.

Day 1	\$ 0.02	Day 8	\$ 2.56	Day 15	\$ 327.68
Day 2	\$ 0.04	Day 9	\$ 5.12	Day 16	\$ 655.36
Day 3	\$ 0.08	Day 10	\$ 10.24	Day 17	\$ 1,310.72
Day 4	\$ 0.16	Day 11	\$ 20.48	Day 18	\$ 2,621.44
Day 5	\$ 0.32	Day 12	\$ 40.96	Day 19	\$ 5,242.88
Day 6	\$ 0.64	Day 13	\$ 81.92	Day 20	\$ 10,485.76
Day 7	\$ 1.28	Day 14	\$ 163.84	Day 21	\$ 20,971.52

Unbelievable but true, one penny doubled daily is a lot of pennies! This is just a food for thought. It shows the power of just one cent.

Maybe we shouldn't be just walking away from that penny laying on the ground. If you want to hear more about the "Power of a Penny," you are welcome to join us at the Michigan Chapter Conference-One-Day Workshop, where penny power training will be provided.

CHAPTER REPORTS

MICHIGAN

by Josie Maya, CFSM, CCFP, Michigan Chapter President



Michigan Chapter

The Michigan Chapter Board of Directors and I have started planning a workshop for our Spring Conference in May. We are currently collaborating with the Ontario Chapter to have an amazing International Conference in August.

Our one-day workshop will focus on the theme: “The Power of the Penny” and in the coming months we will be gathering our thoughts and putting together the itinerary for the workshop. Our goal of training is to demonstrate the impact of small, but frequent savings – such as a penny or a fraction of a penny – play an important role in cost containment.

We hope to see everyone in May!

Best Regards, Josie Maya

ONTARIO

by Marcella Maki, Ontario Chapter President-Elect

On September 21, 2014 we conducted an ACFSFA Ontario Chapter Conference in Toronto at the Four Point Toronto Airport Hotel. “Fly Into the Future With ACFSFA” was the title of our conference. We had two special guests; Robin Sherman, ACFSFA International President and Dawn Demelo, Region III Director. We appreciated their attending.

We started the Conference with our Annual Cook Off which was the “Battle of The Presidents”, Ontario Chapter vs International. It was a great success and a lot of fun! The two culinary teams were Robin Sherman, International President and Myron Wiley, Vendor of Sales, Jones-Zylon, representing the International Team, and Marcella Maki, President, Ontario Board and Yuliya Trybialustava, Vendor of Sales, Sepha Foods, representing the Ontario Team. The winner was the Ontario Chapter Team, but it was a close call. The International Team put forth a great effort. It was great fun for both teams!

We opened our Conference on Monday with our honored guest speaker, Mr. Steve Small, ADM, Institutional Services, MCSCS. We are grateful to Mr. Small for allowing us to conduct this year’s conference and for taking the time to support our Organization. We also had a Diet Training Session presented by Connie O’Connor, RD, Senior Nutrition Consultant, MCSCS. There were other topics of interest such as: Strategies for Managing Allergies, Living Well with Stress, Succession Planning, Behind the Scenes with Food and Farming in Canada, Transgender Identity/Staff Perspective, Transgender Identity/Ministry Duty to Accommodate/Inmate’s Rights, and The Private Sector in Correctional Food Services. All sessions were enjoyed and well attended. After the sessions, we had a fun social night which was enjoyed by all participants.

Our Vendor Show included 37 booths and was a great success for all who visited and interacted with the vendors. They received a lot of valuable information about new products, also a lot of networking with colleagues. We cannot thank our vendors enough for

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their support. The Board would also like to thank our Vendor Liaisons Dino Biasone, Sales Manager, Shafer-Haggart Ltd. and Jennifer Boem, sales Manager, Barrie Equipment Sales, Inc. for all their hard work in putting this Vendor Show together. We thank you!

Our Banquet this year was very special as we honored two very long-time board members who, over the years, have contributed many hours of their time to this organization. The two President Awards were presented to Dave Sharma and Steve Morgan. Both have retired from the Ministry; Dave with 35 years service, and Steve with 23 years. Congratulations to Dave and Steve who will continue their positions on the Ontario Board for 2015. An award for the Ontario Chapter Vendor Appreciation was presented to Gary Stockton, Director of Sales, Maid-Rite Steak Company, Inc. Congratulations, Gary!

This coming year, the Ontario Chapter and the Michigan Chapter will be co-hosting the International ACFSA Conference, "The Power of Food Falls in Your Hands". This Conference will be held in Niagara Falls, New York. We are very honored to be a part of this in 2015.

I would like to thank the Ontario Board members, Steve Morgan, Dave Sharma, Martin Ridland, and Connie O'Connor, Region V, Director, for their help this past year, in putting this conference together. I look forward to 2016 when Ontario Chapter will have their next conference.

VIRGINIA

by Julie Hobbs, Chapter President

On October 24, 2014 the Virginia Chapter held our quarterly meeting at Prince William/Manassas Regional Jail. Thanks to Bobby McGill and his staff for their support during the meeting.

Our training for the meeting was provided by Squier Associates. We were shown new advancements in disposer/collectors, Combi-ovens and serving line/serving carts. Thanks to Squier for your presentation.

Most of our meeting time was dedicated to finalizing our upcoming March 2015 Region I Conference. Last year was such a great success we have decided to go to Ocean City, MD for a second year. This year we are partnering with the Virginia chapter of ANFP to maximize our attendance, training and vendor opportunities for both Associations. Attending our meeting were board members from the ANFP Virginia chapter.

Our theme for the Region I 2015 Conference will be "Growing in a Challenging Environment; Developing Your Career Path". The Conference will be held on March 6-8, 2015 at the Carousel Hotel. Some of the topics we will be presenting will be dealing with stress and burn-out, personal branding, professional development for career enhancement and tech etiquette. Our key note speaker will be Bionca Lindsey from Virginia ANFP. She will be speaking at our opening networking luncheon. For those who attend last year Kavin James will also be returning to discuss Working Your Way Up and Keith Bryant will again entertain us on Saturday night. We will also be having our vendor show on March 6th. We have been able to get free admission to the Ocean City Vendor Show on March 8th with a free shuttle to the event provided by the hotel.

Even though this is a Region I Conference, we hope that members from other regions will think about joining us this year. We are continuing to work out the final details and will be sending information and registration information out soon. Please mark your calendars and we hope to see everyone in Ocean City in March!

Save The Date



Region I 2015 Conference

partnering with



Growing In A Challenging Environment



(Developing Your Career Path)

When: March, 6th-8th, 2015

Where: Carousel Hotel Ocean City, Maryland



We will once again have shuttles going to the Ocean City Hotel & Restaurant show on Sunday, March 8th.



Contact-Ricky Clark- 1-804-767-0699, clarkonly01@gmail.com
Robert Pennix- 1-434-847-1300 ext. 117, robertp@brrja.va.us

REGIONAL REPORTS

REGION I

by Robert Pennix, Region I Director

Winter has settled in and all of the vibrant colors have gone. On cold dreary days we think about the recent days of the past summer (minus the heat). Summer trees with their bright green colors always give us a sense of joy. It makes us feel alive. Sitting by the pool or just watching the gleaming sun shimmer across a lake. What about the barbeques, family gatherings and vacations? These are all the joys of summer. Even the season in between summer and winter has its moments of joy. Fall is filled with a multitude of colors. The cool night air is so crisp it makes you want to stop and just breathe deeply. Cool mornings and warm days are all great joys of fall. How about the festivals, church gatherings, and the stew?

No matter what season you are in, the days seem to pass so fast. We plan and start projects that eventually catch up with the time. The project completion day is always here before you are ready. In August, 2013 we started with a thought and a discussion and pulled off our first successful Region I Conference in March, 2014. Immediately following the conference we all knew that we wanted to do it again. The planning started early but the days rushed in like a flood. Now we are within counting days of the event. The old saying "time waits for no one" holds true when short time is upon us.

So here we are, close to the start of another season, spring. In spring there is new growth. Have we grown in event planning? Are we ready? Time stops for no one, the project completion day will come and go. Have we put all the items in our stew? After the simmer we serve. The committee has stirred up a feast of events for you and we hope you enjoy your stew. I hope to see you in Ocean City for our 2015 Spring Conference, March 6-8, 2015. I can't wait to sit down at the table of togetherness.

REGION II

by Wayne Fish, Region II Director

My name is Wayne Fish and work for the North Carolina Department of Public Safety, Division of Prisons in Asheville, North Carolina. I have worked in food service for over 16 years and have been a member of ACFSA since 1998.

In St. Louis, Missouri, I was installed as Region II Director. I would like to thank you for your support and look forward to serving as Regional Director.

My goals for the coming year:

1. Try to restart the North Carolina Chapter
2. Contact jails and prisons in all the states and territories in Region II and provide information about ACFSA.
3. Build Membership in Region II where we currently have 99 members.

If you are in an area of Region II that does not have a chapter and you need help starting one please feel free to contact me at j.wayne.fish@gmail.com

In August, I was in St. Louis, Missouri for the 2014 ACFSA 45th Annual International Conference and the classes on food allergies were beneficial for day-to-day operations at my facility. The information received on mental health was also very informative. Certainly, the magnificent hotel we stayed at helped make the conference super. Thanks to the conference committee!

REGIONAL REPORTS

REGION III

by Dawn DeMelo, Region III Director

As we reach the end of another year I would like to thank everyone for your dedication to ACFSA. We have a strong organization, and that is because of all of you!

It is really important to remain a member, to reach out to each other, and spread information on the benefits of belonging to such a great organization. Let others know about the education and knowledge we receive from networking with people who do the same thing, and experience the same situations.

We had a great conference in St. Louis. It was nice to be a part of that. Northern Lakes had people acknowledged for the wonderful things they are doing. Michigan Chapter President Josie Maya started a Facebook page. Everyone needs to “like us” on Facebook!

Michigan is planning a work shop in Lansing May 7, 2015. The theme is The Power of the Penny.

Our President, Robin Sherman, and Connie O’Connor have been working like crazy to insure we have the best Conference in Niagara Falls, New York. Mark it on your calendar.

If there is anything I can do for you don’t hesitate to call me.

I hope Everyone has a wonderful New Year!!!

REGION IV

by Don Perkins, Region I Director

Greetings to Everyone from Region IV:

I hope everyone is ready for the cold.

The California Chapter had an excellent State Conference in Santa Rosa in October. Some of the Topics covered were: Food Safety with *Dr. Carl Winter*; Environmental Health Surveys with *Mark Juede, REHS Chief & Carol Fitzgerald, REHS*; Injury & Illness Prevention Program with *Rick Ullerich, Senior Safety Engineer, Cal/OSHA Consultation and Meal Patterns for Breakfast & Lunch with Louise Casias, Nutrition Education Consultant, California Department of Education.*

Upcoming events in Region IV:

California Chapter will be holding Chapter Meetings on the following dates:

January 14, 2015 at the Pitchess Detention Center’s Cedar Lodge in Castaic. 29300 The Old Road, Castaic, CA 91384.

April 2015 in Northern California.

June 2015 in Central California.

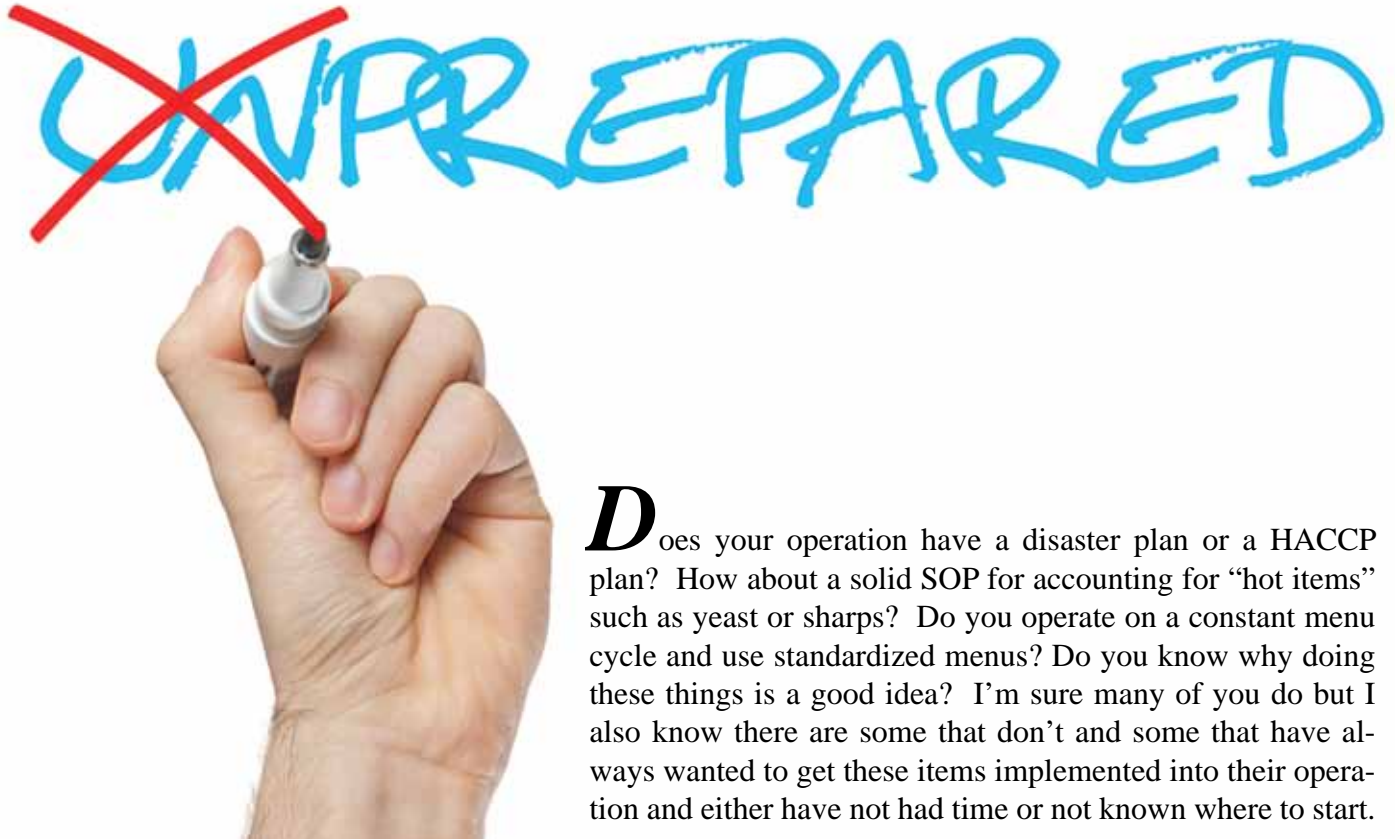
California’s Annual State Conference and Vendor Show will be October 11 through 14, 2015 at the Crowne Plaza in Ventura, California. Periodically check the California Chapter page on the web site for more details.

If I can be of help to you in anyway please feel free to contact me at donald.perkins@cdcr.ca.gov

Education Report

Inspiring Interest in the Field of Correctional Services

Submitted by Lt. Tim Thielman CFSM, CCFP
Education Committee Chair and Vice President-Elect/Treasurer



Does your operation have a disaster plan or a HACCP plan? How about a solid SOP for accounting for “hot items” such as yeast or sharps? Do you operate on a constant menu cycle and use standardized menus? Do you know why doing these things is a good idea? I’m sure many of you do but I also know there are some that don’t and some that have always wanted to get these items implemented into their operation and either have not had time or not known where to start.

These are just a few of the important things in our operation that are covered in the CFSM Course. By taking the CFSM course you’re able to fine-tune your operation while raising your level of knowledge and professionalism to a higher level. As being someone who sits on a lot of interview panels I can tell you that today’s job market is very competitive in our profession. I’m seeing many more food service workers with degrees and previous correctional food service experience. It used to seem like the norm was to get hired in this profession and stay in one place for a whole career. Now days with organizations privatizing or converting back to self-operated there seems to be an influx of experienced correctional food service workers seeking positions. One way to get that edge up on the competition is to obtain your CFSM and CCFP designation.

If you would like more information on the CFSM Course or would like to enroll yourself or your staff in the course you can download the course brochure and application from the ACFSA International website at <http://www.acfsa.org/certificationCFSM.php>

You can also contact me directly at 651.266.1498 or by email me at: tim.thielman@co.ramsey.mn.us



Start Earning Your CFSM Designation Today!

*To begin your journey of becoming a CFSM,
fill out Enrollment Form found
on the opposite page and send it in!*

CFSM maintenance insures that you remain active in the industry by logging your continuing activity in the industry.

Maintenance Period

The maintenance period runs from August 1st of the first year you receive your CFSM designation to July 31st of year 2.

Maintenance Forms

Each CFSM is responsible for submitting his/her own maintenance. When you were certified, you were provided update forms; if you require more, you can request them from the ACFSA Executive Office. With the forms, you must submit back-up materials showing proof that you actually did participate in the activity, such as copies of badges from shows, agendas of seminars, copies of articles you have written, etc. You may submit your forms throughout your maintenance period or all at once at the end of the period - whichever works best for you. Your forms will be acknowledged in writing.

Maintenance Fee

You will receive an invoice for \$35 at the end of your 2-year maintenance period, at which time the maintenance forms will be due. Individuals who are currently certified by the Association of Nutrition and Foodservice Professionals (ANFP) as Certified Dietary Managers (CDM) are eligible to apply for the CFSM program with the following:

- Application to ACFSA for CFSM, designating current and active CDM status (proof of CDM certification must be included in the application).
- \$299.00 application fee - ACFSA Members
\$374.00 application fee - Non-Members
- Completed Custody, Security and Working with Inmates module, following guidelines as delineated in CFSM Course Workbook. No exam will be required. CDM certified ACFSA members would be eligible to receive CFSM status under these guidelines.

CFSM Enrollment Form

Please Type or Print Clearly

CFSM Course Fee \$299.00
Non-Member Fee \$374.00

CFSM for CDMs \$149.00
Non-Member Fee \$199.00

Name _____

Title _____

Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ FAX _____

Email _____

*Include processing instructions and contact name & phone number.
Materials will be sent after payment is received*

Payment Information

Check Number _____ Purchase Order _____

Credit Card: Visa Mastercard American Express

Cardholder Name _____

Credit Card # _____ Expires _____

Billing Address _____

Billing Zip Code _____ V-Code _____

Signature _____

*V-Code is the 3 Digit Code
on the Back of your Visa or MC
or the 4 Digit Code
on the front of your AmEx Card.*

Please mail with payment to:
ACFSA CFSM
210 N. Glenoaks Blvd., Suite C
Burbank, CA 91502

If paying with a credit card, you may FAX completed form to (818) 843-7423
Questions? Please email Amber Ardizone at Certification@ACFSA.org
or Call (818) 843-6608



A Membership Opportunity for You!

The Association of Correctional Food Service Affiliates is an International Professional Association created to serve the needs and interests of Food Service Personnel in the correctional environment. The ACFSA brings together highly-skilled Food Service Professionals who are interested in the common goal of providing nutritious, cost-efficient meal service for confined populations.

By joining ACFSA, you will keep up-to-date on trends in the industry through INSIDER magazine and other special mailings. At ACFSA conferences, you will sharpen your leadership and management skills, as well as gather practical information to put to use in your daily operations. ACFSA publications and conferences will also expose you to new ideas concerning foodservice equipment, food products, specialized services, cost management and many other topics that are important to you. You will meet other professionals in your field with whom you will be able to exchange information and experiences and build a network of contacts who can be called upon--a network that includes many of the top correctional food professionals throughout the United States, Canada and a growing number of other countries. You will also be supporting ACFSA's effort to strengthen and increase recognition of correctional foodservice personnel as professionals.

A Sampling of the Benefits of Membership

Education programs which qualify for credit in the Certified Correctional Foodservice Professional (CCFP) program as well as a variety of other continuing education and certification programs.

Reduced rates for ACFSA certification and re-certification (CCFP)

Participation in state and regional educational seminars and conferences at reduced rates.

Professional, high-quality membership certificate and card.

Participation in the Association's Annual International Conference and trade show at reduced rates.

Subscription to ACFSA's quarterly INSIDER magazine, with news pertaining to correctional foodservice activities of the Association, fellow members, and industry-specific educational articles.

Membership in the growing network of state chapters.

Communication regarding professional and organizational matters with your designated state representative.

Listing in the National Membership Directory--which includes you and all other individual members, institutional members and professional partners--in a convenient networking-index format with address, phone, fax, e-mail and web site information.

Reduced rate on purchase of the ACFSA Food Service Manual, a practical guide for providing high quality food service, which was written by professionals for correctional and detention facility staff.

Eligibility to apply for one of the annual ACFSA Scholarships of up to \$750, to finance continuing education and related professional development activities including attendance at conferences.

Eligibility to apply for professional recognition awards (up to \$1000 to be used to attend the International Conference.)

Membership Options

Professional Foodservice Member:

Persons actively engaged in correctional food or farm service operations is eligible to become a professional foodservice member. Professional foodservice members may vote for and hold Exec. and Reg. Director positions on the Board of Directors. **Annual dues: \$79**

Institutional Member:

Correctional Facilities. The membership is not carried in the name of a specific person, but the institution is entitled to privileges of active membership by appointing a representative who has the power of one vote for and may hold Executive or Regional Director positions on the Board of Directors. **Annual dues: \$134**

Retired Member:

Retired correctional foodservice professionals who are not currently industry consultants, manufacturers' representatives or employed in any capacity by Companies that could potentially sell to correctional foodservice professionals. Retired members may vote for Executive or Regional Director positions on the Board of Directors. **Annual dues: \$34**

Student Member:

Student Members of ACFSA are those individuals who are currently enrolled in a Food Service program and considering the Correctional Food Service Industry as a career option. Student Members will have access to Professionals currently in the industry and have the opportunity to learn the industry and to foster important relationships. **Annual dues: \$34**

Professional Partner:

Companies providing products/services that can be used in the correctional foodservice environment. Professional Partners may vote for and hold the office of Professional Partner Representative on the Board of Directors. **Annual dues: \$384**

Associate Professional Partner:

Individual employees or representatives of Professional Partner companies who want to receive all Association's mailings. Associate Professional Partners may vote for and hold the office of Professional Partner Representative on the Board of Directors. Manufacturers' Representatives may become Assoc. Professional Partners, in conjunction with a Professional Partner Co. if they use the membership to sell that professional partner's products only and are listed under that company's name only. **Annual dues: \$109**

Chapter Professional Partner:

Those companies that target a limited geographic area. Chapter Professional Partners will receive ACFSA's quarterly INSIDER Magazine, but not the International Membership Directory. They may not vote for or hold international office. They may participate in Regional or International Conferences without submitting Professional Partner membership dues or registering as a non-member Professional Partner if the conference falls within the geographic limits of their chapter. **Annual dues: \$159**



ACFSA MEMBERSHIP APPLICATION

To begin receiving the benefits of Membership in The Association of Correctional Food Service Affiliates, simply fill out this application and forward with dues to ACFSA Headquarters Office.

Name _____

Title _____

Facility/Organization _____

Phone _____ Fax _____

Email Address _____

Directory Address _____

Preferred Mailing address _____

(If different from Directory Address)

Preferred Billing Address _____

(If different from Directory Address)

Recruited by _____

Employed by (For Food Service Professional Active and Institutional Members Only):

Federal State/Prov. County Private Other _____

ACFSA MEMBERSHIP DUES (IN U.S. FUNDS) Check box for Member Type below

* Depending on the month you join ACFSA, your dues may be prorated. Dues are paid annually. Members joining after March of the current Calendar year will include the remainder of the current Calendar Year AND the following FULL Calendar Year.

Example: If joining in June of 2014, Dues will be paid through December of 2015

Member Type - Check One	January-March	April-May	June-September	October-December
<input type="checkbox"/> Food Service Professional	\$79	*\$139	*\$119	*\$99
<input type="checkbox"/> Institutional	\$134	*\$236	*\$202	*\$168
<input type="checkbox"/> Retired	\$34	*\$60	*\$51	*\$43
<input type="checkbox"/> Student	\$34	*\$60	*\$51	*\$43
<input type="checkbox"/> Professional Partner	\$384	*\$672	*\$576	*\$480
<input type="checkbox"/> Associate Professional Partner	\$109	*\$190	*\$163	*\$136
<input type="checkbox"/> Chapter Professional Partner	\$159	*\$279	*\$239	*\$199

Total Amount Due \$ _____

Check Enclosed (Made Payable to ACFSA) Check # _____

Credit Card Payment: VISA MasterCard American Express

Cardholder's Name _____

Card Number _____ Exp. Date _____

Billing Address _____

V-Code _____ V-Code is the 3 Digit Code on the back of Visa and MasterCard and the 4 Digit Code on the front of AmEx

Authorized Signature _____

PLEASE SEND COMPLETED APPLICATION WITH PAYMENT TO:

ACFSA, 210 N. Glenoaks Blvd., SUITE C, Burbank, CA 91502

Credit Card Payments May be FAXED to (818)843-7423 • Questions? Call (818)843-6608

* Depending on the month you join ACFSA, your dues may be prorated. Dues for members joining after March of the current Calendar year will include the remainder of the current Calendar Year AND the following FULL Calendar Year.

Example: If joining in June of 2013, Dues will be paid through December of 2014

2015 Policy Letters, Nomination Forms and Applications

INSTRUCTIONS AND FORMS



Included Within

SCHOLARSHIP POLICY AND APPLICATION FORM
OPERATOR OF THE YEAR POLICY AND NOMINATION FORM
EMPLOYEE OF THE YEAR POLICY AND NOMINATION FORM
AWARD/SCHOLARSHIP NOTIFICATION FORM
HEROISM AWARD NOMINATION FORM

► INSTRUCTIONS

Read the applicable policy letter carefully.

Separate form from this booklet.

Read the form with care and supply all the information requested..

Return the completed form postmarked by Mar 1, 2015 in the manner prescribed in the pertaining policy letter and on the form itself.

All application/nomination forms must be sent by March 1, 2015 to the ACFSA Office, 210 N. Glenoaks Blvd., Ste C, Burbank, CA 91502

Call with any questions: (818) 843-6608.

► POLICY LETTER

Scholarship Program Guidelines

The purpose of this policy is to set forth guidelines and procedures under which the ACFSA Continuing Education Scholarship Program will be administered. These procedures will aid in the professional advancement of the ACFSA membership.

I. ACFSA Sponsored Scholarships

- A. ACFSA will award scholarships of up to \$750 annually. The number of scholarships to be awarded will be determined by the amount of money donated to the scholarship fund.
- B. Recipients will be selected from each of the five regions. The Board of Directors reserves the right to award scholarships to eligible recipients in other regions, should no applications be received from a specific region.
- C. One new member (with less than one year of membership at the time of application) will be chosen annually through the New Member Scholarship Lottery to receive a scholarship for attendance at the International Conference.
- D. The Immediate Past President or Designee acts as Chair of the Scholarship Committee along with an appointed Professional Partner.

II. Criteria for Application

- A. Applicants must be currently employed in the field of correctional food or farm service on a full-time basis
- B. Applicants must be members of ACFSA in good standing (dues paid) and have been a member for at least the last 12 months. The applicant must also be a member in good standing at the time of award and use of the scholarship. The ACFSA staff will verify this.
- C. A completed, application must be post-marked or electronically time-stamped on or before the designated date. The application must be completed in full and signed by the applicant and his/her supervisor. The supervisor's signature will be considered as both authorization and as a recommendation.
- D. Scholarships are to be used to attend ACFSA conferences or for ACFSA sponsored educational programs. The New Member Scholarship Lottery will award one scholarship annually for attendance to the International Conference.
- E. Members of the ACFSA International Board of Directors are not eligible to receive scholarship awards while in office or for at least 5 years after leaving office. No one directly involved in selecting recipients shall be eligible for an award.
- F. The award of scholarship funds will be selected on a non-discriminatory basis.
- G. A Scholarship Program recipient will not be eligible for another award for a minimum of ten years.
- H. If the awarded scholarship is not utilized within one year of award, the funds will revert to the Scholarship Fund. Under these circumstances, the recipient becomes exempt from the three-year eligibility requirement.
- I. Scholarships are to be used by the applicant only and are nontransferable.
- J. The following awards include a financial reward and as such only one per calendar year may be received: Scholarship, Correctional Food Service Operator of the Year and Employee of the Year Awards. Region-

al Correctional Food Service Employee of the Year may be received concurrently with a Scholarship or Heroism Award. The Heroism Award may be received concurrently with any other award.

III. Criteria for Award/Selection

- A. Award of the application for scholarship shall be considered on the basis of:
 1. Benefit to the individual for professional growth;
 2. Approval of employer to attend conference;
 3. First time attendees and those who are considered by their region and/or International Board of Directors as potential future leaders;
 4. An objective point system, based upon the pertinent facts of each application;
 5. Scholarship program guidelines.
- B. All expenses must be reimbursed according to the ACFSA Scholarship Reimbursement Instructions. Any unused portion of the scholarship award shall be retained by the ACFSA. Failure to attend a minimum of 75% of conference and/or continuing education program may subject the recipient to a reduction in scholarship funds or voiding of funds awarded.
- C. Scholarship recipients will receive a Letter of Notification of the award of funds and a Letter of Commendation shall be sent to the Agency Head, Institutional Superintendent/Warden/Sheriff or Supervisor of the applicant. In addition, the recipients shall be recognized at the ACFSA International Conference and in INSIDER Magazine.
- D. Scholarship recipients will be required to write a letter or brief article indicating how the use of the scholarship benefited them, their opinion of the quality of the conference or other training program and how it related to their performing their job better upon returning from the scholarship event. This article may or may not be used as part of an article for the INSIDER Magazine or in other ACFSA literature.

Continued on next page.

IV. Time Frames for Scholarship Policy

Mar 1: Application must be postmarked/ electronically time-stamped on or before midnight.

Mar 15: Completed applications will be mailed to Regional Directors within their respective regions. The Regional Director will complete the evaluation process for each applicant and mail or electronically deliver their evaluation forms with the completed applications and their selections to the ACFSA Executive Offices. The ACFSA International Office will then send out a list of the Regional Directors' selections to the rest of the Board of Directors

Mar 25: The Board will note comments/concerns and forward these to the Chair of the Scholarship Committee (the Past President) and his/her committee members. Conflicts/concerns will be resolved at this level. The Past President will review/finalize and tabulate the final results.

The Past President will then notify the Board of Directors of the final decision.

Second Monday in April: Scholarship recipients shall be notified by the President in writing and/or electronically of the award of the scholarship.

Third Monday in April: A drawing shall be conducted for the New Membership Scholarship from all new members of the Association that qualify, as verified by the Executive Director. The winner of the New Member Scholarship Lottery shall be notified by the President in writing.

Participation in and/or fulfillment of requirements for the training program must be completed as the policy requires in order to receive the Scholarship Award.

► POLICY LETTER

Correctional Food Service Operator of the Year

The purpose of this policy is to set forth guidelines and procedures under which the Association of Correctional Food Service Affiliates Operator of the Year award program will be administered. These procedures will honor Active or Life members for outstanding and significant contributions to the operation, management and administration of correctional foodservice.

I. Operator of the Year

- A. The recipient of the one Correctional Food Service Operator of the Year Award will receive up to \$1,000 for travel and expenses to attend the ACFSA International Conference and receive the award.
- B. The recipient of this award will be a manager, director, or administrator who is in complete charge of the foodservice department/division of a correctional institution or system. If the applicant's department consists only of the applicant, he/she is still eligible to apply for the Correctional Food Service Operator of the Year Award.
- C. This award is non-transferable and must be used by the recipient in the year awarded and for the purpose intended.

II. Criteria for Application

- A. Applicants must be currently employed in the field of correctional foodservice on a full-time basis and have been so employed for a minimum period of 18 months.
- B. Applicants must be Active or Life Members of ACFSA in good standing (dues paid) since March 1, 2014. The applicants must also be active members in good standing at the time of award. The ACFSA staff will verify this.
- C. Applicants may be nominated by their supervisors, another ACFSA member, or may nominate themselves, if approved by their supervisors.
- D. A copy of the nomination form must be used to nominate a candidate for award consideration. The form must be completed with as much pertinent information as possible about the candidate's qualifications within the application requirements. No faxes will be accepted.
- E. Completed nominations must be postmarked or electronically time-stamped on or before midnight March 1, 2015.
- F. International Officers and Regional Directors are not eligible to receive this award while in office. No one directly involved in selecting recipients shall be eligible for an award.

G. Recipients may be awarded the Correctional Food Service Operator of the Year Award only one time.

III. Criteria for Award/Selection

- A. The award selection will be based on accomplishments and on a nondiscriminator basis.
- B. Nominations/applications must be completed according to all directions and be neat and legible. If not, the nomination will be void.
- C. The selection of the Correctional Food Service Operator of the Year will be completed by the ACFSA Board of Directors. The Board of Directors may elect to not present the Correctional Food Service Operator of the Year Award in any year that they determine appropriate individuals have not been nominated.
- D. The Awards Committee will use one or more of the following criteria in selecting an individual for the Correctional Food Service Operator of the Year Award:
 - Exceptional Accomplishments
 - Exemplary Leadership
 - Creativity and Innovation
 - Staff Development
- E. The award recipient will be notified in writing by April 1st.
- F. A Letter of Commendation shall be sent to the Commissioner, Warden, and/or Supervisor of the recipient. In addition, the recipient shall be acknowledged at the ACFSA International Conference and in INSIDER Magazine.
- G. Only one International Award or Scholarship may be disbursed in a calendar year. If the award winner has also been designated to receive a scholarship, reimbursement is authorized up to the maximum limit of the largest dollar amount award. Recipients may not receive both in one year. The Heroism Award may be received concurrently with any other award.

IV. Time Frames for Operator of the Year Policy (reviewed on a yearly basis)

- March 1: Applications must be postmarked or electronically time-stamped by midnight.
- March 15: The ACFSA Board of Directors will receive copies of all eligible nominations for review.
- March 26: Ratings (on score sheets) by the ACFSA Board of Directors will be returned to the Past President. The Past President will tally points and notify the Board of Directors of the selection. Resolution of conflicts will be handled at this point.
- April 1: Notification Letters will be mailed to the recipients and their supervisors from the ACFSA International President.



► POLICY LETTER

Correctional Food Service Employee of the Year

The purpose of this policy is to set forth guidelines and procedures under which the Association of Correctional Food Service Affiliates Employee of the Year award program will be administered. These procedures will honor Active or Life members for outstanding and significant contributions to the operation, management and administration of correctional foodservice.

I. Correctional Food Service Employee of the Year

- A. The recipient of the one International Correctional Food Service Employee of the Year Award will receive up to \$1,000 for travel and expenses to attend the ACFSA International Conference and receive the award.
- B. Those who apply for but do not receive the International Employee of the Year Award will be considered for the Employee of the Year Award in their respective regions. The top rated person in each Region who does not receive the International Award will be named the Food Service Employee of the Year for their region at the International Conference. This is not a monetary award. Winners will be presented with an engraved award and will receive recognition both at the International Conference banquet and in ACFSA's INSIDER Magazine. If any of these award winners are unable to attend the banquet, arrangements will be made for the award to be presented within their agency, institution or chapter.
- C. Recipients of this award are line staff (coordinators, cooks, etc.) or persons not eligible for the Correctional Food Service Operator of the Year Award.
- D. This award is nontransferable and must be used by the recipient in the year awarded and for the purpose intended.

II. Criteria for Application

- A. Applicants must be currently employed in the field of correctional foodservice on a full-time basis and have been so employed for a minimum period of 18 months.
- B. Applicants must be Active or Life Members of ACFSA in good standing (dues paid) since March 1, 2014. The applicants must also be active members in good standing at the time of award. The ACFSA staff will verify this.
- C. Applicants may be nominated by their supervisors, another ACFSA member, or may nominate themselves, if approved by their supervisors.

- D. A copy of the nomination form must be used to nominate a candidate for award consideration. The form must be completed with as much pertinent information as possible about the candidate's qualifications.
- E. Completed nominations must be post-marked or electronically time-stamped on or before midnight March 1, 2015.
- F. International Officers and Regional Directors are not eligible to receive this award while in office. No one directly involved in selecting recipients shall be eligible for an award.
- G. Recipients may be awarded the Regional Correctional Food Service Employee of the Year one time. The person may continue to be nominated for the International Correctional Food Service Employee of the Year. Recipients may be awarded the International Correctional Food Service Employee of the Year one time.
- H. The Board of Directors may elect not to present the Correctional Food Service Employee of the Year Award or a specific Regional Correctional Food Service Employee of the Year Award any year that they determine an appropriate individual has not been nominated.

III. Criteria for Award/Selection

- A. The award selection will be based on accomplishments and on a nondiscriminator basis.
- B. The ACFSA Awards Committee will consist of the Board of Directors. Nomination forms will be screened for eligibility. The Board of Directors may elect to not present the Correctional Food Service Operator of the Year Award in any year that they determine appropriate individuals have not been nominated.
- C. Nominations/applications must follow all directions and be neat and legible. If not, the nomination will be void.
- D. The Awards Committee will use one or more of the following criteria in selecting an individual for the Correctional Food Service Employee of the Year award:
- Foodservice and Operations
 - Sanitation Standards
 - Creativity and Innovation
 - Personal Development
- E. Award recipients will be notified in writing by April 1st.
- F. A Letter of Commendation shall be sent to the Commissioner, Warden, and/or Supervisor of the recipient. In addition, the recipient shall be acknowledged at the ACFSA International Conference and in INSIDER Magazine.

- G. Only one International Award or Scholarship may be disbursed in a calendar year. If the award winner has also been designated to receive a scholarship, reimbursement is authorized only to the maximum limit of the largest dollar amount award. Recipients may not receive both in the same year. The Heroism Award may be received concurrently with any other award.

IV. Time Frames for Employee of the Year Policy (reviewed on a yearly basis)

- March 1: Applications must be postmarked by midnight.
- March 15: The Board of Directors will receive all applications determined to be eligible.
- March 26: All scoring will be completed and forwarded to the Past President. The Past President will tally points and notify the Board of Directors of the selection. Resolution of conflicts will be handled at this point.
- April 1: Notification Letters will be mailed to the recipients and their supervisors from the ACFSA International President.

The Heroism Award

The Heroism Award will be given to those who have displayed valiant acts of heroism in their job or in their personal life. This is not necessarily an award that is given on a yearly basis. However, more than one person can receive this award per year.

The Recipient will receive a certification of recognition/award to be presented at a State, Regional, or International level, whichever is most convenient to the recipient. A notification letter will be sent to all recipients' supervisors.

The deadline for submission for the 2015 Heroism Award is March 1, 2015.





The Association of Correctional Food Service Affiliates

2015 SCHOLARSHIP APPLICATION

PLEASE FILL OUT BOTH SIDES COMPLETELY, SIGN AND MAIL TO ACFSA HEADQUARTERS,
210 N. GLENOAKS BLVD. STE C, BURBANK, CA 91502 (818) 843-6608 FAX: (818) 843-7423

MUST BE POSTMARKED OR SUBMITTED ELECTRONICALLY TIME-STAMPED ON OR BEFORE MARCH 1, 2015.
YOU MAY SUBMIT THIS FORM ON-LINE AT WWW.ACFSA.ORG

Please Check Continuing Education Scholarship (Member at least one year at time of application)
only one box New member scholarship (Member less that one year)

To apply for the new member scholarship, please fill out this page only.
One scholarship awarded by lottery drawing each year.

APPLICATION FOR REGION _____ SCHOLARSHIP

Name _____

Title _____

Home Address _____

City _____ State _____ Zip _____

Home Phone _____ Email _____

EMPLOYMENT

Current Position _____ Since _____

Facility _____

Address _____

City _____ State _____ Zip _____

Work Phone Number _____

Facility Head _____ Title _____

Immediate Supervisor _____ Title _____

ELIGIBILITY - Currently employed full-time in Food Service? YES NO

INFORMATION ON REVERSE SIDE MUST BE COMPLETED - EXCEPT NEW-MEMBER APPLICATIONS

Currently a Member of ACFSA in good standing? YES NO In good standing for the past full year? YES NO

PROFESSIONAL PARTICIPATION

How many years have you been affiliated with Correctional Food Service? _____

How many years have you been a member of ACFSA? _____

How many International ACFSA Conferences have you attended? _____

Have you served as an ACFSA officer? Chapter/State Representative (previously/currently) in the past 5 years?

YES NO Position(s) _____

Date(s) of Service _____

Have you served as Conference Chair/Co-Chair/Member (International, Regional, Chapter) in the past 5 years?

YES NO Location(s) _____

Date(s) of Service _____

Have you served as Committee Chair/Member (Other than Conference) Chapter or International?

YES NO Specify Committee(s) _____

Position(s) _____

Date(s) of Service _____

Have you had an article published in INSIDER Magazine or any other Industry publication in the past 5 years?

YES NO Publication _____ Date of Article _____

Have you given presentations at Food Service or Correctional Conferences in the past 5 years?

YES NO Topic, Association and Date(s) _____

Are you currently certified in any of the following areas? Please check all that apply:

- | | |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <input type="checkbox"/> ACFSA Certified Correctional Foodservice Professional | <input type="checkbox"/> Dietary Manager's Association Certificate or License |
| <input type="checkbox"/> ACFSA Certified Correctional Food Systems Manager | <input type="checkbox"/> Certified Chef |
| <input type="checkbox"/> Registered Dietitian | <input type="checkbox"/> Other Certification - Specify _____ |

What level of decision-making do you have in the following?

- | | | | |
|------------------|--------------------------------------------|------------------|--------------------------------------------|
| FOOD | <input type="checkbox"/> Final Decision | EQUIPMENT | <input type="checkbox"/> Final Decision |
| (check only one) | <input type="checkbox"/> Strong Influence | (check only one) | <input type="checkbox"/> Strong Influence |
| | <input type="checkbox"/> Limited Influence | | <input type="checkbox"/> Limited Influence |

I hereby warrant the accuracy of the above information and authorize the investigation of the accuracy of facts herein noted. All regulation/guidelines of the ACFSA Scholarship Program are applicable

Applicant Signature _____ Date _____

Signature of Supervisor/Agency Head _____ Date _____

NOTE: The signature of the supervisor will be considered both authorization to accept the scholarship, if applicant is selected; as well as recommendation for this applicant.

SEND COMPLETED FORMS TO: ACFSA Headquarters, 210 N. Glenoaks Blvd., Suite C, Burbank, CA 91502
OR FAX COMPLETED FORMS TO: (818) 843-7423 ▲ Questions? Call (818) 843-6608 ▲ www.ACFSA.org

MUST BE POSTMARKED OR ELECTRONICALLY TIME-STAMPED BY: MARCH 1, 2015



The Association of Correctional Food Service Affiliates

2015 OPERATOR OF THE YEAR

NOMINATION FORM

PLEASE FILL OUT COMPLETELY, SIGN AND MAIL TO ACFSA HEADQUARTERS,
210 N. GLENOAKS BLVD. STE C, BURBANK, CA 91502 (818) 843-6608 FAX: (818) 843-7423

MUST BE POSTMARKED OR SUBMITTED ELECTRONICALLY TIME-STAMPED ON OR BEFORE MARCH 1, 2015.
YOU MAY SUBMIT THIS FORM ON-LINE AT WWW.ACFSA.ORG

THE RECIPIENT WILL BE A MANAGER DIRECTOR ADMINISTRATOR

Please check one of the above which applies to your situation.

1. Criteria noted in each category must be typed, single or double spaced, and not exceed one-half page per Roman numeral.
2. A copy of the official form provided must be used. Nominations must be neat and legible to be accepted. Electronic versions are acceptable.

Typed (no more than one-half page per question) give the following information:

- I. Describe your candidate's successful foodservice financial and operational techniques, such as cost and quality control or attainment of major agency program goals and/or objectives.
- II. Describe resource management initiated or utilized within the candidate's operation, including training programs, employee motivation and expansion of career opportunities for staff and/or inmates.
- III. What has the candidate done that distinguishes him/her as a leader in the areas of food quality, menu concept development, food preparation and delivery techniques, and presentation?
- IV. Outline the candidate's contributions to the prestige and public image of the correctional segment of the foodservice industry, through participation in community and civic involvement, interagency, governmental and/or professional foodservice organizations.

Name of Nominee _____

Title of Nominee _____

Agency/Institution _____

Address _____

City/State/Zip _____

Phone _____

Signature of Supervisor _____

Date _____

Phone of Supervisor _____

Name of Nominator _____

Title of Nominator _____

Agency/Institution _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Date _____

SEND COMPLETED FORMS TO: ACFSA Headquarters, 210 N. Glenoaks Blvd., Suite C, Burbank, CA 91502
OR FAX COMPLETED FORMS TO: (818) 843-7423 ▲ Questions? Call (818) 843-6608 ▲ www.ACFSA.org

MUST BE POSTMARKED OR ELECTRONICALLY TIME-STAMPED BY: MARCH 1, 2015



The Association of Correctional Food Service Affiliates

2015 EMPLOYEE OF THE YEAR

NOMINATION FORM

PLEASE FILL OUT COMPLETELY, SIGN AND MAIL TO ACFSA HEADQUARTERS,
210 N. GLENOAKS BLVD. STE C, BURBANK, CA 91502 (818) 843-6608 FAX: (818) 843-7423

MUST BE POSTMARKED OR SUBMITTED ELECTRONICALLY TIME-STAMPED ON OR BEFORE MARCH 1, 2015.
YOU MAY SUBMIT THIS FORM ON-LINE AT WWW.ACFSA.ORG

THE RECIPIENT WILL BE A COORDINATOR COOK OTHER LINE-SERVICE PROFESSIONAL
Anyone in the Correctional Food Service profession that is not eligible to be nominated for the Operator of the Year award
is eligible for the Employee of the Year award. Please check one of the above which applies to your situation.

1. Criteria noted in each category must be typed, single or double spaced, and not exceed one-half page per Roman numeral.
2. A copy of the official form provided must be used. Nominations must be neat and legible to be accepted. Electronic versions are acceptable.

Typed (no more than one-half page per question) give the following information:

- I. Describe your candidate's successful foodservice financial and operational techniques, such as cost and quality control standardization checks, HACCP controls, ServSafe management & procedures.
- II. Describe resource management initiated or utilized within the candidate's operation, including receiving standards, storage, product handling, and waste utilization.
- III. What has the candidate done that distinguishes him/her as a leader in the areas of food quality, menu concept development, food preparation and delivery techniques, and presentation?
- IV. Outline the candidate's contributions to the prestige and public image of the correctional segment of the foodservice industry, through participation in community and civic involvement, interagency, governmental and/or professional foodservice organizations.

Name of Nominee _____

Title of Nominee _____

Agency/Institution _____

Address _____

City/State/Zip _____

Phone _____

Signature of Supervisor _____

Date _____

Phone of Supervisor _____

Name of Nominator _____

Title of Nominator _____

Agency/Institution _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Date _____

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The Association of Correctional Food Service Affiliates

2015 HEROISM AWARD

NOMINATION FORM

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The ACFSA wants to recognize those members who have displayed unusual acts of valor or heroism either on or off the job. The person or persons will be given special recognition at the International Conference and within INSIDER Magazine. If they are unable to attend the conference, they will be recognized at the next State meeting.

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Company _____

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Why have you chosen this person to receive recognition for heroism or valor?

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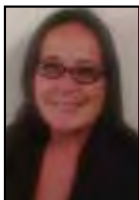
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cburns1951@gmail.com

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rsherman@canteenservices.com
&

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(334) 567-4094
bbigelowholly@gmail.com

Scholarship Committee
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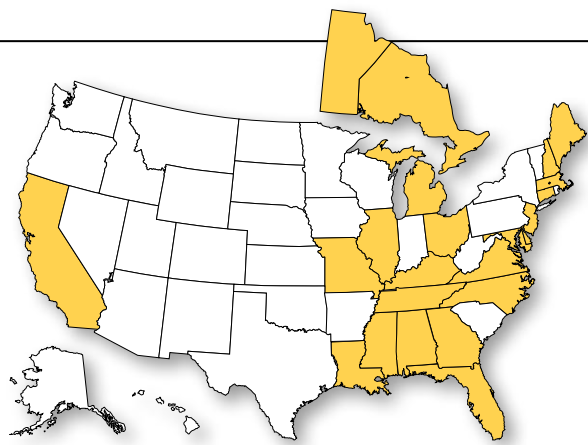
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Barbara Holly, CCFP, CDM, CFPF
and **Christine Berndt Althaus, RD, CD**

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The mission of the Association of Correctional Food Service Affiliates (ACFSA) is to develop and promote educational programs and networking activities to improve professionalism and provide an opportunity for broadening knowledge.

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1. Please send via e-mail by March 1, 2015 to:

ACFSA—INSIDER

Barbara Holly, e-mail: bbigelowholly@gmail.com or

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