

# USDA Donated Foods

## UPCOMING DEADLINES:

### December

Pre-Packet Survey

### January

USDA Foods Packet

### February

USDA Foods Expo Show – Columbia, Mo

Bonus Trade Mitigation ordering

## Food Distribution Team

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## USDA Foods Pre-packet Survey

In December DESE-FNS will be sending out a survey via email. DESE-FNS is wanting feedback for the USDA Foods packet. DESE-FNS will compile the data of the survey and only offering the most popular items on the packet. This will help reduce the inventory on hand and improve our efficiency. Be on the lookout in the coming weeks for the survey and quick turnaround time to complete.

## Bonus Items for April Distribution

Thanks to excess trade mitigation funds, Missouri received some bonus food! These bonus items are completely free and will not count against entitlement. The products received are Canned Applesauce (110541) and Frozen Chicken Strips (110462). DESE-FNS purchased four truckloads of each, so order as much product as you can use. Look for this bonus offering email in February/March 2020. The product will be distributed in April with your normal delivery.

## USDA Foods Packet 2020-21



DESE-FNS has started putting together the 2020-21 USDA packet. As noted above, the USDA Foods “brown box” items will be reduced utilizing the feedback from the Pre-packet survey.

The processing fee for all further processed items will also be removed. Per USDA regulations, a processing fee cannot be on the food packet, unless the price is procured and one vendor is awarded. Therefore, DESE-FNS will remove the price from the Fee For Service (FFS) items. The school will

need to contact the processor/broker for the FFS price. The type of procurement will vary based on the amount purchasing. As an example, if you are purchasing less than 150,000 dollars of an item, the requirement is for you to call and get two or more prices.

Another change will effect the quantity of FFS items. All FFS items will have to meet a minimum amount to be brought into the warehouse. Therefore, if a FFS item doesn't meet a minimum of 450 cases, the item will be cut. Any school that selected a cut item will be offered another item from that vendor.



Lastly, there will be a USDA Foods Expo Show on February 27th at the Holiday Inn Expo Center in Columbia, Mo. This will give schools a chance to sample and taste all the further processed options available. Stay tuned for more information in the coming month.

# Delivery Ticket Issues

QUANTITY	ITEM NO.	DESCRIPTION	
		WHSE LOT NO.	PKS
CASES RECEIVED ****			
CASES SHORT ****			
CASES OVER/RETURNED ****			
SIGNATURE ****			
DATE			

In an effort to accurately report shorts and damages, a section was added on the delivery tickets.

Please fill this out with the driver upon receipt of your goods. Make sure your copy and the drivers' copy match.

Information needed to complete:

- total cases received
- total cases short
- cases over/returned
- signature from the school
- date of delivery

**DESE FNS USDA Foods Website**  
<http://dese.mo.gov/financial-admin-services/food-nutrition-services/usda-foods>



Deliveries are contracted to be **tailgate deliveries**.

The contract allows for **delivery times anytime between 7:00 a.m. – 3:00 p.m.**

Please have appropriate staff available to receive the USDA Foods when Lanter arrives.

Lanter will email a list of items to be received by your LEA during the upcoming month and will be sent before or during the first week of the month to all LEAs. The list ***will not*** include a delivery date and time.

A dispatch representative from Lanter will contact your LEA ***at least four days*** prior to a future delivery to verify the **delivery date** and a **two-hour window** for your upcoming delivery.

If a delivery is unable to be made due to sick driver, bad weather, equipment malfunc-

tions, etc. Lanter will contact the LEA immediately and setup a re-delivery within 24 hours.

The Lanter driver will have two copies of the Delivery Receipt. One for you to keep and a separate Bill of Lading for the driver to return to Lanter.

Upon receipt of product someone at the school must verify quantity, item code & description, and total cases delivered. If there are any discrepancies from the Delivery Receipt, such as a short or damaged product, make sure to document such discrepancies on the drivers Bill of

Lading. Include the quantity shorted by item and update the total number of cases verified/received by your LEA..

If there are additional items or incorrect items on the delivery, do not keep these items.

Do not accept any substitutions of product. Only keep items which match quantity and item code/description as listed on your Delivery Receipt.

Sign, date and mark the total cases short on the ticket for the driver.

