From the first weld to the final inspection and hand polish, Salvajor products are created with no equal. All Salvajor products are assembled by dedicated skilled craftsmen with years of experience. These craftsmen build products designed to manage food waste in an efficient, environment friendly and cost effective manner for the commercial food service industry.

Food Waste Disposers and Controls

Food Waste Disposing Systems

Food Waste Collecting Systems

salvajor.com
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Happy New Year to you all! I hope you had a great year and I hope 2020 will be even better! 2019 was a great year for ACFSA as we celebrated 50 years as an Association. Throughout 2019 we reflected on our history in INSIDER and on Social Media. This was the leadup to a fantastic 50-year celebration at the Guesthouse at Graceland in Memphis, Tennessee. What a beautiful venue and an impressive attendance.

The days and nights were full of training, networking, and entertainment. I would like to personally thank all who attended the Conference and a huge thank you to our Vendor Member Sponsors for their monetary support. Many of our vendor members have been part of ACFSA for many years and have helped make ACFSA the great association it is today. To our longtime vendors and new vendors, I hope you continue to see the value of being a part of the ACFSA family.

In Memphis we honored and recognized all our Past Presidents and had nine in attendance at the Conference. The contributions given by all the Past Presidents and former Board Members have helped move ACFSA forward to where we are today.

2020 Conference
Even before the 2019 Conference kicked off, the planning of the 2020 Conference was underway. Next year’s conference will be held at the Radisson Blu, at the Mall of America and I will be the Co-Chair with Vendor Member Kerry Jacobson of KAJ Foods. There are already some great sessions and keynote speakers confirmed for this function. The Conference Planning Committee has a lot of ideas to make this an educational and entertaining event.

One of the sessions next year will address a hot topic being discussed not only in the US and Canada but around the globe. This subject is the food we feed the inmate population. As you know, the food we prepare in our institutions plays an important role on many fronts. Having healthy, nutritious, and palatable food keeps the inmate population healthy and content, and creates a safe environment for staff and inmates alike. It now seems that stretching beyond incarceration, the food we serve has a lasting effect on this population.

Another presentation next year will be researchers for the Food in Prison Project at Impact Justice, which is a national innovation and research center. They are exploring how the quality, quantity, and experience of food in prison affect physical health, mental well-being, and human dignity, as well as how food can be used as a tool for supporting reentry and reducing recidivism. Ultimately, they hope that their work will lead to recommendations that are grounded in the...
needs of stakeholders across the system. At this session they will share the findings of their research with us.

Also, continuing the hot topic of reentry programs, Chef Bobby Anderson will be the Monday Keynote Speaker at the 2020 Conference. Chef Bobby was a troubled youth who turned to cooking as a way out of the life he was living. His determination got him to season 4 of Hell’s Kitchen and today is the Founder and Executive Director of F BITES (Food Based Interventions with Technology, Energy & Science) which utilizes culinary education and cooking instruction as a vehicle to develop leadership, professional skills and career readiness. F BITES is a hands-on solution to the problems facing at-risk youth and chronically unemployed adults, to help break the cycle of poverty. Chef Bobby is also teaching culinary classes to female offenders at the Niagara County Jail in Niagara Falls. More to come on Chef Bobby and the 2020 conference lineup. Look for it in the coming months through INSIDER and Social Media.

Make it a point to visit www.acfsa.org and check out all the resources available to you. “Like” and follow ACFSA on Facebook to see updated information on the 2020 Conference and get the latest Correctional Food Service News from around the world.

Tim Thielman
Lt. Tim Thielman, CFSM, CCFP, ACFSA President
Greetings fellow ACFSA members. As correctional food service managers we may worry more about more inmate populations’ reaction to the holidays than our staff. We often forget that our staff is vulnerable during the holiday season as well. The holidays, although joyous for most, can be very stressful for both staff and inmates.

Managers and supervisors need to pay attention to both groups equally. We all can go through a variety of emotions at this time of year, but we can forget that line staff may be suffering through some of the same struggles that our inmate population does. This can include anxiety about being away from family, financial issues, and family pressures on top of the normal stressors corrections brings. Staff may resent having to work on Thanksgiving, Christmas, Chanukah or New Year’s Eve. I have heard other supervisors say that they “knew it when they took the job,” but frankly that doesn’t help the reality of the situation.

In addition to being away from their families, staff can resent the volunteer groups who crowd to prisons during the holiday season, bringing joy and good tidings to the inmates. If staff see inmates getting small perks to which they are not normally entitled, it can cause dissention. It helps tremendously for management to show up on holidays. Simply walk through the kitchen, visiting various areas of the operations, and thank your staff for a job well done. Always let them know you are thinking of them during the holiday season.

I remember my first Thanksgiving working as a Food Operations Director. I had planned to attend a big dinner at my father’s house. Family, friends and neighbors were coming – about 20 total. I felt however that my staff needed to know I appreciated them. I got up at 5:00 a.m. and made the one hour drive to my institution. Although at first my unannounced visit caused some suspicion among staff, after they realized my only agenda was to wish them a Happy Thanksgiving, all was well. I spent about an hour with them, just talking about how their day was going and letting them know I understood the sacrifice they were making. I have always felt that good communication is the key to successful management regardless of the business you are in. Don’t forget that during the holidays, kind words go a long way.

Thank you to all the correctional food service professionals who had to work this holiday season! If no one has told you lately, I appreciate what you do every day!

Happy New Year!

Justin Webb, ACFSA Vice President
Managing people well is important. And it’s a challenge to remain positive even in tough situations. It’s been shown that supervisors and managers who increase their leadership see better overall outcomes and greater personal rewards. Join us for a common sense discussion of these and other questions, as well as addressing your own. 1) What are the things most employees and clients want most from bosses? 2) What personal qualities predict leadership success? 3) What are 5 daily actions on which to focus with everyone you lead? It’s been said: “First we lead; then we manage.” (Bob Terry). This discussion can help you be better at doing both.

**Discussion Facilitator: Rick Cunningham**

Rick’s work primarily focuses on helping individuals and groups build relationships & trust. Over the past 33 years Rick has worked in leadership development and building a positive workplace at Ramsey County Minnesota. For the past 20 of those years he has also consulted with organizations in all sectors through his own consulting company. Rick has a BA in Sociology from the University of St. Thomas and an MA in Business Education from the University of Minnesota.

rick@richardcunninghamdevelopment.com
www.richardcunninghamdevelopment.com | 651-260-0061
Happy New Year Everyone!

Sure every year we hear the same things; “I want to exercise, I want to eat better” etc. blah, blah, blah! I mean no shame in your game, but what about “YOU”, the overall you? You know where you spend most of your time? At work!

So first let me ask you a question, what’s important to “YOU”, your staff and your partners?

The answer — focus on “YOU” and doing what you enjoy and what comes natural to you.

2020 VISION

What you can do differently daily to drive yourself, towards smashing some goals you wake up hungry daily to achieve. Some bold pointers from yours truly.

Work smarter not harder! Sure working 80 hours + a week looks good, but is it? Real productivity is being productive and working smart. Is what you’re really doing important and valuable? IT NEEDS TO BE! Focusing your time on the highest priority and things that bring long term value!** (like ACSFA by the way.) Seeing the big picture and choosing the right thing to work on is the bottom line.

Re-innovate and learn a new skill. As Steve Jobs rightly put, “Innovation distinguishes between a leader and a follower.” Sure, we all have limited time and budgets, however the more a team collaborates, it helps getting goals accomplished and the team established, period. The pitfall: once the team or company becomes larger and more established, the flexibility and innovation slows down. How to not have it slow down — ensure you involve everyone, and gather their ideas, concepts and insights no matter how different or basic. That will keep the inspiration flourishing, for all to stay inspired. WIN-WIN.

Delegate or outsource the rest. Although it might raise some slower learning curves for others during teaching or training, it will help build your free time and increase the value in your staff and partners. You’ll not only have more free time to focus on higher-level tasks, and long-term planning, your staff, partners and employees will feel they are not burnt out on the same song and dance and have “mentally” earned more in the ladder climb strive in life. End result: “YOU” yourself have built a successful dream of an A team!

I personally would like to close on this, I want ideas from each of you emailed to me about conference ideas and/or thoughts that will streamline success in all areas and build a stronger correctional community within ACFSA, so we all are achieving our GOALS!

It all starts with the “2020 YOU.”

As we look forward to this “2020 YOU,” we also reflect on our valued partnership with our members and vendor partners.

**ACFSA GOAL of 25% Membership Growth!

See you ALL in Minnesota! September 13-16, 2020

Melissa Hollie
Professional Partner Liaison - Food
925-580-1370
Hello and Happy New Year!

I simply cannot express how impressed I was with all the posts on the ACFSA Facebook page about many of you preparing Thanksgiving meals for those in your care, along with the countless Trustees who cooked meals for fellow Inmates, or for their communities at large. Felix Gonzales prepared 32 turkeys and fed over 400 people, which is simply incredible!

It’s easy to get into the rut of our daily routines as both Operators and Business Partners. We all know, better than most, how important food and hospitality are…but this time of year, it always seems to mean just that much more. So, on behalf of all Business Partners, I thank you for working as hard as you do and know that we acknowledge and are incredibly impressed by your efforts.

Something else we all have to be grateful for is a phenomenal 2019 Annual Conference! What an amazing time we all had at the beautiful Guest House at Graceland. Every year, the Conference seems to outdo itself and this year was no exception. I loved getting the opportunity to meet and spend time with so many of you at the Tradeshows and throughout the many days of education sessions and networking events. I was so humbled by the incredible honor and acknowledgement granted to me by Tim Thielman, in receiving the 2019 Benson Li President’s Award. To say I was surprised would be an absolute understatement. I and my fellow Business Partners don’t do the work we do for any sort of recognition; we do it so that we may play our small role in making your lives and your work easier, safer and more fulfilling, however possible. Tim - both personally and professionally, I again thank you.

Let’s reflect on what a productive, rewarding year 2019 was. We look forward to continuing to support you throughout 2020, as many of us are already putting plans in place to determine how we may support you in an even greater capacity next year! If there are products you need or solutions you feel might be of value, I encourage you to reach out to your Business Partners and share your thoughts and ideas — we can’t wait to hear them and to be of service!

Thank You,

Stephanie Luros-Gilbert
Equipment Vendor Liaison
As 2019 becomes a narrowing vision in the rear view mirror, looking forward at 2020, things are beginning to come into focus and it’s looking bright.

Wrapping up 2019 Conference

Make it a point to look at the Wrap-Up in this issue of INSIDER as we have some great photos and articles about the experience attendees had in Memphis. And, it was a great conference, to be sure. Many 1st time attendees, great sessions and amazing networking took place and I do hope you were able to be with us and that it has you champing at the bit to attend 2020 Conference in Minnesota!

Heading Into 2020

To start the year, we have the newest installment of our popular Webinar Series and it’s another exciting topic that you’re not going to want to miss. On February 4th at 12 PM PST (9 AM EST), facilitator Rick Cunningham will present “From Supervising to Leading - What Matters Most.” Mark your calendar to be with us and maybe even come away with one of two $25 gift cards to be given away!

Our States and Regions of ACFSA have meetings and Conferences throughout the year and it’s another great way to expand your knowledge of the Industry. The next one on the agenda is the California Chapter Conference that will take place at the Southern California Gas Company in Downey this March 29-April 1. They always do a great show and there are numerous opportunities for both our food service members as well as our Professional Partners and I hope you can attend and support the Chapter. More information is available on the ACFSAs website under the Chapters tab. Or, follow this link: www.acfsa.org/chapters/ca.php.

Speaking of websites, I love what the Virginia Chapter is doing with theirs and hope you’ll make it a point to visit (www.acfsava.org).

Other dates that I ask you to mark in your calendars are September 13-16, 2020. Those are the dates of the 2020 ACFSAs Annual International Conference and Vendor Showcase at the Radisson Blu Hotel at the Mall of America in Minneapolis, Minnesota. This marks a return to the location of one of our most successful conferences (2016). If you were with us, I am confident that you will want to return and for those that missed it last time, here’s a chance to experience the finest Correctional Food Service Show anywhere!

The theme is Minnesota Nice! This term is based on the stereotypical behavior of people from Minnesota to be courteous, reserved, and have a mild-mannered nature. For those that have visited, you know that it’s true and for those that have not, you’re going to be pleasantly surprised to interact with Minnesotans and experience Minnesota Nice!

All of the information that you need is available in this issue of INSIDER and on the ACFSAs website so Register today! And, Professional Partners, you have some great opportunities to sponsor the conference.
and with scholarships. Please consider supporting ACFSA in Minnesota.

**Awards & Scholarships**

Also available in this issue of INSIDER and on the website are the forms needed to nominate worthy ACFSA members for our Annual Awards, to be presented at the Annual Awards Banquet on Tuesday, September 16, 2020. This is something that I ask you to do to honor fellow members for extraordinary service in their Facilities and to Correctional Food Service as a whole. Operator of the Year, Employee of the Year and the Heroism Award are all in play and we need YOU to help us honor these members.

We also have Scholarship Applications available and this is a great opportunity for you to help with the cost of attending by providing up to $750 for expenses. Get on this right away to have a chance to be awarded a Scholarship to Minnesota 2020!

**Board Nominations**

The final note that I wanted to discuss with you is the Nomination Forms that are also available in this issue of INSIDER. We are seeking nominations for Vice-President/Treasurer and Region I & III Directors, as well as for the Professional Partner Liaison - Equipment & Supplies. I ask you to consider serving your Association and fellow members as it is an enormously fulfilling experience both personally and professionally. Not sure what it takes? No worries! Feel free to contact any of your current Board Members and they will be more than happy to share with you the expectations and duties. Thank you for your consideration!

So, that’s all that I have for now. I thank you for taking the time to read this and hope you visit all of the following pages for the information that I have mentioned. Until we chat again, I wish you a happy and healthy 2020 and look forward to seeing you soon!

*Jon Nichols*

Jon Nichols, IOM, ACFSA Executive Director
My experience at the ACFSA 50th Anniversary Conference in Memphis, Tennessee, was very positive and enjoyable. Not only did I get to travel to Memphis, Tennessee for the first time and tour Graceland, I also got to meet some very nice Correctional Food Service workers and Vendors that work for the jails and prisons across the Country.

Jim Painter’s Keynote Presentation on healthy living was very entertaining and motivating. The presentations by ACFSA Member Ancilla Rougier about her life events from inmate to food service manager for Virginia DOC and Brandon Chrostowski’s Keynote address about helping ex-convicts gain a successful future in the food industry were all so inspiring. Other major highlights included, the vendor show, the Good Source Scenic Stroll on Wednesday morning and the jail tour.

The camaraderie between people I met was wonderful and I felt welcomed and appreciated. I want to thank everyone who is involved is this association as so much work goes on behind the scenes. It was a great learning experience and I am thankful to have been a part of it.
As a scholarship recipient to the 2019 Annual International Conference in Memphis, it proved to be an excellent opportunity. Not only for myself as a food service professional but for one of my staff members as well, Brandy Lewis.

With most of us experiencing tight budgets and lacking additional funding for travel, the scholarship allowed an additional participant from Indiana as well. Our agency funds that would normally have been used for my travel were redirected to allow a second participant.

As a result, she was able to increase her knowledge base from the vast pool of experience of the attendees while developing her network of resources. The First Time Attendee Reception followed by the Vendor Reception allowed her to expand her contact list on both the operator and equipment fronts. What a great opportunity to get our future food service professionals involved.

When asked what she felt was the biggest asset of attending the conference for her, she replied, “I was extremely grateful for the opportunity to attend the 2019 ACFSA Conference. I met so many wonderful people with such extensive knowledge, that I know I can continue to learn from. I’ve already taken advantage of access to new resources and gained new perspectives from people in correctional food service with different viewpoints that have given me new ideas and outlooks. I’m excited to learn more about ACFSA, and network with my peers across the country. I know that being a part of this association will not only affect my personal growth and development, but impact the overall success of my agency as well.”

In conjunction with the session titled, “Dealing with the Stress of Working in a Correctional Institution,” I would also like to specifically thank Mark Engelke of Virginia and Jason Goggins of Maine, for sharing their refreshing approach to how they address the stress of their operations.

As always, the vendor show proved to be very beneficial. Nothing beats being able to discuss at length your needs and best options to meet those needs, than talking face to face with the expert representatives. It is likewise great to be able to see some of the new equipment as it becomes available to keep us up to date with the industry trends.

Thanks for the opportunity from us here in Indiana.
As I was looking forward to the 2019 Annual International Conference, I wondered what the conference would be like, what would I learn, who I would meet and what information could I take back to my organization. This conference has exceeded all of my expectations. From the moment I arrived in Memphis to the time I departed, I was learning, networking, and enjoying the sights and sounds of Memphis.

At the conference I felt everything was organized efficiently and effectively. I especially applaud the speakers; they were fantastic. I was particularly moved by the Keynote Speaker, Brandon Chrostowski who is from the Foundation of the Edwin’s Leadership and Restaurant Institute. His work assisting men and women successfully re-enter society was uplifting. Then to hear Ancialla Rougier’s inspirational success story as the last speaker was a perfect bookend to the conference. I plan to give a presentation of these reentry initiatives to my colleagues.

The Vendors’ Showcase and networking opportunities during the conference were invaluable. Vendors helped answer questions in regards to issues we were having at our institution. I made many contacts that will assist me in the future. I spent time networking with other ACFSA members. Talking with them and getting to know them was an added benefit both personally and professionally.

The accommodations and food were astounding. I really enjoyed going to Beale Street. Going to Graceland was on my bucket list, so I was thrilled to have this attraction just across the street. The entire trip was full of activity.

Being an ACFSA member is so beneficial to me, I look forward to spreading the word to other food service professional to increase the membership in our region. I eagerly wait until the next conference.

Thank You ACFSA for putting together such a fun, informative and enjoyable conference and thank you to the Vendors for sponsoring my scholarship. This experience was invaluable.
The CFSM Group met for lunch on Monday, September 23, 2019, at Gladys’ Diner at Graceland in Memphis Tennessee. The luncheon was hosted by Design Specialties and at the luncheon was Design Specialties President, Pattie Whitlock and Sales Specialist, Roxanne Doty. ACFSA sincerely appreciates the many years of support Pattie has given the association.

Nineteen early risers met up on Wednesday, September 25, 2019 for the annual Scenic Stroll, hosted by Good Source. This year the group walked down Elvis Presley Boulevard and up the long driveway to the famous Graceland Mansion. The group was able to stop for a few photos of the mansion and then proceeded to Graceland’s Meditation Garden where Elvis and his family have been laid to rest. Many thanks to Good Source for keeping this annual tradition going.
SAVE THE DATE

The 2020 ACFSA Annual International Conference & Vendor Showcase

SEPTEMBER 13-16, 2020
MINNEAPOLIS, MINNESOTA
RADISSON BLU - MALL OF AMERICA

The 2020 ACFSA Annual International Conference and Vendor Showcase will be held in Minneapolis, Minnesota - The Land of 10,000 Lakes!

You’ll have a chance to:

• Navigate through a sea of vendors at the Trade Show that specialize to the Correctional Food Service Industry

• Plot a course through a vast array of educational sessions designed to sharpen your skills and take you and your program to the next level

• Visit multitudes of other Correctional Food Service Professionals to network, share ideas and maybe have a little fun! We look forward to seeing you in Minnesota!
New York’s Best Chef of 2010. Chef Bobby used his skills at Buffalo’s Hyatt Regency and became Bobby for two of his restaurants in Manchester and London, a rare opportunity for many of the 4 out of 17 contestants under the fiery tutelage of Gordon Ramsay. Gordon went on to hire Chef Bobby for two of his restaurants in Manchester and London. Soon after, Chef Bobby founded the not-for-profit, F BITES. F BITES is a culinary vocational training program for youth & adults in Erie, Niagara & Monroe County, whose Mission Statement is to empower youth and adults with the mindset to be contributing members of society, inspiring work ethic and helps prepare people to get out into the work force and help contribute to their workforce skills, soft skills, and exposure to culinary art training. F BITES instills an exemplary work ethic and helps prepare people to get out into the work force and help contribute to their workforce skills, soft skills, and exposure to culinary art training. F BITES instills an exemplary

**CHEF BOBBY ANDERSON**
Monday, September 14

Chef Bobby studied at the Culinary Institute of America and began his career at EB Greens Steakhouse in Buffalo’s Hyatt Regency. Under his leadership, EB Greens was named the 4th best steakhouse in the country. Chef Bobby went on to open the Seneca Niagara Casino’s Restaurant and Buffet, which ultimately received 4 Stars. Perhaps best known for his role in Season 4 of Gordon Ramsey’s “Hell’s Kitchen.” Chef Bobby finished fourth out of 17 contestants and Ramsay hired him for two of his restaurants in Manchester and London.

His specialty is Southern cuisine and he began to explore the intricacies of Southern cooking and decided to master the cuisine, ultimately developing the multi-faceted F BITES menu. Referred to as contemporary new Southern cuisine, it’s a marriage of culinary wisdom, decades of training and tradition. Such a union allows Chef Bobby to take you back to the porch of decades ago, while simultaneously introducing you to a new generation of dishes.

**EMILY HUNT TURNER**
Tuesday, September 15

A civil rights attorney in Minneapolis with a background in housing, architecture and public policy, Emily Hunt Turner is the founder of All Square; a nonprofit social enterprise centered on a gourmet grilled cheese restaurant and institute that aims to reduce recidivism by supporting, rather than excluding, individuals with criminal records. The restaurant was founded in response to the widespread exclusion of those with records. Emily believes that all individuals deserve to be judged on their merit and not their mistakes. Additionally, she feels strongly that meaningful reparations for communities who have been disproportionately impacted by the criminal justice system are of the utmost importance.

Prior to launching All Square, Emily worked on issues of prisoner reentry, fair housing and segregation for the Department of Housing & Urban Development (HUD). Her hope with All Square is to leverage her talent, privilege, and network to empower those historically excluded while dismantling the divides that are isolating and destabilizing communities across the country.

**JAMETTA RASPBERRY**
Wednesday, September 16

Like many Black chefs, especially Black female chefs, Raspberry has struggled mightily to carve out a place for herself in the industry. Despite 15 years at the trade, she was made to feel as though she wasn’t a “real” chef. Her House of Gristle is a cultural and culinary institution. It’s important to note that Gristle isn’t solely about food preparation - It’s storytelling, hospitality, servitude.

“I don’t want to force my own aesthetic on people because I think it’s profitable. I genuinely want to fix problems,” said Raspberry. “(I want) to help people find joy in food.
### AGENDA

**The 2020 ACFSA Annual International Conference & Vendor Showcase**

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<td>Registration</td>
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<td>Silent Auction / Donation Collections</td>
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<td>11:00 am - 2:45 p.m.</td>
<td>Board Meeting</td>
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<td>2:45 p.m. - 3:45 p.m.</td>
<td>CCPF/CFSM Workshop</td>
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<td>3:30 p.m. - 4:30 p.m.</td>
<td>Chapter Presidents’ Meeting</td>
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<td>4:30 p.m. - 6:00 p.m.</td>
<td>First Timers Reception with board and sponsors</td>
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<td>Evening free for vendor Invitations</td>
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<td>Registration</td>
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<td>Breakfast on your own</td>
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<td>7:30 a.m. - 8:30 a.m.</td>
<td>Tentative - Dietitians Breakfast (invitation only) Hosted by National Food Group</td>
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<td>8:30 a.m. - 9:00 a.m.</td>
<td>Opening Ceremonies and Speaker - Sheriff</td>
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<td>9:00 a.m. - 10:00 a.m.</td>
<td>Opening Keynote: Chef Bobby Anderson</td>
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<td>Break</td>
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<td>Transitional Leadership (Richard Cunningham )</td>
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<td>Regional Round Table</td>
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<td>Region 1</td>
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<td>Region 3</td>
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<td>Region 4</td>
</tr>
<tr>
<td>12:00 p.m. - 1:30 p.m.</td>
<td>Lunch on Own</td>
</tr>
<tr>
<td>12:00 p.m. - 1:30 p.m.</td>
<td>Dietitians Lunch (invitation only) Hosted by Good Source Solutions</td>
</tr>
<tr>
<td>12:00 p.m. - 1:30 p.m.</td>
<td>CFSM Lunch (invitation only) Hosted by Design Specialties</td>
</tr>
<tr>
<td>12:00 p.m. - 1:30 p.m.</td>
<td>Administrator’s Lunch (invitation only) Hosted by Food Concepts</td>
</tr>
<tr>
<td>1:30 p.m. - 2:30 p.m.</td>
<td>General Session / Professional Boundries (Captain Olay)</td>
</tr>
<tr>
<td>2:30 p.m. - 2:40 p.m.</td>
<td>Break</td>
</tr>
<tr>
<td>2:40 p.m. - 3:40 p.m.</td>
<td>Equipment Panel; Facilitator - Stephanie Gilbert</td>
</tr>
<tr>
<td>3:45 p.m. - 4:45 p.m.</td>
<td>Dietitian’s Panel; Facilitator - Barbara Wakeen, MA, RDN, LD, CCFP, CCHP</td>
</tr>
<tr>
<td>4:00 p.m. - 4:45 p.m.</td>
<td>Vendors Meeting (Vendors Only)</td>
</tr>
<tr>
<td>6:00 p.m. - 10:00 p.m.</td>
<td>Vendors Reception &amp; Entertainment</td>
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<table>
<thead>
<tr>
<th>Tuesday, September 15, 2020</th>
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<tbody>
<tr>
<td>7:30 a.m. - 8:30 a.m.</td>
<td>Business Meeting Breakfast</td>
</tr>
<tr>
<td>8:30 a.m. - 9:30 a.m.</td>
<td>Keynote Speaker Emily Hunt Turner</td>
</tr>
<tr>
<td>10:00 a.m. - 1:00 p.m.</td>
<td>Vendors Showcase</td>
</tr>
<tr>
<td>1:00 p.m. - 1:15 p.m.</td>
<td>Break</td>
</tr>
<tr>
<td>1:15 p.m. - 2:15 p.m.</td>
<td>Food in Prison Project (Leslie Soble)</td>
</tr>
<tr>
<td>2:25 p.m. - 3:25 p.m.</td>
<td>Offender Culinary Program Discussion Panel (Chef Nathan Sartain)</td>
</tr>
<tr>
<td>3:45 p.m. - 4:45 p.m.</td>
<td>Regional Competition - Game Show - &quot;You Bet Your Cash&quot;</td>
</tr>
<tr>
<td>6:00 p.m. - 7:00 p.m.</td>
<td>Pictures</td>
</tr>
<tr>
<td>7:00 p.m. - 9:00 p.m.</td>
<td>Awards Banquet</td>
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<table>
<thead>
<tr>
<th>Wednesday, September 16, 2020</th>
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<tbody>
<tr>
<td>7:00 a.m. - 8:00 a.m.</td>
<td>Scenic Walk Hosted by Good Source</td>
</tr>
<tr>
<td>8:30 a.m. - 9:30 a.m.</td>
<td>Keynote Speaker Jametta Raspberry</td>
</tr>
<tr>
<td>9:40 a.m. - 10:40 a.m.</td>
<td>Unnamed Session (Celeb Johnson, Sanitarian)</td>
</tr>
<tr>
<td>10:50 a.m. - 11:50 a.m.</td>
<td>Correctional Law as it pertains to Food Service (Carrie Hill)</td>
</tr>
<tr>
<td>12:00 p.m. - 2:00 p.m.</td>
<td>Tour to Rancher’s Legacy Meat Company</td>
</tr>
<tr>
<td>Afternoon</td>
<td>Departures until next year!</td>
</tr>
</tbody>
</table>
# ACFSA 2020 Annual International Conference & Vendor Showcase

**September 13-16, 2020 | Minneapolis, Minnesota | Radisson Blu at the Mall of America**

**OFFICIAL ACFSA CONFERENCE REGISTRATION FORM**

**ACFSA 2020 Annual International Conference & Vendor Showcase**  
**September 13-16, 2020**  
**Minneapolis, Minnesota**  
**Radisson Blu at the Mall of America**

<table>
<thead>
<tr>
<th>Name</th>
<th>Nickname for Badge</th>
<th>First ACFSA Conference (circle)</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
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<thead>
<tr>
<th>Position</th>
<th>Facility/Company</th>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
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<table>
<thead>
<tr>
<th>Email Address (MANDATORY)</th>
<th>Contact Phone (MANDATORY)</th>
<th>Phone for Publication (OPTIONAL)</th>
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<tr>
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<table>
<thead>
<tr>
<th>Guest Name</th>
<th>Guest Name</th>
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## Number of Attendees

<table>
<thead>
<tr>
<th>Type of Registration</th>
<th>Early July 15, 2020</th>
<th>Regular Aug. 31, 2020</th>
<th>Late Sept. 1 - On-Site</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACFSA Food Service, Institutional or Retired</td>
<td>$375</td>
<td>$425</td>
<td>$475</td>
<td></td>
</tr>
<tr>
<td>ACFSA Non-Member Food Service Employees ONLY NO EXCEPTIONS**</td>
<td>$445</td>
<td>$500</td>
<td>$550</td>
<td></td>
</tr>
<tr>
<td>Guests (Includes Friends, Relatives, Only)</td>
<td>$250</td>
<td>$275</td>
<td>$325</td>
<td></td>
</tr>
<tr>
<td>One Day Member and Non-Member Food Service Employees Only - NO EXCEPTIONS**</td>
<td>$120</td>
<td>$145</td>
<td>$175</td>
<td></td>
</tr>
<tr>
<td>Vendor Show Only Food Service Employees Only - NO EXCEPTIONS**</td>
<td>$30♦</td>
<td>$40♦</td>
<td>$50♦</td>
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</table>

**TOTAL DUE**

(Full payment MUST accompany completed registration form)

**REGISTRATION FEES**

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<td>$50♦</td>
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**PAYMENT INFORMATION**

If paying by check, make payable to ACFSA  
Check #__

Send Payment to: **ACFSA, PO Box 10065, Burbank, CA 91510**

For those paying with a credit card, please fill in the information below and **FAX to 818-843-7423**

<table>
<thead>
<tr>
<th>Credit Card Number</th>
<th>Expires</th>
<th>V-Code</th>
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<table>
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<tr>
<th>Billing Address</th>
<th>Billing Zip Code</th>
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</table>

Name on Card | Signature of Cardholder |
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</table>

**If there are five or more attendees from the same facility attending Conference, they will receive a 25% discount. This discount applies ONLY to Foodservice Professionals attending the Vendor Show.**

**Only Food Service Employees & Exhibitors will be permitted to attend Conference & Trade Show. Non-Exhibiting Vendors will NOT be permitted to attend Conference or Trade Show under ANY CIRCUMSTANCES.**

**CANCELLATIONS**

Cancellations requested in writing to ACFSA will be given a full refund if received on or before August 13, 2020. Cancellations received after August 13 & no-shows will NOT be refunded.

**REGISTRATION**

Registration will begin Sunday, Sept. 13 at noon. Badges, programs and other materials will be provided at that time. Please be aware that NO confirmations will be sent.

Please notify ACFSA of any Special Dietary Requirements. Send this information with your registration and we will do our best to accommodate your needs.

**Questions? 818-843-6608 | www.ACFSA.org**
Sophisticated Style. World-Class Shopping.

Conveniently connected to the Mall of America, Radisson Blu Mall of America gives you access to the largest indoor entertainment and shopping mall in the United States with modern amenities and fashion-forward design. Metro Transit Light Rail puts you in downtown Minneapolis within minutes, and convenient highway access means the state capitol in St. Paul is only a short drive away.

Radisson Blu at MOA
2100 Killebrew Dr
Bloomington, MN 55425
(952) 881-5258
www.radissonblu.com

Single/Double Rate - $135*
*Prevailing Government Per diem
*Room reservation cut-off is August 12, 2020

Mention that you are a part of the ACFSA Conference to get the special group rate.

Hotel rooms and exhibit space fill up quickly. The sooner you register, the more likely you are to get the arrangements you want. You can access complete conference and registration information by visiting the ACFSA website or on the pages of INSIDER.

Questions? Call 818-843-6608

**Hotel Fun Facts & Inspirations from Hotel Designer Jim Hamilton**

Inspiration for the white wall in the main lobby is the tissue paper in the Mall of America shopping bags

The rug in the main lobby, under the nest chairs near the fireplace, is the topography of Minnesota lakes

The wood on the walls and ceiling in Firelake Grill House & Cocktail Bar is recycled barn wood from Minnesota

The 500 superb fashion-inspired rooms include 181 king, 290 queen/queen, and 29 well-appointed suites

The west coat room is painted by local graffiti artist, Jojo of Eros in St. Paul

The skybridge on the 2nd floor is modeled after the skyways in downtown Minneapolis

The pattern of the ballroom carpets is the DNA of a Minnesota Twins jersey

Conveniently connected by skyway to Mall of America, the largest entertainment & shopping mall in the United States
ACFSA Professional Partners!
An Opportunity for You to Get in Front of the Decision-Makers for Correctional Food Service

The 2020 Annual ACFSA International Conference and Vendor Showcase is September 13-16, 2020 at the Radisson Blu - Mall of America

Why Should Your Company Exhibit at the 2020 ACFSA Annual International Trade Show?

This is the one opportunity of the year to meet face-to-face with the buyers and decision-makers in the Correctional Food Service market. With three hours of dedicated time to show your latest products and old favorites, you will have a chance to give your existing and potential customers a hands-on understanding they may not otherwise have a chance to experience.

With this exclusive gathering of Correctional Food Service Professionals, your company will have the advantage in an incredibly competitive marketplace. And with educational sessions highlighting the most recent information on the industry you will have an insight into your customer’s future needs.

You’ll have outstanding one-on-one time with Conference Attendees on both the show floor and at the numerous networking functions that we will have at conference. Make sure that you’re setting time aside to attend educational sessions, receptions and meal functions as they are all included in your registration!

If you are in the Correctional Food Service Market, or looking to join the fray, this is the one show of the year that you cannot afford to miss!

Register to exhibit at the 2020 ACFSA Annual International Conference today!
## ACFSA Conference Sponsorship Opportunities

Sponsorships enhance ACFSA conferences by giving Professional Partners the opportunity to show their support for the professional development of those in the Correctional Food Service Industry. Scholarship donors show support for the educational development of ACFSA members and contribute to conference attendance. ACFSA has a wide range of sponsorship opportunities and benefit from many levels of recognition. ACFSA sponsors receive recognition before, during, and after the conference, are listed in the pre-show issue of INSIDER magazine, and on the ACFSA website. At the conference, they are prominently displayed on sign work, and highlighted in the brand new conference App, and publicly thanked by the association leadership from the podium during main events. Please feel free to contribute on your Registration form. Also, if you would like to be an exclusive Sponsor of an event such as the Awards Banquet, Opening Breakfast, or any other facet of the Conference, please visit the ACFSA website for details or call the ACFSA office.

Please note that some opportunities are limited and are on a first come, first served basis.

### Thank you in advance for your generous contributions!

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Benefits</th>
<th>Contributions</th>
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<tr>
<td>Diamond Level</td>
<td>Board &amp; First Timer's Reception (1 person from Organization)</td>
<td>$10,000</td>
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<td>Logo on presentation screen to thank sponsors</td>
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<td>Logo on signs at conference</td>
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<td>Logo on APP Home Page</td>
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<td>Bag Insert (1 page POS - Diamond and Platinum Only)</td>
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<td></td>
<td>Diamond Sponsor Ribbon for all company attendees</td>
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<td></td>
<td>1 e-mail blast to membership during 2018 calendar year</td>
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<tr>
<td>Platinum Level</td>
<td>Board &amp; First Timer's Reception (1 from each org attends)</td>
<td>$6,000</td>
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<tr>
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<td>Breakfast, Keynote or General Session intro - 2 min podium</td>
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<td>1/2 page ad in The Insider Magazine</td>
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<td>1 Showcase Prime Corner Booth (based on availability)</td>
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<td></td>
<td>2 additional “Showcase Only” badges</td>
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<td>Discount price for additional Booth Attendees $100 each</td>
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<tr>
<td>Gold Level</td>
<td>Podium Time - intro speaker at an educational session</td>
<td>$4,000</td>
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<td>1/4 page ad in The Insider Magazine</td>
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<tr>
<td></td>
<td>1 Showcase Corner Booth (or preference based on availability)</td>
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<td>2 full conference registrations</td>
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</tr>
<tr>
<td></td>
<td>1 additional “Showcase Only” badges</td>
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<td></td>
<td>Discount price for additional Booth Attendees $100 each</td>
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</tr>
<tr>
<td>Silver Level</td>
<td>Showcase Booth priority slot (based on availability)</td>
<td>$2,000</td>
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<tr>
<td></td>
<td>2 Full Conference Registrations</td>
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<tr>
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<td>Discount price for additional Booth Attendees $100 each</td>
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<tr>
<td></td>
<td>Silver Sponsor Ribbon for all company attendees</td>
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</table>

CASH Donation: __ $1,000 __ $750 __ $500 __ $250 ______ Other

September 13 - 16, 2020
Minneapolis, MN
Radisson Blu Mall of America
Association of Correctional Food Service Affiliates

2020 ANNUAL SPONSORSHIP APPLICATION

Company Name (as it should appear in print) __________________________________________________

Key Contact Name ______________________________ Title ______________________________

Address _______________________________________________________________________________

City _____________________________________________________ State _________ Zip___________

Phone _____________________________________ Mobile ___________________________________

Email _________________________________________________________________________________

2020 CONFERENCE SPONSORSHIP LEVELS

☐ DIAMOND - $10,000
☐ PLATINUM - $6,000
☐ GOLD - $4,000
☐ SILVER - $2,000
☐ OTHER _________

PAYMENT INFORMATION:

☐ My check payable to ACFSA is enclosed

☐ Send an invoice

Charge my credit card:

___ Discover  ___ Visa  ___ AMEX  ___ MasterCard

Account # __________________________________________  Exp Date __________  V-Code* ______

Name on Card __________________________________________________________________________

Billing Address __________________________________________________Billing Zip Code ___________

Check # _________ is enclosed with form.  V-code - 3 digit on back of Visa/MC or 4 on front of AMEX

I agree to the charges indicated above. Refunds cannot be made after sponsorship form has been received by ACFSA headquarters.

Please check all information carefully.

QUESTIONS?

Contact: jonnichols@acfsa.org or call (818) 843-6608
In today's tough economic times, budgets are restricting food service personnel from attending conferences and learning about the products and services they need. Many use vacation time and pay their own way.

Help these food service professionals attend the ACFSA Annual International Conference to meet vendors like you! ACFSA would like to give $750 to 10 people to help with their expenses at the conference. We need your help to reach that goal. For any donation of $250 or more you will receive:

- A special Scholarship Donor Sign to display at your booth
- Group picture and listing in The INSIDER magazine
- Recognition at Opening Reception and again at the Banquet

Company Name (as it should appear in print) __________________________________________________
Key Contact Name ____________________________________  Title ______________________________
Address ________________________________________________________________________________
City ______________________________________________________ State _________  Zip___________
Phone  ______________________________________   Mobile  ___________________________________
Email __________________________________________________________________________________

2020 CONFERENCE SCHOLARSHIP LEVELS:
☐ DIAMOND - $2,500  ☐ PLATINUM - $1,000  ☐ GOLD - $750
☐ SILVER - $500  ☐ BRONZE - $250  ☐ OTHER _____

PAYMENT INFORMATION:
☐ My check payable to ACFSA is enclosed
☐ Send an invoice
Charge my credit card:
   ___ Discover   ___ Visa   ___ AMEX   ___ MasterCard
Account # __________________________  Exp Date ___________  V-Code* ________
Name on Card __________________________________________________________________________
Billing Address __________________________________________________Billing Zip Code ___________

Check # _________ is enclosed with form. *V-code - 3 digit on back of Visa/MC or 4 on front of AMEX

I agree to the charges indicated above. Refunds cannot be made after scholarship form has been received by ACFSA headquarters.

QUESTIONS?
Contact: jonnichols@acfsa.org or call (818) 843-6608

THANK YOU FOR YOUR GENEROUS DONATION AND SUPPORTING ACFSA MEMBERS!
Exhibitor Registration Opportunity

2020 Annual International Conference & Vendor Showcase
September 13-16, 2020
Radisson Blu Mall of America 2100 Kilbrew Dr., Bloomington, MN  55425
I am the AUTHORIZED REPRESENTATIVE (office contact person with address information) to receive all corresponding materials relating to Exhibits, Exhibiting at the 2020 ACFSA Conference in Bloomington, MN (* Indicates a REQUIRED FIELD)

*NAME ___________________________ TITLE ___________________________
*Company/Organization ___________________________
*Mailing Address ___________________________
*City/State/Zip ___________________________
*CONTACT PHONE ___________________________ FAX ___________________________
*Contact EMAIL ___________________________ Website ___________________________
*Contact for Publication in Program Book ___________________________
*Phone for Publication ___________________________ * Email for Publication ___________________________
25 word description for publication: __________________________________________________________________________
________________________________________________________________________________________________________
________________________________________________________________________________________________________
________________________________________________________________________________________________________

PLEASE SIGN ME UP TO EXHIBIT AT THE 2020 ACFSA ANNUAL INTERNATIONAL CONFERENCE IN BLOOMINGTON, MN

ACFSA Member $1295 each Booth  ___________  +$50 ___________  = Total Amount ___________  
Corner Booths $50 Additional  Number of Booths  Number of Corner Booths  Total  
NON- Member $1725 each Booth**  ___________  +$50 ___________  = Total Amount ___________  
Corner Booths $50 Additional  Number of Booths  Number of Corner Booths  Total  

Each Booth or Display receives 2 Complimentary full conference attendees. Additional Booth Personnel Registrations $300, per person. Additional names and payment will be collected on name badge form closer to conference. Full Conference Personnel will have access to and are welcome and encouraged to attend all Educational Sessions and Social Events

**Non-Members pay the Member Booth Price if they JOIN ACFSA! ACFSA Membership $384 Annually  YES ___________  
I would like to be a Sponsor for the 2020 Conference! Minimum Contribution $250  YES ___________  
Exclusive Sponsorship Opportunities are available! Call (818) 843-6608 or visit www.ACFSA.org for details.  Total  
I would like to be Scholarship Sponsor for 2020 Conference! Minimum Contribution $250  YES ___________  
Total  
I will need refrigerated storage ___________(list approx # of boxes and estimate sizes – for planning purposes)

GRAND TOTAL DUE FOR ALL SERVICES $ ___________

NON-EXHIBITING VENDORS ARE NOT PERMITTED AT THE ACFSA CONFERENCE AT ANY TIME

CANCELLATION DEADLINE IS MAY 15, 2020
CANCELLATION REQUESTS MUST BE MADE IN WRITING ON OR BEFORE MAY 15, 2020 - NO REFUNDS WILL BE MADE AFTER THIS DATE

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS  Questions? Call ACFSA at (818) 843-6608

Pay with a Check:  Made Payable to ACFSA:  Check Number ___________
Pay with a Credit Card:  Visa ☐  MasterCard ☐  American Express ☐
Name on Card ___________________________  Card # ___________________________
Expiration ___________  V Code ___________  Billing Address ___________________________  Zip ___________
Signature ___________________________

Send Completed Form to:  ACFSA, PO Box 10065, Burbank, CA 91510
If paying with a Credit Card, you may FAX your completed form to (818) 843-7423
Happy New Year! It’s hard to believe 2019 is over and we are moving in to 2020 activities. It has been a busy year! 2020 should present some notable changes for correctional nutrition. Corrections RDNs met twice this year in person, at ACFSA’s Dietitians in Corrections Networking Luncheon in Memphis, and at the Academy of Nutrition and Dietetics (Academy) DHCC-Corrections Sub-unit meeting in Philadelphia. There was a small overlap of RDNs who were both ACFSA and Academy members.

ACFSA Dietitians in Corrections Networking Luncheon

THANK YOU to Good Source for your continued support of the ACFSA Dietitians in Corrections (DIC) networking event and our delicious lunch! A special thanks to Anna Tulino (we missed you Anna) and Gloria Salem for coordinating our event. We had a nice turnout with 14 RDNs in attendance and a warm welcome to a few first-time attendees.

I shared some Academy updates about proposed state compacts for licensure (for those working across state lines), and Academy communications to Immigration and Customs Enforcement (ICE), Department of Homeland Security (DHS) and Customs and Border Patrol (CBP) regarding nutritional care and feeding of immigrant populations. If anyone is working with, or providing food to these populations, and wants to be involved as the Academy gets more involved, please contact me. Look for future communications and publications from the Academy relating to improved nutritional standards for CBP detention facilities.

We also had lively discussions that touched on current hot topics such as IDDSI – International Dysphagia Diet Standardization Initiative - https://iddsi.org, pureed recipes and logistics in corrections, and low sodium products that aren’t high potassium. The latter is desirable to help accommodate renal diets, in particular.

DHCC Corrections Sub-unit Meeting

The DHCC Corrections Sub-unit met at the Academy’s Food and Nutrition Conference and Expo (FNCE) in Philadelphia. Mitchel Holliday, EdD, RDN, FAND, Sub-unit Chair, led the discussion. Approximately a dozen RDNs (about half ACFSA members), plus an intern, shared new issues or trends they are working through and highlighted successes.

Also, California Correctional Health Care Services (CCHCS) has recently added many new job opportunities for registered dietitians throughout the state. They are actively recruiting for the state classifications of Food Administrator I/II and Registered Dietitian. CCHCS offers a competitive compensation package and the opportunity to be part of a progressive team of healthcare professions. California has 35 prisons where dietitians provide medical nutrition therapy in person or via telemedicine to an inmate population of over 120,000. More information regarding job opportunities can be found at www.cchcs.ca.gov or by contacting Rebecca Yager, MS, RDN, Chief of Dietary Services at Rebecca.Yager@cdcr.ca.gov.
CCHCS is also in the process preparing their pre-candidacy application package to establish an accredited dietetic internship program specializing in Correctional Healthcare. If approved, this would be the first dietetic internship program based in a correctional setting!

**Child Nutrition Reauthorization Update**

As a follow-up to the 2016 endeavors to alter the Child Nutrition program for corrections, this fall I connected with the new Academy representative, Elizabeth Campbell, MA, RDN, Senior Director, Legislative and Government Affairs, to address the Academy’s recommendations from 2016 and the CNR (Child Nutrition Reauthorization) bills from the Senate and the House. She advised that those bills were never signed into law. She has reached out to the Senate committee staff to see whether this language has been included in the 2019 Senate bill, which had not been released yet at the time of our discussion. She is keeping me in the loop with any updates. The table below is what has been presented to the Senate staff:

<table>
<thead>
<tr>
<th>ACADEMY RECOMMENDATION LANGUAGE</th>
<th>SENATE BILL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ensure that children have adequate nutrition in special populations and settings, such as Residential Child Care Institutions, that supply the total daily dietary requirements for youth and adolescents, recognizing that most juvenile facilities, or those feeding juveniles, serve approximately 3000 to 3500 calories per day in three meals and a snack to meet the nutritional needs and activity levels of these children in their rehabilitation process.</td>
<td>Adjust the definition of “institution” under the Child and Adult Care Food Program (“CACFP”) to include a public or licensed nonprofit private residential child care institution that meets certain requirements (described in subsection (v) (1)) and any boarding school funded by the Bureau of Indian Education.</td>
</tr>
</tbody>
</table>

Authorize residential child care institutions to be eligible for reimbursement for meals or supplements served to eligible children residing at the institution (1 breakfast, 1 lunch, 1 snack OR 1 breakfast, 1 supper and 1 snack)

<table>
<thead>
<tr>
<th>HOUSE BILL LANGUAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Includes option for RCCI (language more clear that you must choose NSLP or CACFP); must work through state agency to gain approval</td>
</tr>
<tr>
<td>- Only allow for children under 12 or are disabled.</td>
</tr>
<tr>
<td>- Meal supplement is only 1 breakfast, 1 lunch, 1 snack OR 1 breakfast, 1 supper, 1 snack</td>
</tr>
</tbody>
</table>

**Continuing Education Credits**

As a reminder to all RD/RDN/DTRs, you can get at least a year’s worth of CPEUs at the ACFSA International Conference. Credits are hour-for-hour attendance based on the sessions you attended. Just as with other educational events, track your hours according to what you attended. Exhibits count too. Don’t forget to keep your certificate of attendance and conference program book for your records.

**ACFSA Networking Discussion Group**

Have a question about foodservice practices or a diet? Send me an email to be posted on the Dietitians in Corrections Networking Listserv. 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 Corrections Sub-Unit Electronic Mailing List (EML)**

The Corrections Sub-Unit is “umbrella’ed” under the Dietetics in Health Care Communities (DHCC) dietetic practice group of the Academy of Nutrition and Dietetics (AND). DHCC has an electronic mailing list (EML) for the Corrections Sub-Unit where members can share queries and information.

When renewing your Academy of Nutrition and Dietetics (AND) membership, or joining the Academy, be sure to join or renew the DHCC DPG-31 and subscribe to the DHCC Corrections Sub-Unit. To participate in the EML, one must be a DHCC member, which requires one to be a member of the Academy 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 contact Mitchel Holliday at Mitchholliday@gmail.com. There are many member benefits including networking, publications, webinars and continuing education credits.
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 April 17, 2020 in the manner prescribed in the pertaining policy letter and on the form itself.

All application/nomination forms must be sent by April 17, 2020 to the ACFSA Office, PO Box 10065, Burbank, CA 91510 or faxed 818-843-7423. 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 ten-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. Regional 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/Sherriff 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.
IV. Time Frames for Scholarship Policy
Apr 17: Application must be postmarked/electronically time-stamped on or before midnight.
Apr 20: 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.
Apr 30: 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/analyze and tabulate the final results.
The Past President will then notify the Board of Directors of the final decision.
Second Monday in May: Scholarship recipients shall be notified by the President in writing and/or electronically of the award of the scholarship.
Third Monday in May: 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, 2019. 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 April 17, 2020.
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 May 15th.
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)
April 17: Applications must be postmarked or electronically time-stamped by midnight.
April 20: The ACFSA Board of Directors will receive copies of all eligible nominations for review.
April 30: 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.
May 15: 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, 2015. 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 postmarked or electronically time-stamped on or before midnight April 17, 2020.

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)

April 1: Applications must be postmarked or electronically time-stamped by midnight.

April 15: The ACFSA Board of Directors will receive copies of all eligible nominations for review.

April 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.

May 15: 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 2020 Heroism Award is April 17, 2020.
The Association of Correctional Food Service Affiliates

2020 Scholarship Application

Please fill out both sides completely, sign and mail to ACFSA Headquarters, PO Box 10065, Burbank, CA 91510 818-843-6608 Fax: 818-843-7423 or e-mail to ACFSA Headquarters at Awards@ACFSA.org

Must be postmarked or submitted electronically time-stamped on or before April 17, 2020. You may submit this form on-line at www.ACFSA.org

Please Check only one box
☐ Continuing Education Scholarship (Member at least one year at time of application)
☐ 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:
□ ACFSA Certified Correctional Foodservice Professional □ ACFSA Certified Correctional Food Systems Manager
□ Registered Dietitian □ Dietary Manager's Association Certificate or License
□ Certified Chef □ Other Certification - Specify ______________________

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

FOOD
(check only one)         EQUIPMENT
(check only one)         (check only one)

☐ Final Decision          ☐ Final Decision
☐ Strong Influence        ☐ Strong Influence
☐ Limited Influence       ☐ 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, PO Box 10065, Burbank, CA 91510
Or, Email to Awards@ACFSA.org
OR FAX Completed Forms to: 818-843-7423  ▲  Questions? Call (818-843-6608  ▲  www.ACFSA.org
MUST BE POSTMARKED OR ELECTRONICALLY TIME-STAMPED BY: APRIL 17, 2020
The Association of Correctional Food Service Affiliates

2020 Operator of the Year Nomination Form

Please fill out both sides completely, sign and mail to ACFSA Headquarters, PO Box 10065, Burbank, CA 91510 818-843-6608 Fax: 818-843-7423 Or e-mail to ACFSA Headquarters at Awards@ACFSA.org

Must be postmarked or submitted electronically time-stamped on or before April 17, 2020. 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, PO Box 10065, Burbank, CA 91510

Or, Email to Awards@ACFSA.org

Or FAX Completed Forms to: 818-843-7423  ▲ Questions? Call (818-843-6608 ▲ www.ACFSA.org

MUST BE POSTMARKED OR ELECTRONICALLY TIME-STAMPED BY: APRIL 17, 2020
The Association of Correctional Food Service Affiliates

2020 Employee of the Year Nomination Form

Please fill out both sides completely, sign and mail to ACFSA Headquarters,
PO Box 10065, Burbank, CA 91510 818-843-6608 Fax: 818-843-7423
Or e-mail to ACFSA Headquarters at Awards@ACFSA.org

Must be postmarked or submitted electronically time-stamped on or before April 17, 2020.
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 _________________________________________________________________________________________________________

Send Completed Forms to:  ACFSA Headquarters, PO Box 10065, Burbank, CA 91510
Or, Email to Awards@ACFSA.org

OR FAX Completed Forms to: 818-843-7423  ▲ Questions? Call (818-843-6608  ▲ www.ACFSA.org

MUST BE POSTMARKED OR ELECTRONICALLY TIME-STAMPED BY: APRIL 17, 2020
Please fill out both sides completely, sign and mail to ACFSA Headquarters, PO Box 10065, Burbank, CA 91510 818-843-6608 Fax: 818-843-7423. OR e-mail to ACFSA Headquarters at Awards@ACFSA.org

Must be postmarked or Submitted electronically time-stamped on or before April 17, 2020. You may submit this form on-line at www.ACFSA.org

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.

NOMINEE INFORMATION

Name____________________________________________________________________________________
Company ___________________________________________________________________________________
Phone _____________________________________________________________________________________
Fax ________________________________________________________________________________________
Email ______________________________________________________________________________________

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

NOMINATOR'S INFORMATION

Name____________________________________________________________________________________
Company ___________________________________________________________________________________
Phone _____________________________________________________________________________________
Fax ________________________________________________________________________________________
Email ______________________________________________________________________________________
Greetings from California!

Our CA Chapter finished up the year strong with our last Chapter meeting of the year Oct.17, 2019 at Lompoc Federal Correctional Institution. We had a great turnout and an excellent Santa Maria BBQ provided by the facility. As usual we had great training and a discussion on Plant Based Diets. Thank you to everyone who helped make this a great meeting.

Our new CA Board for 2019/2020
- President: Mr. Dale Turner, Los Angeles Sheriff’s Department
- President Elect: Mr. Brian Winn, Retired CDCR
- Past President: Mr. Lawrence Mendez, San Diego Sheriff’s Department
- Treasurer: Mr. Carlos Salazar, Pleasant Valley CDCR
- Secretary: Ms. Donna Kaminski, San Luis Obispo Sheriff’s Office
- Northern Rep: Ms. Marlene Tutt, San Diego Sheriff’s Department, Dietitian
- Southern Rep: Phillip Bettencourt, CDCR
- Food Liaison: Ms. Melissa Hobbie, Performance Foodservice
- Equipment Liaison: Myron Wiley, Jones Zylon

We hope everyone will clear your calendar and plan on attending all of our meetings in 2020.

- ACFSA CA Chapter Conference March 29, 2020- April 1, 2020
  Location: SoCal Gas in Downey, CA
- July 15, 2020 TBA
- Oct 14 2020 TBA

Let’s make this our best year yet!

Donna Kaminski
Donna Kaminski, ACFSA California Chapter Secretary
Greetings from Virginia!

Happy New Year! Our Chapter Meeting was held on November 8 at the Fluvanna Correctional Center for Women. Karis Antigo was the sponsor. The meeting was called to order by VA Chapter President Justin Webb at 10 a.m.. We had a recap of the Memphis Conference, asked for comments from those that attended, and continued planning for the 2020 Region 1 conference in the VA Beach area. An update on the chapter website and newsletter articles was provided by webmaster/editor Greg Dorazio.

Discussion on getting bonding insurance for the chapter was continued, and Cheryl Goodwin offered to take the lead on this project. It was announced that Chapter Vice President James Perry was stepping away from his position, and that the remaining board had appointed Cliff Fitchett as acting treasurer until a special election can be held. Fluvanna staff provided training in the form of yoga relaxation exercises. Meeting adjourned at 1 p.m.

Justin Webb
Justin Webb, Virginia ACFSA Chapter President
Greetings from Region I!

I want to start my report by thanking everyone who attended the International Conference in Memphis. And to especially thank those of you who attended the Region I Roundtable. We had a great discussion and I was glad to finally meet many of you.

Because of the conference, I was able to make contact with James Frank from New Jersey. Justin and I traveled to Trenton, New Jersey in December to do a presentation for their food service staff about ACFSA. I hope we were able to generate enough interest to get members to start a chapter again in their state. James has already done some of the paperwork to promote the chapter with his department and some past members.

Region I is still planning to have a conference in 2020. We are a little behind schedule from previous years. We are currently talking to hotels in the Virginia Beach/Newport News area of Virginia. I hope that we will be able to find a hotel that can accommodate our dates and budget. We are looking at late March to early April.

As you will read in this edition of the INSIDER, Ricky Clark has decided to step down as an active member of ACFSA. He will be retiring soon and wants to spend more time with his family. He will always remain part of ACFSA and will not be completely going away. For those of you who do not know, he was the one person who kept pushing for a Region I conference, and finally got his way in 2014. He has worked hard behind the scenes to make each conference better than the one before.

Justin and I will be taking over most of the planning with some help from other Virginia members. I know Ricky feels he is leaving the chapter and the conferences in good hands. I hope we can meet his standards. Justin and I welcome ideas and help from interested members. Ricky has promised he will be around for any advice and encouragement we may need. Best Wishes Ricky!

Lastly, as I do every year, I encourage all members to continue to recruit your coworkers and vendors to join ACFSA. You should have received your annual renewals in the mail. Please take a few minutes to send your renewal back as soon as you get it. I know sometimes they are forgotten during the rush of the holidays.
Greetings! We had a great conference in Memphis in September if you were not there you missed a great three full days! It is always good to see friends and share stories and work related challenges.

Memphis was a great destination with Graceland, The National Civil Rights Museum and great restaurants everywhere.

Attending conferences are important for many reasons first off they are fun and secondly a good chance for anyone who needs continuing education hours. Also Vendors are there and have ideas and new ways of doing things and interesting samples. I want to thank all the Vendors who support ACFSA and who help make our conferences happen.

One of the goals of your board is to grow membership this coming year and your way to help is to invite your co-workers to join this great organization, ACFSA.

This year’s conference will be in Minneapolis, Minnesota at the Radisson Blu at the Mall of America. This was a great destination a few years ago so the board decided to return again for the 2020 Conference. Start making plans now to attend and invite new members to attend this annual conference.

And last, as former Region II Director, I want to say that Region II is now in excellent hands under Mr. Conell Chapman’s leadership.
Winter hit us early in the north, with a few inches of snow on Halloween. I hope everyone is staying warm. Wishing I was back in Memphis where the weather was warm.

The Memphis Conference was awesome. I had a wonderful time and there were many informational events as always. I would like to thank the Conference Committee for putting together a fantastic conference. I would also like to thank all the vendors who came to the conference. Without you, we could not do what we do.

My goals for 2020 are to continue to contact jails, prisons, and vendors in Region III and provide information about ACFSA, and to build up membership in Region III where we currently have 114 members up from 103 members a year ago. I would also like to remind everyone it’s really important 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.

Everything for the 2020 Conference in Minneapolis on September 13-16, 2020 at the Mall of America is falling into place. It is going to be an outstanding conference. Please start making plans to attend.

The Northern Lakes Chapter will be planning a few meetings in the first quarter of the New Year. One in March in Milwaukee, Wisconsin and one in April in Eau Claire, Wisconsin. The Michigan Chapter is working on picking up their membership and hoping to have a meeting or two in the beginning of the year.

If you are in Region III and need help starting a Chapter, or if there is anything else I can do for you please reach out to me and let me know what I can do to help.

Stay warm,
FWE recognizes the challenges that correctional personnel and foodservice professionals face.

FWE specializes in "Correctional Quality" solutions customized for institutions of all sizes and security levels, with several styles of Heavy Duty Modified (HDM) packages to choose from.

HDM packages offer the toughest, most durable, maintenance-free systems to transport and serve meals suited for any level of controlled and secure environments. For minimum to maximum levels, FWE has the right solutions that provide safety for both staff and inmate protection.

800-222-4393  www.fwe.com/correctional  sales@fwe.com
Greetings Fellow ACFSA Members!

I would first of all like to say that I am and always will be a proud ACFSA Member. I don’t take my membership lightly because I appreciate the opportunities and benefits this Association affords me. I am most thankful to have been a scholarship recipient for the 2019 ACFSA International Conference in Memphis, Tennessee! What a great conference and what a great time of learning and fun we all experienced. Thanks to all who participated in making it a great conference.

With that being said, I am announcing that I will be fully retiring in 2020 and will no longer be participating as an active member of ACFSA. However, you will all always be in my thoughts and memories. I cannot begin to tell you how much this association has meant to me over the years and how much the friendships I have made have impacted my life! I will forever be indebted to you all for the special times and the knowledge each of you shared with me that helped my growth in the food service industry.

I trust that I am leaving this association in great hands with our new leaders and hope that each one of you will continue to support and grow this association to the best of your ability.

Remember we are only as good as the input each one of us offer by recruiting new members and letting people know how much we gain from this association. Hold your heads high and be proud of who you are! Know that what each of you do is extremely important to this industry. How you present yourself each day in your facilities has an impact on many lives that you touch without even knowing it sometimes.

Please carry on the legacy for me in my absence and know that my spirit is watching over each of you and wishing you all the best.

Ricky G. Clark

Ricky G. Clark, ACFSA Region I Conference Co-Chair
The Association of Correctional Food Service Affiliates

2020 Officer Nomination Form

Vice President-Elect/Treasurer

Region I Director • Region III Director

I/We Nominate ________________________________________________
as a candidate for the office of ________________________________________________

The candidate has read the Job Description for which the individual has applied
and is willing to accept these responsibilities upon election.

Candidate's Name ________________________________________________
Candidate's Title ________________________________________________
Agency/Institution Address __________________________________________
City _________________________________________ State ________ Zip __________
Work Phone ____________________________________ FAX ______________________
Email _________________________________________ Home Phone __________________

Qualifications

For Vice President-Elect/Treasurer - Currently a member of ACFSA in Good Standing for three (3) years?
☑ YES ☐ NO

For Regional Director - Currently a member of ACFSA in Good Standing for one (1) year?
☑ YES ☐ NO

DATE JOINED (Month and Year) ____________________________

Offices Held

International Board of Directors: Office(s) Held __________________________ Year(s) ______________

Chapter Office: Chapter __________ Office(s) Held __________________________ Year(s) ______________

Nominator’s Name ________________________________________________
Nominator’s Signature ____________________________________________ Date __________________
Contact Phone ______________________________________ Email __________________

Please submit application with a picture of candidate and a 100 word summary to appear on form.
Summaries of more than 100 words will be edited down to 100 words.
Candidate will also be required to follow campaign guidelines.
The Association of Correctional Food Service Affiliates
2020 Officer Nomination Form - Part 2

Candidate's Name__________________________________________________________________________

Position __________________________________________________________ Year ___________________

Please submit application with a picture of candidate and a 100 word summary to appear on ballot. Summaries of more than 100 words will be edited down to 100 words. Candidate will also be required to follow campaign guidelines. You may use separate page. Please write legibly or type. Online version of Form is available.

________________________________________________________________________________________
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TO WHOM IT MAY CONCERN:

I HAVE REVIEWED THE REQUIREMENTS WITH THE CANDIDATE FOR THE INTERNATIONAL ACFSA OFFICE OF _____________________________________________________________

WE HAVE DISCUSSED THE AMOUNT OF TIME INVOLVED, THE TIME REQUIRED AWAY FROM THE JOB SITE, AND THAT IT WILL BE CONSIDERED PROFESSIONAL DEVELOPMENT.

I AM SUPPORTIVE OF THIS ENDEAVOR.

Name of Supervisor _________________________________________________________________________

Title of Supervisor __________________________________________________________________________

Signature of Supervisor ____________________________________________________  Date _____________

Mail Completed Forms to: Jon Nichols  
ACFSA Nominations  
PO Box 10065  
Burbank, CA 91510  

SEND COMPLETED FORMS  
VIA FAX: 818-843-7423 or Email: Nominations@ACFSA.org  
Questions? Call 818-843-6608  
www.ACFSA.org  
DUE BY: MAY 15, 2020
PROFESSIONAL PARTNER LIAISON - EQUIPMENT & SUPPLIES

I/We Nominate ______________________________________________________________________________
as a candidate for the office of __________________________________________________________________

THE CANDIDATE HAS READ THE JOB DESCRIPTION FOR WHICH THE INDIVIDUAL HAS APPLIED
AND IS WILLING TO ACCEPT THESE RESPONSIBILITIES UPON ELECTION.

Candidate’s Name ____________________________________________________________________________
Candidate’s Title ____________________________________________________________________________
Agency/Institution Address _____________________________________________________________________
City ___________________________ State ________ Zip ______________
Work Phone _____________________ FAX ________________________________
Email ___________________________ Home Phone ________________________

ELIGIBILITY DETERMINATION

For Professional Partner Liaison - Currently a Professional Partner of ACFSA in Good Standing for one (1) year?
☐ YES ☐ NO

DATE JOINED (Month and Year) _______________________

HAS SERVED ONE COMPLETE TERM AS

☐ International Professional Partner Liaison - Year _________
☐ Regional Professional Partner Liaison - Year ________
☐ State Professional Partner Liaison - Year ________
☐ International Committee Chair - Year ________

Nominator’s Name ____________________________________________________________________________
Nominator’s Signature ___________________________ Date _____________________
Contact Phone ___________________________ Email ___________________________

Please submit application with a picture of candidate and a 100 word summary to appear on form.
Summaries of more then 100 words will be edited down to 100 words.
Candidate will also be required to follow campaign guidelines.
Candidate’s Name__________________________________________________________________________

Position __________________________________________________________ Year ___________________

Please submit application with a picture of candidate and a 100 word summary to appear on ballot. Summaries of more than 100 words will be edited down to 100 words. Candidate will also be required to follow campaign guidelines. You may use separate page. Please write legibly or type. Online version of Form is available.

________________________________________________________________________________________
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TO WHOM IT MAY CONCERN:

I HAVE REVIEWED THE REQUIREMENTS WITH THE CANDIDATE FOR THE INTERNATIONAL ACFSA OFFICE OF ____________________________________________________

WE HAVE DISCUSSED THE AMOUNT OF TIME INVOLVED, THE TIME REQUIRED AWAY FROM THE JOB SITE, AND THAT IT WILL BE CONSIDERED PROFESSIONAL DEVELOPMENT.

I AM SUPPORTIVE OF THIS ENDEAVOR.

Name of Supervisor ________________________________________________________________

Title of Supervisor __________________________________________________________________________

Signature of Supervisor ____________________________________________________  Date _____________

Mail Completed Forms to: Jon Nichols
ACFSA Nominations
PO Box 10065
Burbank, CA 91510

Send Completed Forms Via Fax: 818-843-7423 or Email: Nominations@ACFSA.org
Questions? Call 818-843-6608
www.ACFSA.org

DUE BY: MAY 15, 2020
I. Candidates for the office of Vice President-Elect/Treasurer:
A. Shall have served for one complete year (prior to the return date on the nomination form) as a member of the International Board of Directors, Chapter President, or International Chairperson.
B. Shall be a foodservice or institutional member in good standing (dues paid for one year).
C. Shall have been a member of the ACFSA for three consecutive years including the year of election.
D. Must have a completed nomination form submitted by the due date specified.
E. Must provide credentials as well as written permission from their superior to accept the position.
F. Must be willing to accept the position if elected.

II. Candidates for the office of Secretary:
A. Shall be a foodservice or institutional member in good standing (dues paid for one year).
B. Shall be currently holding or shall have previously held office at a chapter, state, regional or international level or shall have served as International Chairperson.
C. Must have a completed nomination form submitted by the due date specified.
D. Must provide credentials as well as written permission from their superior to accept the position.
E. Must be willing to accept the position if elected.

III. Candidates for the office of Regional Director:
A. Shall be a foodservice or institutional member in good standing (dues paid for one year).
B. Shall be currently holding or shall have previously held office at a chapter, state, regional or international level or shall have served as International Chairperson.
C. Must have a completed nomination form submitted by the due date specified.
D. Must provide credentials as well as written permission from their superior to accept the position.
E. Must be willing to accept the position if elected.

IV. Candidate for the office of Professional Partner Liaison - Food:
A. Shall be a professional partner or associate professional partner whose membership has been in active status for one year prior to the return date on the nomination form.
B. Shall have served at least one term as Regional Professional Partner (Vendor Liaison), State Professional Partner (Vendor Liaison), International Professional Partner (Vendor Liaison) or International Committee Chair.
C. Must have a completed nomination form submitted by the due date specified.
D. Must be willing to accept the position if elected.

Job descriptions are available upon request from any member of the Board.

The purpose of this policy is to establish a procedure governing nomination and international ACFSA elections.

I. Nominations
A. Nominations are according to ACFSA by-laws.
B. Nomination forms (enclosure) will be sent to the International Office and forwarded to the Chair of the Nominating Committee. The Nominating Committee consists of the Past President and the Regional Directors.
C. Nominations will be reviewed for eligibility by the committee. In the event that there are not two qualified candidates for each office, the committee will work to find qualified candidates to submit to the Board of Directors for review.
D. The Past President will forward an official list of candidates to the Vice President.

II. Ballots
A. Ballots will be prepared by the International Office and sent out by the designated date.
B. All current members of the ACFSA will be e-mailed a ballot. Foodservice or institutional members will receive a ballot for Executive Officers and Regional Director positions. Professional Partners will receive a ballot for Professional Partner Representatives.

III. Announcement of Results
A. The official results will be sent to the President who will notify the rest of the Board of Directors.
B. The President will send an official letter to the winning candidate and the candidate's sponsor. Letters also will be sent to the other candidates.
C. Official results will be announced at the International Conference.

IV. Candidates are to follow Campaign Policy Guidelines
V. Time Frames
March: Nomination forms appear.
May 15: Completed Nomination Forms are to be postmarked by midnight.
May 25: An official e-ballot will be sent to each voting member in good standing (dues paid on May 1) and posted on-line in the member only section for those without e-mail addresses.
June 5: All ballots must submitted.
June 15: All Candidates are notified of results via phone or fax by the President. The President will send a letter of congratulations to the winners and their supervisors and letters to the other candidates thanking them for running for the office. The Board of Directors will be notified of election results.
September: International Conference. The Chair of the Nominations Committee will announce the official results at the beginning of the conference. Officers will be installed at the international banquet and the new Board will convene at the next official meeting of the Board.

VI. Offices
This year we are seeking nominations for: Vice President-Elect/Treasurer, Region I Director & Region III Director and Equipment & Supplies Partner Representative.

Campaign Guidelines
The purpose of this policy is to set forth guidelines and Association procedures under which the Association of Food Service Affiliates will monitor campaigns of persons nominated for International and Chapter Offices.

I. The Association of Correctional Food Service Affiliates cannot support candidates for State, Regional or International Offices.
A. Association funds cannot be utilized to purchase postage or supplies to support candidates.
B. ACFSA International or Chapter letterhead or a copy of the letterhead cannot be utilized in support of candidates.
II. Personal recommendations on personal stationary, using personal finances, are acceptable. Current Board of Directors members on the chapter or international level are not to use their Board title in personal recommendations.
The 2019 ACFSA Awards Banquet in Memphis was a fantastic night for all. I was especially thrilled that night not only for all of the award recipients but also for the number of newly Certified Correctional Food Service Professionals (CCFP) we welcomed to our ranks. The CFSM/CCFP Workshop on Sunday afternoon was packed and we worked well over the allotted workshop time to ensure everyone who was there got their applications completed to receive their certification. Congratulations to our new CCFPs.

- Deborah Barron
  Tennessee Department of Corrections
- Margaret Dunegan
  Lunenburg Correctional Center
- Raija Ellis
  Maury Correctional Institution
- Clarence Godley
  Maury Correctional Institution
- Patricia Rose
  Blue Ridge Regional Jail Authority
- Willie Smith
  North Carolina Dept. of Public Safety
- Justin Webb
  Lunenburg Correctional Center

I would also like to recognize our recertified CFSMs, Wayne Fish, Dawn DeMelo, and Robin Sherman. Thank you all for your continued commitment to professionalism in correctional food service industry.

We added the CFSM/CCFP Workshop back in 2014 and have continued to have the workshop every Sunday during the conference because it has been drawing in members curious about the certification program and members who have always wanted to become certified but were maybe overwhelmed by the application. We will continue to have the workshop each year and if you are curious about the certification programs please stop by the workshop this September at the conference.

You certainly do not need to wait until September if you 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.

If you would like more information on becoming certified, please visit the ACFSA website at www.acfsa.org. You can also contact Lt. Tim Thielman directly at 651-266-1498 or by email at: tim.thielman@co.ramsey.mn.us.
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 the second year.

**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 □  CFSM for CDMs $149.00 □
Non-Member Fee $374.00 □  Non-Member Fee $199.00 □

Name_____________________________________________________
Title ____________________________________________________________________________
Company__________________________________________________________________________
Address___________________________________________________________________________
City ___________________________State ____________________Zip ______________________
Phone _____________________________________  FAX _________________________________
Email ____________________________________________________________________________

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_____________________________________________________

Please mail with payment to:
ACFSA CFSM
PO Box 10065
Burbank, CA 91510

If paying with a credit card, you may FAX your completed form to 818-843-7423.
Questions? Please email Janine Nichols at Certification@ACFSA.org or call 818-843-6608.

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.
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 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 2019, Dues will be paid through December of 2020

<table>
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<td>*$119</td>
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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, P.O. Box 10065, Burbank, CA 91510
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 2019, Dues will be paid through December of 2020
Welcome New Members

Food Service Professionals

- Juliet Ekemezie
  NSP/NJ Department of Correction
  Newark, NJ

- Kenneth Hamel
  Nassau County Sheriffs Dept.
  (Correctional Center)
  Levittown, NY

- Guy Jennings
  Mid-State Correctional Fac.
  Beverly, NJ

- Jorge Martinez
  Food Service Supervisor
  San Diego, CA

- Terrance Mazon
  FCI Oxford Bureau of Prisons
  Oxford, WI

- Luther Mills
  NJ Department of Corrections
  Trenton, NJ

- Candyece Myers
  Mid-State Correctional/New Jersey Department of Corrections
  Wrightstown, NJ

- Roy Nacauli
  San Diego County Sheriff’s Dept.
  San Diego, CA

- Glen Trahan
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Leaders should have trusted advisors who honestly tell them how they perform. Do you? And, leaders should listen openly to the opinions of these trusted advisors. Do you?

Seeking Feedback

To continue improving, leaders should seek feedback continuously. Yet, for a variety of reasons, peers and subordinates may hesitate to be honest about how they view their leaders.

Organizations vary on what they consider acceptable as forms of leadership feedback. For example, many leaders have an open-door policy as long as employees follow their chain of command. This practice can prove beneficial between leaders and rank-and-file employees when followed according to guidelines, rather than used as a way to circumvent direct supervisors.

Further, some organizations regularly conduct anonymous surveys to determine the workplace climate, which can help leaders better understand the moods and mind-sets of personnel. Employees’ answers can shed light on overall morale and guide leaders to areas of concern in addition to what works well.

While an open-door policy can prove advantageous and anonymous feedback can offer necessary assessments, subordinates may feel uncomfortable sharing honest opinions about their leader. In fact, employees may question how anonymous their responses actually are and fear possible reprisal. To that end, leaders should identify trusted advisors.

Choosing Trusted Advisors

Trusted advisors should be chosen carefully. Key components in such a relationship are honesty and trust. Advisors should:

• enjoy a proven professional reputation;
• be highly regarded by peers;
• have seasoned, yet diverse, experience in the organization; and
• possess a complementary skill set.

Advisors can be truthful only with their leaders’ acceptance and with assurance of no retaliation. As a leader, how will those you select as trusted advisors know they can be open and honest with you? You have to tell them they have your permission to sincerely share their opinions—and you have to mean it. Such information is crucial for leaders to have an accurate pulse on whether their own behavior is positively or negatively affecting their organization.

Assessments should be straightforward, even when negative. To ensure effectiveness, leaders must remain open to what may seem, at times, like criticism from advisors. Leaders should regularly garner information from people they trust because such action is vital to ensuring their behaviors and decisions are transparent and not harmful to the agency, employees, and mission. Unfortunately, some leaders may have a blind spot when it comes to their own behavior.

Conclusion

Who is allowed to tell you that your behavior is compromising your effectiveness? Do you have trusted advisors to whom you turn to determine what it is like to have you as their leader? Do you ask them if you have particular behaviors causing disruption? Do you seek their guidance when making decisions that will significantly impact employees and result in strong emotions?

Strategically selecting trusted advisors who provide honest feedback may help prevent some organizational concerns before they even have a chance to arise.

Dr. Cynthia L. Lewis, an instructor in the Leadership Programs and Instruction Unit at the FBI Academy, prepared this Leadership Spotlight. She can be reached at cllewis@fbi.gov.
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