

Jefferson County Commission dba Jefferson County Youth Detention Center

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the Healthy Hunger-Free Kids Act (HHFKA) amended section 22 of the National School Lunch Act (NSLA) (42 U.S.C. 1769c) to require State agencies (SA) to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each School Food Authority (SFA) on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority: Jefferson County Commission

Date of Administrative Review (Entrance Conference Date): September 25, 2024

Date review results were provided to the School Food Authority: October 28, 2024

Date review summary was publicly posted: November 28, 2024

The review summary must cover access and reimbursement (including eligibility and certification review results), the SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFA's superintendent or equivalent as required at 7 CFR 210.18(i)(3).

General Program Participation

What Child Nutrition Programs does the SFA participate in? (Select all that apply)

<input checked="" type="checkbox"/>	School Breakfast Program
<input checked="" type="checkbox"/>	National School Lunch Program
<input type="checkbox"/>	Fresh Fruit and Vegetable Program
<input type="checkbox"/>	Afterschool Snack
<input type="checkbox"/>	Special Milk Program
<input type="checkbox"/>	Seamless Summer Option

Does the School Food Authority operate under any Special Provisions? (Select all that apply)

<input type="checkbox"/>	Community Eligibility Provision
<input type="checkbox"/>	Special Provision 1
<input type="checkbox"/>	Special Provision 2
<input type="checkbox"/>	Special Provision 3

Were any findings identified during the review of this School Food Authority?

YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>

Review Findings

Please complete the following charts to indicate findings and details.

YES	NO	REVIEW FINDINGS
X		A. Program Access and Reimbursement
YES	NO	AREAS
X		Certification and Benefit Issuance
	X	Verification
	X	Meal Counting and Claiming

Finding(s) Details:

1. The SFA failed to comply with 7 CFR 245.6 requirements regarding applications, eligibility, and certification of children for free and reduced-price meals. An application must be completed for each child unless the RCCI uses an eligibility documentation sheet for all children residing in the RCCI.

YES	NO	REVIEW FINDINGS
X		B. Meal Patterns and Nutritional Quality
YES	NO	AREAS
X		Meal Components and Quantities
	X	Offer versus Serve
	X	Dietary Specifications and Nutrient Analysis

Finding(s) Details:

1. The SFA failed to comply with 7 CFR 210.10(a)(2) and 220.8 (e) that states that Schools must identify, near or at the beginning of the serving line(s), the food items that constitute the unit-priced reimbursable school meal(s).
2. The SFA failed to comply with 7 CFR 210.10 (a) (3) that states schools or school food authorities', as applicable, must keep production and menu records for the meals they produce. These records must show how the meals offered contribute to the required food components and food quantities for each age/grade group every day.

YES	NO	REVIEW FINDINGS
X		C. School Nutrition Environment
YES	NO	AREAS
X		Food Safety
X		Local School Wellness Policy
	X	Competitive Foods
	X	Other

Finding(s) Details:

1. The SFA failed to comply with 7 CFR 210.13(c)(2)(iv) that states a school food authority with a food safety program based on the process approach to HACCP must ensure that its program includes standard operating procedures to provide a food safety foundation.
2. The SFA failed to comply with the requirement per 7 CFR 210.31(d-f) that discusses public involvement and public notification, implementation assessments and updates, and recordkeeping requirements regarding the local school wellness policy.
3. The SFA failed to comply with requirements regarding the maintenance of the Nonprofit School Food Service Account (NSFSA), specifically concerning allowable costs as outlined in 7 CFR 210.14 and 2 CFR 200 Subpart E. Additionally, the SFA did not adhere to the state agency’s fiscal management fund accounting requirements for completing the Child Nutrition Program Annual Report for the fiscal year 2023 (October 1 through September 30).
4. The SFA procurement procedures were not in accordance with federal, state, and local regulations. The SFA’s written Procurement Plan did address all requirements.
5. The SFA failed to comply with 7 CFR 210.10 which requires all 5 meal components to be served daily at lunch.
6. The SFA failed to comply with 7 CFR 210.12(d)(1) that states to the maximum extent practicable, school food authorities must inform families about the availability of breakfasts for residents. Information about the School Breakfast Program must be distributed just prior to or at the beginning of the school year.

The SFA also failed to comply with 7 CFR 210.12(d)(2) states school food authorities must cooperate with Summer Food Service Program sponsors to distribute materials to inform families of the availability and location of free Summer Food Service Program meals for residents when school is not in session.

7. The SFA failed to comply with 7 CFR 210.21(d) which details the requirements to purchase domestic foods, to the maximum extent practicable, for use in the National School Lunch Program.

YES	NO	REVIEW FINDINGS
X		D. Civil Rights

Finding(s) Details:

1. The SFA failed to comply with FNS 113-1(IX)(A)(4)(d) that states all other FNS nutrition assistance programs, State, or local agencies, and their subrecipients, must post the current applicable nondiscrimination statement and include it, in full, on all materials regarding such programs that are produced for public information, public education, or public distribution.