**State of California**

**Health and Human Services Agency**

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

**Wednesday, May 3, 2023**

**10:00 AM – 12:00 PM**

Join Zoom Meeting

<https://dor-ca-gov.zoom.us/j/89359784411?pwd=SFg0RTBsWWY1aTRwTnhqOWNVL2Z0QT09>

Meeting ID: 893 5978 4411, Passcode: J^v?qrC6

One tap mobile

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Find your local number: <https://dor-ca-gov.zoom.us/u/kcLlr030zj>

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)

Susanna Bishop, Central Operations Manager, 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 Begian, CVPC Delegate

**Agenda**

**Welcome and Introductions**

Michael Thomas, Assistant Deputy Director, SSD

Michael will welcome the attendees to the PFST meeting and review the agenda.

**Review and Approval of 3/30/23 PFST Minutes**

Michael Thomas will ask for approval of the 3/30/23 PFST minutes.

Public Comment

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

Harry Begian will lead a discussion on the proposed final structure of the BEP. This proposal for improvement of BEP will be presented to PFST for discussion, if accepted, it will be executed in four steps. The recommended time for execution and completion of this proposed project is anticipated to be at least 12 months after approval.

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 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

**Open Forum**

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

Public comment

**Next Meeting**

PFST members and BEP staff will lead a discussion about possible items to include on the agenda at the next PFST meeting, Thursday June 29, 2023.

Public comment

**Adjournment**

The meeting will adjourn at 12:00 PM.