

**FDPIR Funding Methodology Work Group
May 18, 2006 Conference Call Notes**

Attending	Not Attending
Thomas Yellowhair, Navajo Nation	Melinda Newport, Chickasaw Nation
Lindsay Rayon, Muscogee (Creek) Nation	Susie Roy, NAFDPIR Midwest Region Vice-President/Leech Lake Chippewa
Red Gates, NAFDPIR Mountain Plains Region Vice-President/Standing Rock Sioux	Lillie Ragan, FNS-HQ, FDD
Gale Dills, Cherokee Tribe of North Carolina	
Tony Nertoli, NAFDPIR President/Sault Ste. Marie Tribe of Chippewa Indians	
Nancy Egan,, WAFDPIR President/Shoshone-Paiute Tribes	
Don DeBoer, FNS-MPRO	
Madeline Viens, FNS-WRO	
Chris Hennelly, FNS-SWRO	
Elvira Jarka, FNS-MWRO	
Melanie Casey, Facilitator	
Nancy Theodore, FNS-HQ (staff support)	

▪ **Role of Facilitator for the Work Group**

Melanie Casey began the conference call by reiterating the role of the facilitator, which is to help the work group set goals and stay on track, but not to make decisions for the work group.

▪ **Date and Location for Face-to-Face Meeting**

The work group agreed to meet July 10-12, 2006 in Alexandria, VA. Travel days are expected to be July 9 and 13. Nancy was asked to provide the work group members with a letter requesting their attendance at the meeting. Nancy advised the ITO and State members of the work group that their travel expenses will be reimbursed from unspent FY 2006 FDPIR administrative funds currently held at FNS-HQ. Work group members will discuss with Nancy individually if a stay-over on Saturday, July 8, would be less expensive than traveling on Sunday. Nancy will provide the hotel information when a block of rooms are reserved.

▪ **Extension of Comment Period for ITOs and State Agencies**

The work group agreed to extend the comment period for ITOs/State agencies and other interested parties to provide input on what methodologies should be included in the preliminary recommendation. The comment period will be extended to June 30, 2006. Nancy will revise the draft letter and send it out via email to all the ITO and State Program Directors, with copies to the FNS Regional Offices.

It was agreed that Nancy will provide the work group members with a preliminary analysis of the comments (with copies of the actual comments) on June 19. Nancy will provide the work group members with a final comment analysis (with copies of the actual comments) by July 6.

▪ **Future Conference Calls**

The work group members agreed to hold conference calls on the following dates:

June 6 from 3-4:30pm Eastern time
 June 22 from 3-4:30pm Eastern time

Tentative agendas will be sent prior to the conference calls. At this time, the June 6 conference call is expected to be used to continue discussions on the “Agreements” (see below). The June 22 conference call is expected to be used to prepare for the July 10-12 face-face meeting.

▪ **Agreements**

The work group began a review of agreements that had been made at earlier meetings and conference calls. The purpose of this review is to determine which agreements are still valid and which are no longer valid, because of lack of agreement or a change in position by the work group as a whole. It is hoped that this exercise will help work group to determine “where the work group is now.”

Attached is a draft list of the “Agreements” based on discussions in the May 18 conference call. The work group plans to continue discussions in the next conference call planned for June 6.

▪ **Assignments**

Task	Status
Nancy will finalize the ITO letter extending the due date for comments on what methodologies should be included in the preliminary recommendation	Letter forwarded by email on 5/19 to all FDPIR Program Directors, with copies to the FNS Regional Offices; letter will also be posted on the FDPIR Funding Work Group website
Nancy will send the work group members an email message requesting their attendance at the July 10-12 meeting in Alexandria, VA	Request for attendance at face-to-face meeting sent by email on 5/19
Nancy will send the work group members hotel and other travel related information	Preliminary travel information provided by email on 5/19
Work group members will determine if a stay over on Saturday, 7/8 will be more cost effective than traveling on Sunday, 7/9, and notify Nancy appropriately	
Nancy will send the work group members confirmation of the conference calls scheduled for 6/6 and 6/22	Confirmation sent by email on 5/19
Nancy will prepare a summary of the 5/18 conference call	Completed 5/25/06
Work group members will review the “Agreements” in preparation for discussions in the 6/6 conference call	
On 6/19, Nancy will forward the work group members an analysis of the comments received by that date, with copies of the comments	
On 7/6, Nancy will forward the work group members and analysis of all comments received by 6/30, with copies of the comments	