



Partner Agency Newsletter

September 2019

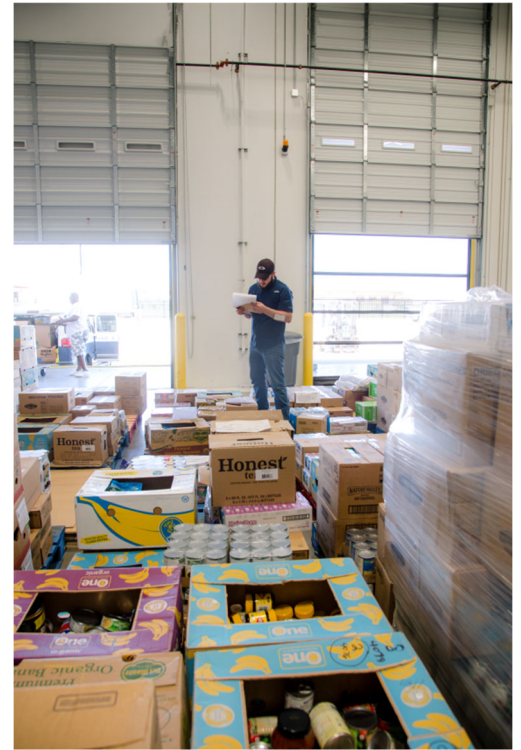
SPOTLIGHTS: Tip of the Month – Inventory

As we end one fiscal year and prepare for the next, it's a good time to review our physical inventory and take appropriate action to set ourselves up for success in the coming year.

At any given time, the number of units we have on paper may differ from the number of units actually in our inventory. Physical inventory reconciliation will help find such errors by checking records against actual stock. Only an actual count can reveal what is on hand and make sure it matches with what is in our inventory system. Additionally, it is important to detect "shrinkage," which is a reduction in the inventory due to items being damaged, miscounted, or missing, so that we can address those issues and ensure we reduce those issues in the future.

Approximately four million pounds of product will be inventoried during the closure. Additionally, during inventory week this year, we'll be rearranging the entire CTFB warehouse in preparation for a scanning system. The new system will help increase efficiency and allow for even better service to our partners.

The Food Bank usually closes for about a week to adequately complete the inventory assessment process in the warehouse. This means no food is coming in or out during this time period, so it is crucial that our Partner Agencies plan in advance. Ordering guidelines are posted and sent out to all partners 30 days prior to closure dates to help prepare. See "Closure" section below for details about this year's inventory closure September 23-30!





Food Sourcing Manager: Mike Wooten

Tell me about yourself: I am father of two and live out in the Marble Falls Area. My son is a freshman in high school and my daughter is going to school to be a teacher at Sam Houston State.

How long have you been at the Food Bank? I started at the Food Bank in July of 2005. My first job here was pulling orders as a Warehouse Assistant. I was promoted to Warehouse Manager in 2008 and stayed in that role until March of 2017. My current role at the Food Bank is Food Sourcing Manager in this position I maintain all the food donor relationships and oversee all aspects of food procurement.

Describe how your team sources product for the shopping list: We source all of our produce through vendors that are in the Rio Grande Valley or Mexico. All other items are sourced through Feeding America and other established vendors that work with other Food Banks / Non-Profits.

How have you seen the Food Sourcing department evolve? The need to source healthy items has been a strong focus since I have moved into this role. All items that we purchase are run through a nutritional ranking system (SWAP) that determines sodium content, sugar, and more. This ranking determines if we move forward with a purchase. I have also noticed that the price of food fluctuates quite a bit based on the market and the price of diesel.

Explain trade mitigation, how this USDA program is affecting our inventory, and what new product we are seeing because of it: On August 27, 2018 the US Secretary of Agriculture announced USDA's Trade Mitigation Programs. A component of these programs is to purchase and distribute up to \$1.2 billion in USDA Foods. We anticipate receiving up to 6 million pounds of food through this program, beginning in late December and through calendar year 2019. So far this year we have received an additional 5,026,011 pounds of through the trade mitigation efforts. Some new items we have seen are shown below:

- Fresh Apples, Grapes, Oranges, Potatoes, Plums.
- Assorted Dry Beans.
- Assorted Frozen and Canned Pork.
- Assorted Bagged Rice.
- Assorted Cheese and Fresh Milk.

What kind of feedback does your team want from partners: We welcome any feedback regarding price, quality and items that are not on the shopping list. My team is always trying to find the healthiest items at the lowest possible cost and agency feedback plays a big role in procurement.

What is your favorite part of working at the Food Bank? My favorite part of working at the food bank is the people. Every individual at this organization has important role in helping the Food Bank get food to people who need it the

most. I am passionate about helping people and this continues to motivate me after almost 15 years at this organization.

Closures:

The Food Bank will be closed for Labor Day and Year-End Inventory in September. There will be no pick-ups, deliveries, or shop-for on these days. Please note the upcoming closure dates and times:

Monday, September 23 – Monday, September 30 (Year-end inventory)

- Agency Express will close at 9am on Wednesday, Sept 18 and will re-open at 12pm on Thursday, Sept 26
- If you pick up at CTFB or regional delivery drop site on Tuesday, Oct 1, please order between 12pm on Thursday, Sept 26 and 9am on Friday, Sept 27
- Regular ordering schedule resumes at 10am on Friday, Sept 27

If you normally pick up during these closures, either order extra food the week prior or contact Michelle White, Supply Chain Coordinator, at 512-684-2150 to schedule an alternate pickup day at the Food Bank. Regional deliveries will not be rescheduled, but agencies who usually receive deliveries may schedule a pick up at Central Texas Food Bank as our schedule permits. Ordering guidelines for closures will be posted and sent out 30 days prior to these dates so you can plan for your pantry needs.

Check our website [here](#) for the most up to date closure information.

Reminders & Resources:

Fresh Produce Containers

If your Partner Agency is located in the Bell or McLennan County areas, make sure you are taking advantage of the fresh food items available at your local produce container hub. This food is separate from your Food Bank orders and is coordinated directly with the produce container host sites (Churches Touching Lives for Christ, Caritas of Waco). [Learn more here!](#)

TEFAP Forecast:

Strawberries	Grapes	Pork Loin	Roasted Pistachios	Canned Garbanzo Beans	Dried Cherries
Apples	Cheese	1% Fresh Milk	Dry Navy Beans	Canned Meatless Spaghetti Sauce	Canned Pumpkin
Plums	Bagged Potatoes	Smooth Peanut Butter	Fine Grits	Applesauce	Corn Flakes Cereal

Contact the Team:

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