



MEALS PARTNERSHIP COALITION

"The Meals Partnership Coalition works to utilize private and public resources to ensure that safe and nutritious meals are available to hungry people."

February 2010 Meeting Minutes

(2/11/10: 10:00am -11:30am)

In Attendance:

Matt Fox – Roots
Brent Herrmann – Millionair Club
Krista Grimm – Operation: Sack Lunch
Michael Gregory – Phinney Neighborhood Association
Molly Jacobson – El Centro de la Raza
Doug Luna – Seattle Indian Center
Liz Mills - YWCA
Ref Lindmark – St. Vincent de Paul/Blessed Sacrament Dinner
Alison Hill – HIP
Linda Berger – HIP
Fe Arreola – City of Seattle HSD
Rachel Butler – Food Lifeline
David Giles – University of Washington/Food not Bombs
Kenny Pittman – City of Seattle
David Hlebain – Chicken Soup Brigade
Mike Johnson – SUGM (Seattle Union Gospel Mission)
Valerie Chandler – Seed of Abraham
Kylie Gursly – Senior Services MOW
Adam Porter – Senior Services MOW
Brain Scanlon – US Census Bureau
Jerrimi Hoffman – Food Lifeline (Bulk Buy Committee)
Jacque Larrainzanz – City of Seattle Office of Civil Rights
Don Jensen – Community Lunch on Capitol Hill

Topics of Discussion:

City of Seattle Complete Count Committee (CCC), 2010 Census: Every person in poverty that is counted in the upcoming US Census generates \$1,400 per person in Federal aid. Thus every person that is counted generates more money for our community. In 2009 MPC became partnered with the US Census bureau through an agreement. That agreement eventually resulted in the new MPC brochures..

Brian Scanlon: U.S. Census Bureau – Suggested that agencies look at doing some training for office staff and line workers in order to ensure meal participants feel comfortable when approached by a Census taker. This will help ensure an accurate count.

The City of Seattle will be making stickers available to show who has been counted. The stickers are from the stand up and be counted materials. The dates for the "Hard to Count" census will be on March 29th at Shelters, 30th at meal programs, and 31st will be the street homeless count. The next two months will be critical towards getting the most of out the census counts.

Doug Luna – Has more clients at the end of the month. In addition, many of his clients are using food banks and meal programs but they are living in the jungle, thus difficult to count. It would be useful to have

signs so that people are not scared away because the street folks want to avoid officials. In addition to have people come in on Tuesday or Thursday as these are the busiest days for the Seattle Indian Center.

YWCA – Census is a good hiring opportunity. In addition how do you insure that there is not a double count and is the count information kept confidential?

Several agencies voiced concerns of getting an accurate count of clients. This is because when regular census workers come many clients leave, fearing other governmental agencies.

Fe Arreola – She has concerns about the nature of counting.

Kenny Pittman from the City of Seattle responded that there are a number of ways to insure there are no (or few) double counts, and coded info during the formatting of the information. The information remains confidential for 72 years. In addition there is always a margin of error that is expected in the Census counts, and takes double counts into consideration. It is better to have a more inflated count than an under count. Especially in consideration of the amount of funding that is generated by the Federal aid based on Census data.

Michael Gregory (Phinney Neighborhood Association) – Gave an example of a homeless woman who would not give her name, but would give a different name.

Shayne will follow-up with meetings and get programs into contact with the City of Seattle (Kenny Pitman) and the 2010 Census Bureau (Brian Scanlon), and will try to obtain a picture of an official Census bag for agencies to display.

ADA Regulations and Health regulations regarding service animals –

Jacque Larrainzar (City of Seattle) – Feel free to contact her in regards to information/assistance about service animals. (206) 684-4533.

Definitions of service animals differ from locality to locality. For example; The US Federal gov., King County, and the City of Seattle have different definitions of what service animals are acceptable and in what locations.

There have been several situations where a service animal comes and bites someone inside of a meal program and came to discuss when a program can legally exclude a “service animal” from a public setting. Service animals can include cats, dogs, birds, and iguanas. For example, Iguanas can alert when an epileptic is having a seizure, cats help with emotional distress, etc. Other Animals such as monkeys are also needed to grab things or dial for emergencies, but there is no regulation for that.

Jacque related a story about a person who had an extreme depressive disorder. This person was prescribed a kitten to help with the anxiety, but as the kittens grew into cats would purchase a new kitten and ended up with 15 cats. This resulted in an issue with a landlord. The person was asked if they would get the same sense of relief from a cat as a kitten. When the affected person said yes, they stopped getting new kittens, and reduced the number of cats within the household, thus correcting the issue. Due to ADA regulations there was a conflict with an housing agency that was resolved through agreement with the affected person, thus reducing liability issues.

It is not legal to ask a person about their disability, but you may ask what function the animal has, and if it is for a disability. If the person responds that the animal performs a specific function then it has to be taken at face value that the animal is a service animal and not a pet. If the animal is not acting like a trained service animal, you can remove legally ask the person to remove the animal. The safety/hygiene issues come first. In addition the animal is not performing like a service animal thus justifying the removal. There

is a distinct difference between a pet and a service animal. A service animal performs a specific task to protect the wellbeing of the owner. That service that animals provide can be either physical assistance or emotional.

The rules between homes and public places are different in King County. In unincorporated King County, if you have a service animal for emotional support, there is protection within housing and work. In Seattle we have legislation in to cover housing, but f work is not covered. Shelters are considered housing. Jacque recommends coming up with a policy for your program or place of business that follows both City and County rules. This would list the type of behavioral expectations such as non-aggressive behavior, quiet, sits at heal. It is suggested that when in doubt ask if the animal is a pet, and if they say yes they cannot enter. It is also important to note that once the individual had identified the animal as a pet, you can refuse admittance of that animal from that point forward. If they state that the animal is a service animal and describe what the animal is trained to do, then you must allow admittance to the animal until the animal is disruptive.

Disruptive behavior includes; barking, excessive movement away from owner, biting, urination/defecation in unauthorized locations, growling, and any aggressive behavior such as lunging.

When it comes to a service animal it is very difficult to prove or disprove the issue of whether or not it is really a service animal. It is best to error on the side of inclusivity, but to be aware of the animal if there are indications that it might be untrained.

For additional support please contact Jacque. Jacque's office can come and work with service animals and staff in any Seattle agency.

Call Jacque Larrainzanz at (206) 684-4533.

Liz Mills (YWCA) – Wants to have greater differentiation in rules. There are problems (Michael Gregory – Phinney Neighborhood Association) agreed with this, in that this is an unclear law. YWCA has a policy in place that keeps some people out, but only if it is a pet. The difficulty is that some people will not enter a shelter if a service animal is present due to their own anxiety around animals. It appears that some people may be excluded because another person has a service animal in a shelter setting. Jacque explained that by allowing the person in with the service animal, the agency is practicing inclusivity, and the person who does not enter due to the animal is making a personal choice. YWCA policy states that they have to be in control of their animal at all times. If there is excessive barking, urinating or other inappropriate behavior they remove the animal from the program. If a program is receiving federal funds, they must follow the letter of the law regarding service animals.

Michael Gregory (Phinney Neighborhood Association) – He has problems with his meal program in which people usually have pit bulls. This is a problem. The problem is that he has 300+ people and the dogs are causing intimidation issues, particularly with the aggressive breeds. The answer to this is that (City of Seattle Jacque Larrainzanz) if the animal is acting aggressive or inappropriately they can be excluded.

Brent Hermann (Millionair Club) – Wants to now more about liability. Dogs bite people and this leaves the Millionair Club liable. He feels that the law is unclear. The majority of animals that people bring in are usually not service animals but they say they are. He has problems with snakes, ducks, rats, and other odd animals. Shayne has spoken with Jacque regarding this issue, and she will get back to us. It is her impression that the owner of the animal is liable, and as long as the agency takes steps to exclude the animal immediately, the agency cannot be held responsible for the actions of another person's property.

Mike Johnson (SUGM) – County law does not support someone's service animal for emotional support in regards to meal programs. They would have to say that is clearly a service animal and its function(s).

Shayne (MPC) – A service dog, properly trained, will sit under a chair and make no noise. If a service animal acts out one can remove it from the agency.

Doug Luna – Seattle Indian Center – He has tried a policy in which the animals can be restrained. The problem however, is that one cannot restrict their services, even if it is the same but at a different time, it is illegal.

Matt Fox – He has people who abuse this system all of the time, and has to wait until the service animal acts out to take action.

Seattle Union Gospel Mission – Feels that they do not have to accommodate service animals due to Title 3 regulations regarding religious organizations.. They serve a large group of mentally ill clients, many of whom have anxiety disorders. Someone bringing in a pit-bull can cease to serve the majority of clients. They have been acting under the idea that as a religious organization that they are exempt from DOJ regulations. They are subject to Title 1 regulations, but under Title 3, which is how they work with their clients. They have a broad religious exemption.

In summary:

The steps to help ensure an animal is a service animal is as follows:

1. Ask is that animal a pet?
 - a. If yes, they cannot enter and can be excluded from entering in the future.
2. Is the animal for a disability?
3. If so what disability is it trained for, and what service does it provide?
 - a. It might be prudent to know what activities a service animals can perform. Such as pushing buttons, alerting, etc.
4. If the animal is not being controlled or endangers the wellbeing of other people they can then be excluded from the program indefinitely.

General Announcements:

Shayne (MPC) – They have a number of committees, including the emergency preparedness, and the bulk buy committee. The strategic plan committee looks towards building up leadership and plans for the future of MPC. If you would like to be a member of one of these committees, please let MPC staff know.

Agency Updates/Needs:

Liz Mills (YWCA) – Liz feel that interns can be quite useful. An agency can become an intern site for the Workfirst Program. This gives those on government aid practice to successfully hone and sustain good work habits. In addition they can pick up job-related skills. They can do any from 1-40 hours a week. They currently have 5 interns working 20 hours a week. She would be willing to e-mail things out for folks as it has been a great resource.

HIP – Has a Xerox machine to donate. This will be coordinated through Shayne (MPC).

Phinney Neighborhood Association is looking to do a fund raising event.

Chicken Soup Brigade – Is opening up services to add clients (206) 957-1686 is their line. This list is open for new homebound clients in Seattle with no age restrictions, and residents in King County who are home bound and over 63 years old for home delivery.

Shared Resources –

Brent Hermann (individual hand soaps)

Brent has about 10,000 bars of soap of which he brought 4,000. At the end of the meeting contact Brent for Soap dispensing. Brent ended up dispensing 3,500 bars of soap.

Partner Updates:

City of Seattle – Fe Arreola

Year expenditure reports need to come in ASAP. For the first quarter the HSD financial management specialist will be visiting agencies. If you are affected you would have been contacted already. In regards to data collection and unduplicated counts the City Council is requesting data that shows unduplicated counts over a two year period. The goal is to work together to get meaningful data. If an agency has additional information that can be added to help in this goal, it would be welcome. HSD staff knows that homeless meal program clients are difficult to count. HSD staff would like to see that happen more, but they understand the challenges related to this goal. This year the City of Seattle has compiled good data that is more concrete than in the past, and thanks you all for your assistance

Matt Fox Roots – He is being asked to give information despite the fact that there is no good way to capture said information, other than guessing from certain meal program numbers. They had 105 new intakes for January. Again they do not have a good way to get concrete numbers.

Michael Gregory (Phinney Neighborhood Association) – He had noticed that women who utilized his meal program would wait to avoid being counted. He has solved this issue by having one person count women and one count the men. They are getting better results regarding gender, but still have trouble getting concrete numbers.

Shayne (MPC) – You cannot ask a client's information when they come to a meal program. Shayne suggested comparing two months from different years (such as January) for a snapshot of general increases throughout the emergency meal system.

Food Lifeline – Rachel Butler, 2010 annual meeting on March 22nd.

Northwest Harvest – Bonnie Baker/Josh Fogt, **Not in attendance**

SFC – Trish Twomey, **Not in attendance**

Rotary First Harvest is looking to do more with local farmers and local trees. This is a great way to get a small amount of high-quality nutritious produce. Call Teresa Owens (206) 686-1815.

Bastyr University will have 4 to 6 students doing volunteer work with their students. They will utilize nutritional education skills, and other related skills. There are 20 future chefs with a heavy nutrition background. Contact them directly, but also please let Shayne about partnerships. Union Gospel Mission of Seattle has already applied for some Bastyr student interns.

Next Meeting: March 11th is the next MPC meeting at the Compass Center with Kim Wright from the Seattle Foundation.

Animals Working

A Guide to Service Animals in Public Places



City of Seattle Greg Nickels, Mayor

 **Seattle Office
for Civil Rights**

Seattle Office for Civil Rights

(206) 684-4500

TTY (206) 684-4503

www.seattle.gov/civilrights

The City of Seattle Office for Civil Rights has put together this brochure to answer the most common questions about service animals for people with disabilities. If you have questions that aren't addressed here, we'd appreciate hearing from you.

 Julie Nelson, Director

Federal, state and local laws* require that premises normally open to the public must provide equal access to people with disabilities who use trained service animals. This includes businesses, agencies, government offices, health clinics, etc. Public places must allow trained service animals to accompany people with disabilities onto the premises. This brochure addresses commonly asked questions about the rights and responsibilities of both business owners and of people who use service animals.

Q. What is a disability?

Federal law defines disability as a sensory, mental, or physical impairment that substantially limits one or more major life activities (e.g. walking, seeing, working, learning, etc.).

The State of Washington defines disability more broadly as a sensory, mental or physical condition that is medically recognizable or diagnosable, including short-term disabilities.

Q. What is a service animal?

The Americans with Disabilities Act (ADA) defines a service animal as "any animal that is individually trained to do work or perform tasks for the benefit of a person with a disability." Under the law, a service animal is not considered a pet. The most common service animals are dogs, but other species (for example, cats or birds) also can be service animals.

Q. What does a service animal do?

Service animals can perform many types of tasks for someone with a disability. Guide dogs are used by people with visual impairments. Other service animals are trained to alert a deaf person to sounds, to alert an individual with seizure disorder to an oncoming seizure, to carry and pick up things for someone who uses a wheelchair, or to help with balance.

Q. How can I tell if an animal is really a service animal and not just a pet?

There are no legal requirements for service animals to be specifically identified. Some (but not all) service animals wear special collars and harness. Some (but not all) are licensed or "certified" and/or have identification papers. If you are not certain that an animal is a service animal, you may ask the person who has the animal if it is a service animal required because of a disability. A business cannot require a person with a disability to show proof of a disability or certification of the service animal's status.

* The Americans with Disabilities Act (ADA), Washingtc

Q. Can a business restrict the areas where a service animal can go?

Generally, no. A service animal must be allowed to accompany a person with a disability everywhere that members of the public are normally allowed to go, unless the animal's presence or behavior creates a basic change to your business operation or direct threat to safety. An individual with a service animal may not be segregated from others.

Q. What about "no-pets" policies?

Legally, a service animal is not a pet. A "no pets" policy may continue in effect, but you must make an exception to your general rule for service animals.

Q. I've heard that I am only required to admit guide dogs to my restaurant, because of health regulations. Is that true?

No. The ADA provides greater protection for individuals with disabilities and so it takes priority over local or state laws or regulations. Healthy, vaccinated, well-trained service animals are not a threat to public health.

Q. Am I responsible for a service animal while the person with a disability is in my business?

No. The care or supervision of a service animal is solely the responsibility of his or her owner. You are not required to provide care or food for the animal.

Q. What if a service animal barks or growls at other people, or otherwise threatens people or other animals?

You may exclude a service animal from your premises when that animal's behavior poses a direct threat to the health or safety of others. However, you cannot make assumptions about how a



particular animal will behave based on your past experience with other animals. Each situation must be considered individually.

Q. Can I exclude a service animal that doesn't really seem to be dangerous but is disruptive?

You do not have to accommodate a service animal when doing so would result in a fundamental alteration to the nature of the business. For example, when a dog initiates unsolicited contact with people other than its owner (jumping on people, sniffing them, trying to be petted, etc.), the animal can be excluded. Any exclusion must be for reasons that are demonstrable, not speculative.

Q. What if other people complain about the animal's presence?

Explain that it is a service animal and that state and federal law protect the right of a person to be accompanied by a service animal in public places.

Q. Can a person with a disability who is training a service animal bring it onto my premises?

If the service animal-in-training can provide assistance to the individual with a disability, the animal is considered to be a service animal and is covered by state law, even though other training remains in progress.

Q. Can an able-bodied person bring an animal onto my premises as part of its training?

You can refuse entry to someone who wants to train an animal on your premises. You can choose to allow entry to these animals, but you do not have a legal obligation to do so.

Q. A lot of customers have started bringing their dogs into my shop by calling them service animals. These people don't look disabled – is there anything I can do to check their status?

If you are not certain that an animal is a service animal, you may ask the person who has the animal if it is a service animal required because of a disability. A business cannot require a

person with a disability to show proof of a disability or certification of the service animal's status. Current law asks proprietors to assume the sincerity of their customers. You do retain the right to exclude an animal that poses a health or safety threat.

Many people's disabilities are invisible to an observer. Some animals have been trained to warn their owner of a seizure. Others have been trained to lessen their owners' anxieties so they can go out in public.

Q. Are there laws that prohibit people from fraudulently claiming that they are disabled or need a service animal?

Yes. RCW 70.84.060 makes it unlawful for an able-bodied person to represent an animal as a service animal in order to receive an accommodation.

For more information, contact:

Seattle Office for Civil Rights
206-684-4543 or TTY 206-684-4503
King County Office of Civil Rights
206-296-7596 or TTY 296-4329

Delta Society National Service Dog Center,
www.deltasociety.org, 800-869-6898

Information will be provided in alternate formats to people with disabilities upon request

Zucchini Oven Frittata

Prep Time: 10 Minutes

Cook Time: 20 Minutes

Ready In: 30 Minutes

Servings: 200

"A delicious, easy frittata recipe full of good vegetables and topped with cheeses."

INGREDIENTS:

- 40 cups water
- 7-1/2 cups olive oil
- 1/3 cup and 1 tablespoon and 1 teaspoon salt
- 20 green bell pepper, seeded and chopped
- 120 zucchini, cut into 1/2-inch slices
- 80 cloves garlic, peeled
- 40 small onion, diced
- 240 fresh chopped mushrooms
- 2-1/2 cups butter
- 200 eggs
- salt and pepper to taste
- 40 cups shredded mozzarella cheese
- 7-1/2 cups Parmesan cheese

DIRECTIONS:

You have scaled this recipe's ingredients to yield a new amount (200). The directions below still refer to the original recipe yield (5).

- 1.** Preheat oven to 350 degrees F (175 degrees C).
- 2.** In a large skillet or sauce pan, combine water, olive oil, salt, green pepper, zucchini and garlic cloves. Simmer until zucchini is tender, about 5 to 7 minutes.
- 3.** Drain off water and discard garlic. Stir in onion, mushrooms and butter. Cook until onion is transparent. Add eggs and stir; season with salt and pepper. Cook over low heat until eggs are firm.
- 4.** Sprinkle mozzarella cheese over eggs. Bake in preheated oven for 10 minutes. Remove from oven and sprinkle with Parmesan cheese. Place under broiler for 5 minutes. Let stand 5 minutes before cutting into wedges and serving.

Potato and Cheese Frittata

Prep Time: 15 Minutes

Ready In: 40 Minutes

Cook Time: 25 Minutes

Servings: 200

"This potato and cheese frittata is great by itself or with some fruit on a Sunday morning."

INGREDIENTS:

6-1/4 cups olive oil

salt and pepper to taste

100 large russet potatoes, peeled and shredded or cubed for baking

25 cups shredded Cheddar cheese

50 medium onion, diced

200 eggs, beaten

DIRECTIONS:

You have scaled this recipe's ingredients to yield a new amount (200). The directions below still refer to the original recipe yield (4).

1. Preheat the oven to 400 degrees F (200 degrees C).
2. Heat oil in a 12 inch skillet over medium-high heat. When the skillet is hot, add the potatoes, and fry until crispy and golden, about 15 minutes. Reduce heat to medium, and add onions. Cook, stirring, until softened. Season with salt and pepper. Pour eggs over the potatoes and onions.
3. Place the skillet in the oven for about 10 minutes, or until eggs are firm. Remove from the oven, and sprinkle shredded cheese over the top. Return to the oven for about 5 minutes, or until cheese is melted.

NOTE:

Instead of using a skillet you can bake the potatoes as cubes in a hotel pan with the onions until tender then pour the eggs over the baked onions and potatoes.

Prepared and Perishable Food Donation Guidelines

Items suitable for donation include:

- Prepared entrées, side dishes & desserts that have not been served to patrons.
- Unopened industry-sized containers of food, beverages, condiments, sauces, spices, & non-food items.
- Close-dated dairy products.
- Fresh produce and fresh or frozen meat that needs to be rotated out of inventory or is deemed aesthetically unfit for patrons, but is still wholesome & nutritious.

Food to be donated must be sourced, packaged, stored, transported, and labeled according to guidelines below (which are distilled from the laws and documents referenced at the end of this guideline).

Source of food: All donated food must have been purchased from commercial establishments or prepared on-site in a permitted kitchen.

Packaging: All donated food must be packaged in food-safe packaging, either original or repack. (Food packaging containers may be supplied by the Program or by the food donor.) Original packaging will be clean and intact. Foods of different types should not be co-packaged. Foods must be packaged and handled in such a way as to prevent cross-contamination or outside contamination.

Storage and transportation: All prepared and perishable foods to be donated will be either hot (>140F) or cold (<41F) or frozen (<0F) (produce). Foods will not be donated that have been previously served or reheated. Transportation will be accomplished in such a way (refrigerated vehicles, passive temp control, proximity of recipient) such that food remains at appropriate temp during transport.

Labeling: All foods to be donated will be labeled with a facsimile of the label below:

Donor organization:

Food type:

Food quantity (approximate pounds):

Date of donation:

Allergen information (circle):

This product contains:

Allergen ingredients unknown

Milk

Shellfish

Tree nuts

Soybean

Fish

Peanuts

Eggs

Wheat

Temperature at time of donation:

Unacceptable conditions: Damaged packaging; foods previously served or reheated; off-odor, off-color or off-taste foods, food that has not been appropriately temperature-controlled.

Food Donation Laws

The Washington Administrative Code, WAC 246-215-151(1-4) gives authority for food donation to Donated Food Distributing Organizations. This law prescribes conditions for donating and receiving donated food, which are summarized above.

Both Washington and Federal **Good Samaritan laws** (RCW 96.80.031 and the Bill Emerson Food Donation Act) protect donors from civil or criminal liability when food that is believed to be safe and edible is donated in good faith to a nonprofit organization for ultimate distribution to needy individuals.

For additional information see:

Guidelines for Charity Food Donations, Washington State Department of Health
www.doh.wa.gov/ehp/sf/Pubs/FoodRule/charityfood.pdf

Food Donation – Resource Venture

www.resourceventure.org/green-your-business/waste-prevention-recycling/food/food-too-good-to-waste

Comprehensive Guidelines for Food Recovery Programs - Prepared by the CFP Food Recovery Committee in 2000, and updated in 2004. The committee was composed of members of the retail and food service industry, hunger relief organizations, and federal, State, and local regulatory agencies.

<http://www.foodprotect.org/pdf/FINALCFPFoodRecoveryCompGuidance-January2004-CleanCopy.pdf>

Food Donation Liability Protection

The Washington Administrative Code, WAC 246-215-151(1-4), gives authority for food donation to Donated Food Distributing Organizations and prescribes conditions for donating and receiving donated food.

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For additional information see:

Guidelines for Charity Food Donations, Washington State Department of Health
www.doh.wa.gov/ehp/sf/Pubs/FoodRule/charityfood.pdf

Comprehensive Guidelines for Food Recovery Programs - Prepared by the Conference for Food Protection Food Recovery Committee in 2000, and updated in 2004. The committee was composed of members of the retail and food service industry, hunger relief organizations, and federal, State, and local regulatory agencies.

<http://www.foodprotect.org/pdf/FINALCFPFoodRecoveryCompGuidance-January2004-CleanCopy.pdf>

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www.bastyr.edu

BASTYR UNIVERSITY CULINARY ARTS PROGRAM

Dear Prospective Preceptor,

Thank you for your interest in participating in the experiential education of nutrition students at Bastyr University.

BACHELOR OF SCIENCE WITH A MAJOR IN NUTRITION AND CULINARY ARTS DEGREE

Bastyr University's Department of Nutrition and Exercise Science now offers a Bachelor's of Science degree with an emphasis in Culinary Arts. The degree program includes the study of nutritional science with an emphasis on whole foods as well as extensive practice in cooking techniques, food preparation, recipe development, therapeutic cooking and menu design. The Program Schedule which lists all of the courses students are required to complete is attached.

CULINARY PRACTICUM

Senior baccalaureate students in the Culinary Arts Program at Bastyr are required to take four credits of Culinary Practicum for a total of 88 hours in the field over 11-22 weeks. The learning objectives for the Culinary Practicum are as follows:

- Develop personal goals and learning objectives related to the BS Nutrition & Culinary Arts degree.
- Practice food preparation, cooking skills and food safety in a professional food setting.
- Work effectively in a group setting related to food production.
- Follow directions and adhere to contract stipulations given by preceptor.
- Cultivate excellent work ethics to include: 1) fulfillment of contractual obligations; 2) punctuality; 3) active contribution to a work environment; 4) following instructions; 5) cooperation with fellow workers.
- Build confidence in food preparation and food service skills.
- Acquire and practice excellent customer service skills (if applicable)

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www.bastyr.edu

PRECEPTOR RESPONSIBILITIES

Should you and your organization agree to participate in providing a Culinary Practicum venue for one or more of our students, the Preceptor's responsibilities will be:

- Read and sign an Affiliate Agreement provided by Bastyr University
- Meet with the practicum student to fill out and complete a Student/Preceptor Contract.
- Willingness to instruct the culinary student in the learning activities and objectives as outlined, and will support the student's learning in a real-world culinary environment.
- Verify and evaluate the student's work by completing mid-quarter and final evaluation forms, ultimately deciding if the student has satisfactorily met the objectives as outlined.
- Be available for phone or email contact with the Culinary Practicum Instructor for comments on student progress. If necessary, the Preceptor will be available for special conferences related to student performance.
- Inform the Culinary Practicum Instructor of any changes in the status of the practicum site.

We look forward to working with you. Please email Katy Huston, khuston@bastyr.edu and let us know if you'd like to proceed.