



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

Pat McCrory  
Governor

Richard O. Brajer  
Secretary

Wayne E. Black  
Director

August 28, 2015

**RE: Food and Nutrition Services Employment and Training Kick-Off Planning Event**

**Dear County Director of Social Services:**

The United States Department of Agriculture (USDA) along with the North Carolina Department of Health and Human Services is engaged in efforts to strengthen the Food and Nutrition Services (FNS) Employment and Training (E&T) Program. This has become a main priority for the Food and Nutrition Services Program. With the upcoming changes to Able-Bodied Adults without Dependents (ABAWD) and the improving labor market, we must focus on assisting individuals with employment services.

The Division of Social Services will hold a Food and Nutrition Services Employment and Training Kick-Off Planning Event on **September 28 – September 30, 2015** at the Sheraton Greensboro Hotel at Four Seasons, Joseph S. Koury Convention Center located at 3121 High Point Road, Greensboro, NC 27407.

The Division requests that all North Carolina counties attend this event. This is an opportunity to learn more about diverse and creative programs that can be tailored to the specific employment opportunities and resources in your county. We have invited presenters from the USDA National and Regional Offices, the Division of Workforce Solutions, the Community College System, Work Force Innovation and Opportunity Act office and Community Based Organizations as well as county agencies currently expanding their E&T Programs in our State.

We are requesting that staff attending include Directors, Food and Nutrition Services Program Administrators, Managers and/or Supervisors. We are looking specifically for staff that are innovators and forward thinkers on how FNS E&T could be developed in your county and how it could best serve your FNS participants.

Registration will begin at 11:00 am on Monday, September 28, 2015 with the Planning Event beginning at 1:00 pm. The Event will end at noon on Wednesday, September 30, 2015.

Economic and Family Services  
www.ncdhhs.gov • www.ncdhhs.gov/dss  
Tel 919-527-6300 • Fax 919-334-1265

Location: Hargrove Building/Dix Campus • 820 S. Boylan Avenue • Raleigh, NC 27603  
Mailing Address: 2420 Mail Service Center • Raleigh, NC 27699-2420

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Given there is limited space for this event, each county may send up to **three** staff to the Planning Event, three rooms will be provided per night. If an agency does not utilize their allotted slots (3), we will attempt to accommodate those agencies that wish to send more than three staff. The rooms will be provided via direct billing to the state for each county office located at least thirty-five miles from the Sheraton Four Seasons. Attendees should not contact the hotel to make reservations; the state will provide a room list directly to the hotel. It will be necessary for the attendee to present a credit card at check-in to cover incidentals for each room. The State will pay for the room and taxes only, not including incidentals such as telephone calls, in-room movies, and room service. The State will also provide mileage reimbursement for travel to and from the Sheraton for **one** vehicle per county. A travel reimbursement form must be completed by one designated individual per county upon registration for the event. There is no registration fee. An agenda for the meeting will be provided at a later time.

The following meals will be provided during the meeting: Breakfast September 29<sup>th</sup> and 30<sup>th</sup>, lunch September 29<sup>th</sup>.

Hotel check-in is at 3:00 pm on September 28<sup>th</sup>, but attendees may be able to check-in early depending on the availability of the hotel.

Attached is a registration form to be completed by each county. The registration form must be completed and returned to Joan Otto at [Joan.Otto@dhhs.nc.gov](mailto:Joan.Otto@dhhs.nc.gov) as soon as possible but no later than **Monday, September 14, 2015**.

If you have any questions or concerns, please contact me at (919) 527-6311 or via email at [David.Locklear@dhhs.nc.gov](mailto:David.Locklear@dhhs.nc.gov). We look forward to seeing you at this important event.

Sincerely,



David Locklear, Chief  
Economic and Family Services

Attachment (1): Registration Form

**EFS-FNSEP-19-2015**