



North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street
2420 Mail Service Center • Raleigh, North Carolina 27699-2420
Courier # 56-20-25

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

January 26, 2010

Re: Food and Nutrition Services Supervisor Meeting

Dear County Director of Social Services:

Attention: Food and Nutrition Services Managers and Supervisors

The Economic and Family Services Section is in the process of planning a two day meeting for Food and Nutrition Services Managers and Supervisors to be held in Raleigh. The tentative dates of the meeting are May 16 -18, 2011 at the North Raleigh Hilton. In the last several months, we have experienced increased caseloads in the FNS Program and we believe this meeting will serve to provide managers and supervisors with tools needed to assist in providing support to their staff. This meeting will also provide training designed to assist with the ongoing goal of reducing errors, customer service and staff development in the Food and Nutrition Services Program. An update on the rollout of NCFAST will also be discussed during this meeting.

Every effort is being made to cover all county expenses for this meeting which will include hotel accommodations and meals for each attendee. Mileage reimbursement will be provided for one vehicle per county. As a reminder, counties whose agency is less than 35 miles from the meeting site are not eligible for overnight travel but all other expenses will be covered. Since space for this meeting is limited, each county will be allowed to send up to two supervisors/managers from their county with the exception of the following nine counties that have the highest statewide FNS caseloads: Buncombe, Cumberland, Durham, Forsyth, Gaston, Guilford, Mecklenburg, Robeson and Wake. These counties will be allowed to send up to four supervisors/managers to the meeting. Additional information will be sent out as soon as the meeting plans are finalized.

For the purposes of planning, we need to know how many managers/supervisors each county will send to the meeting. Please email David Locklear at David.Locklear@dhhs.nc.gov by Tuesday, February 1, 2011. Please indicate the number attending from your county and let us know if you plan to spend both nights at the North Raleigh Hilton. If you do not plan to attend, please email and let us know that as well. If you have any questions, please call David at 919-334-1227. We are very excited about this meeting and we strongly encourage your county's participation

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson Chief
Economic Services Section