**State of California**

**Health and Human Services Agency**

**Preferred Food Service Taskforce (PFST) Meeting**

**Thursday, March 30, 2023**

**11:00 AM – 12:00 PM**

Join Zoom Meeting

<https://dor-ca-gov.zoom.us/j/88284385983?pwd=Nmd1cVU5Y0lLZndDTVhySDAxODZCdz09>

Meeting ID: 882 8438 5983, Passcode: qQi7D#u1

One tap mobile

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Meeting ID: 882 8438 5983, Passcode: 70683222

Find your local number: <https://dor-ca-gov.zoom.us/u/kdbJpCVzqy>

Public Participation - Interested members of the public are invited to attend the meeting via Zoom or the conference line. To ensure all attendees can hear the committee members, and the audio coming through the speakers, those joining via Zoom are requested to mute by clicking the microphone icon at the bottom left of the screen or pressing Alt + A to toggle mute on/off. You can also mute your phone. If your phone does not have mute function, pressing \*6 will toggle mute on/off.

Agenda Times - Times are approximate and may be adjusted if pressing new business is brought to the attention of the PFST.

**Attendees Scheduled to Attend**

Sue Pelbath, Deputy Director, Specialized Services Division (SSD)

Michael Thomas, Assistant Deputy Director (SSD)

Kelly Snow, Program Manager, Business Enterprise Program (BEP)

Luis Rodriguez, Northern Field Manager, Business Enterprises Program (BEP)

Emma Godinez, Southern BEP Field Manager

Harry Begian, Coordinator

Max Duarte, CVPC Chair

Michael Hatch, CVPC Vice Chair

Sandy Balani, CVPC Treasurer

Harry Beigan, CVPC Delegate

**Agenda**

**Welcome and Introductions**

Sue Pelbath, Deputy Director, SSD

Sue will welcome the attendees to the PFST meeting and review the agenda

**Review and Approval of 2/1/23 PFST Minutes**

Sue Pelbath will ask for a vote to approve the 02/01/23 PFST minutes

Public Comment

**PFST Working Group Report**

Harry Begian and Emma Godinez - The working group will lead a discussion and provide a report pertaining to the Standard Purchases and Annual Equipment Replacement. This report will inform us that under the current circumstances, how long it takes from the time that an item is ordered, until it is received by vendor (the initial approved and established time by DOR & CVPC was 23 days).

The PFST must determine if the established policies and procedures are being followed for the annual equipment replacement process.

Public comment

**Discussions Regarding How to Identify and Prioritize the Issues of Concern for Improvement**

The PFST members will continue the discussion regarding MORs, equipment repairs and contractor issues.

Public comment

**Open Forum**

Attendees will have the opportunity to present their questions or comments and receive proper responses from the PFST members.

Public comment

**Next Meeting**

Michael Thomas, Assistant Deputy Director, SSD. Michael will lead a discussion on the April 27, 2023 meeting and possible items to include on the agenda.

Public comment

**Adjournment:** The meeting will adjourn at 12:00 PM.