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**NYC DEPARTMENT OF HOMELESS SERVICES**  
**BASELINE REPORT**  
**FISCAL YEAR 2019**

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## Good Food Purchasing Program® Overview

The Center for Good Food Purchasing's Good Food Purchasing Program provides a metric-based, flexible framework that encourages large institutions to direct their buying power toward five core values:



Through the Program, the Center works with institutions to establish supply chain transparency from farm to fork, evaluate how current purchasing practices align with the Good Food Purchasing Standards, assist with goal setting, measure progress, and celebrate institutional successes in shifting towards a values-based purchasing model.

- ✓ Assess Baseline
- ✓ Set Goals + Make Shifts
- ✓ Track Progress
- ✓ Celebrate Success

Good Food Purchasing Program participants commit to the following core components:

1. Meet at least the baseline standard in each of the five value categories, as outlined in the Good Food Purchasing Standards
2. Incorporate the Good Food Purchasing Standards and reporting requirements into new RFPs and contracts
3. Establish supply chain transparency to the farm of origin that enables the commitment to be verified and tracked over time
4. Commit to annual verification of food purchases by the Center to monitor compliance, measure progress, and celebrate success.

The Center issues a Good Food Provider verification seal to participating institutions that meet baseline requirements *across the five value categories*.

### Star Rating



### Points

5 to 9  
10 to 14  
15 to 19  
20 to 24  
25+



## Good Food Purchasing Baseline Summary

A baseline summary from the Center for Good Food Purchasing is a snapshot of purchasing prior to the time that an institution has begun implementing the Good Food Purchasing Standards. An institution is not expected to have met any or all of the baseline Standards in the baseline year. This report is meant to guide decision-making around actions and strategies that will be taken to meet the baseline Standards over time and should be viewed as the starting point from which we will gauge progress made between this baseline and subsequent annual assessments. As such, points awarded in the baseline are for informational and planning purposes and are not intended as an official rating from the Center.

Due to challenges associated with the data collection process for baselines (e.g. vendors' lack of tracking systems and unfamiliarity with requests for detailed sourcing information), **New York City Department of Homeless Services (NYC DHS) FY 2019 Baseline Summary does not fully reflect the Department's total direct food spend of \$9,200,000 nor does it include analysis of the approximately \$35M in indirect food purchases.** The analysis covers \$2,713,719 of the total direct food spend or approximately 29% of spend and only includes data from one vendor. All data and charts presented in the report represent findings for the available information only. In addition, the available purchasing records lack some sourcing information that would allow for a complete analysis of NYC DHS performance. This information was not a requirement when current contracts were established.

## Supply Chain Traceability & Transparency

The findings in this report do not provide a complete picture of the actual purchases made by the New York City Department of Homeless Services (NYC DHS) in the baseline year. Working with vendors to improve data collection and information transparency is likely to result in more comprehensive and representative analysis in the future.

### Summary of Incomplete Information:

- A total of **\$416,230 (15.3% of total food spend)** don't have origin detail (i.e. supplier's name, farm name or brand/manufacturer name) or production location (city and state of production)<sup>1</sup>.
- Further, **\$220,624 (8.13% of total food spend)** have incomplete sourcing information (products with state-only locations or multiple locations). This limits the ability to verify products from multi-location producers when production practices differ by location.
- Out of the DHS total direct food spend of \$9,200,000 in FY2019, only \$2,713,719 was available for data collection and reporting.

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<sup>1</sup>Whitsons prepared meals did not have complete origin details but count for partial credit in Local Economies due to being manufactured locally.



## Good Food Purchasing Executive Summary

NYC Department of Homeless Services  
Baseline Report Fiscal Year 2019

<b>\$2,713,719</b> in Total Food Spend <sup>2</sup>	FSMC and provider-operated Enrolled since 2019	<b>2 out of 5</b> Baseline Standards Met	<b>Total Points Earned</b>  <div>13</div>
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### Progress Toward Baseline Goal and Qualifying Purchases by Value Category

		Baseline Goal <sup>3</sup>	Standard Points	Extra Points	Baseline Met
Local Economies	45.7% or \$1.24m	15% (\$407k)	3	0	✓
Environmental Sustainability	0% or \$0k	15% (\$407k)	0	0	-
Valued Workforce	13.0% or \$353k	5% <sup>4</sup> (\$135k)	6	1	-
Animal Welfare	0% or \$0k	15% (\$39k)	0	0	-
Nutrition	71% of applicable items met	51% met	2	1	✓
Total			11	2	

### Additional Baseline Requirements

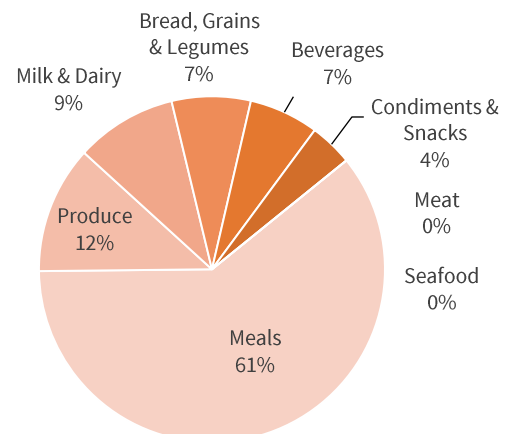
#### Environmental Sustainability

		Baseline Met
1	At least 25% of animal products are produced without routine use of antibiotics	-
2	No seafood purchased should be listed as “Avoid” by Seafood Watch	-

#### Valued Workforce

1	Take requested follow up steps with suppliers	-
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### Purchasing Summary By Product Type



<sup>2</sup> Report only includes food procurement data from one vendor, Whitsons, and is not inclusive of the full DHS 2019 food spend. See next page for limitations on 2019 data collection. Proportions of food products included in dataset are not aligned with typical food product distribution in datasets and may skew results.

<sup>3</sup> The Environmental Sustainability and Valued Workforce categories have additional baseline requirements. See the *Five Value Analysis* section of this report.

<sup>4</sup> 5% at Level 3. See the 2017 Good Food Purchasing Standards for details.



## Good Food Purchasing Accomplishments and Opportunities

NYC Department of Homeless Services  
Baseline Report Fiscal Year 2019

### KEY ACCOMPLISHMENTS FOR FY 2019



#### Local Economies:

Within the dataset analyzed, DHS sourced over 45% of foods from family- or cooperatively-owned businesses in New York State or surrounding states. 88% of local purchases were from New York State manufacturers or processors.



#### Valued Workforce:

DHS exceeded the Valued Workforce baseline requirement percentage by sourcing 13% of purchases from Level 3 Valued Workforce suppliers and will achieve baseline in this category following outreach to vendors with labor law citations in the last three years.



#### Baseline participation in the Program:

DHS participated in the first round of Good Food Purchasing Program data collection, which included outreach to vendors for food purchasing data and providing in-depth information regarding Nutrition and Extra Points items. Although there are improvements to be made in data collection (as highlighted below), DHS has started the process for long-term participation in the Good Food Purchasing Program.

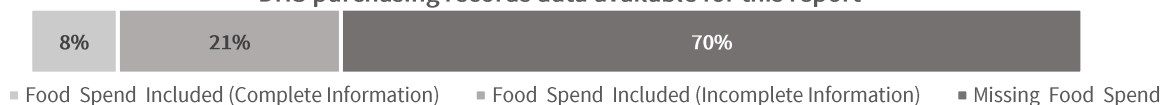
### KEY OPPORTUNITIES MOVING FORWARD



#### Data collection:

Due to the nature of DHS procurement and the number of providers involved with food service for DHS, complete information was not available for FY2019. This report only contains data from Whitsons purchases and is only reflective of 30% of food spend for DHS in Fiscal Year 2019<sup>5</sup>. **Due to the limited data included in this report, the overall score should not be used to indicate complete baseline results.** Moving forward, more robust data will give a more complete picture of the procurement patterns for DHS.

DHS purchasing records data available for this report



#### Supply chain transparency:

Origin detail and production location information (at the city/county level) were not available for all food purchases included in this report (as displayed above, labeled 'Incomplete Information'). Without production location information, purchases that may have the potential to qualify under the Good Food Purchasing Standards cannot be verified for qualification. As a result, the findings in this report may misrepresent the full scope of purchases that qualify for one or more category in the Good Food Purchasing Standards, specifically the Local Economies and Valued Workforce categories. Improvement of the data is likely to result in higher performance in future assessments.



#### Environmental Sustainability and Animal Welfare:

The food purchases included in this report indicate that few, if any, sustainable or humane food items are being purchased. DHS has opportunity to increase purchases of items that qualify within those value categories.

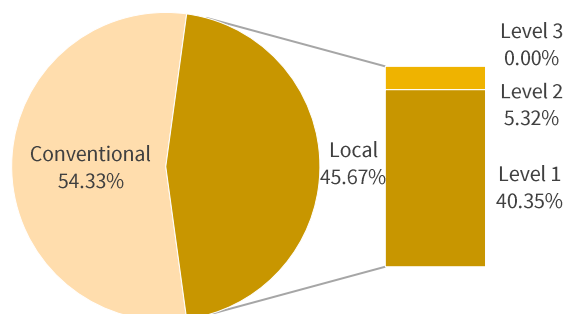
<sup>5</sup> Total food spend of \$9.2m is sourced from the Food Service Operations Questionnaire.

## LOCAL ECONOMIES – *Support small and mid-sized agricultural and food processing operations within the local area or region*

### PROGRESS TOWARD BASELINE

45.7% of total food spend is locally-sourced (\$1,239,345)

Baseline Goal	Total Points	Baseline Met
15%	3	✓



### 3 STANDARD POINTS

- 1 standard point for every 15% of food sourced at level 1 local.

### 0 EXTRA POINTS

### KEY SUPPLIERS<sup>6</sup>

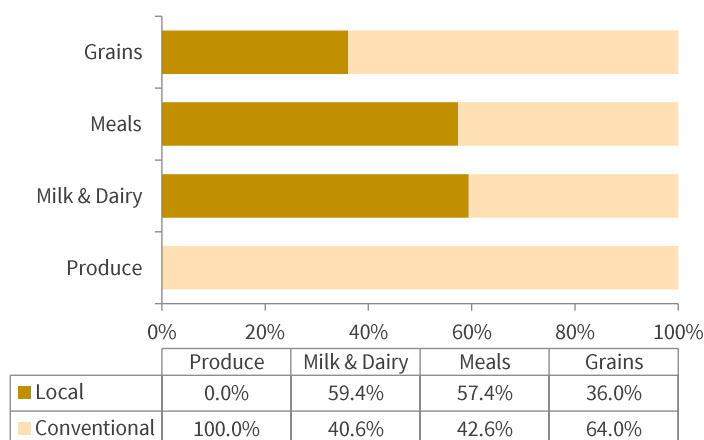
Level 2 - Large, within NYS and nearby states:

- Sally Sherman Foods (\$119,216)
- White Coffee (\$99,479)

Level 1 - Very Large, within NYS and nearby states:

- Whitsons Culinary Group (\$1,312,291)
- Clover Farms / Clover Dairy (\$229,861)
- Rockland Bakery (\$108,367)
- Port Royal Sales (\$5,706)
- Upstate Farms (\$1,885)

What Percentage of Each Product Category is Local?



### NOTES ON EARNING POINTS

- Greater credit is given for full supply chain participation. This category is calculated using a weighted formula, where an item receives
  - 100% credit if the grower AND processor AND distributor all meet one of the qualifying criteria,
  - 66% credit if two of the three actors meet one of the qualifying criteria,
  - 33% credit if one of the three actors meets one of the qualifying criteria.
- For this report, **products totaling \$1,877,795 had at least one actor identified as meeting qualifying criteria. Weighted, \$1,239,345 counted toward the total percentage of local food.**

<sup>6</sup> The dollar amounts under Key Suppliers is the **unweighted** dollar amount spent on each supplier.

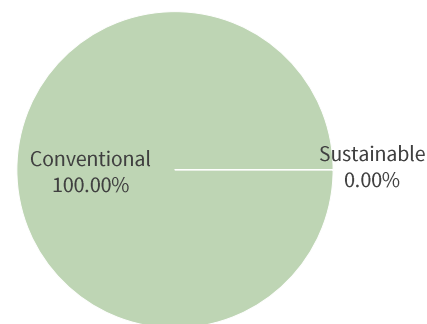
ENVIRONMENTAL SUSTAINABILITY – *Source from producers that employ sustainable production systems*

PROGRESS TOWARD BASELINE

	Baseline Goal	Total Points	Baseline Met
0% of total food spend is sustainably-sourced (\$0)	15%	0	-

Additional baseline requirements:

1	25% of animal products are raised without routine antibiotic use	-
2	No seafood purchases is rated “Avoid” by Monterey Bay Aquarium’s Seafood Watch Guide	-



KEY SUPPLIERS

Levels 1-3

- None identified

Raised without routine antibiotic use – ABF, NAE, CRAU, USDA Organic

- None identified

ADDITIONAL BASELINE REQUIREMENTS

- **Seafood requirement not yet met.** No seafood purchased should be rated “Avoid” by Seafood Watch.
  - \$28k or 100% of seafood purchases have potential to be rated “Avoid” by Seafood Watch. Purchases include cupped tuna salad from Sally Sherman Foods.
- **Non-routine uses of antimicrobial drugs requirement not yet met.** 25% of animal product purchases must be produced with non-routine antimicrobial drug use.

CARBON AND WATER FOOTPRINT

- Due to incomplete purchasing records data for this year, a carbon and water footprint cannot be calculated. A baseline carbon and water footprint should only be calculated using a full dataset to allow for year over year comparison of comparable data sets.
- Food purchases included 144,818 lbs. of meat, of which 52,742 lbs. (36%) were red meat. Reducing purchases of red meat will have the greatest impact on lowering carbon and water footprint.

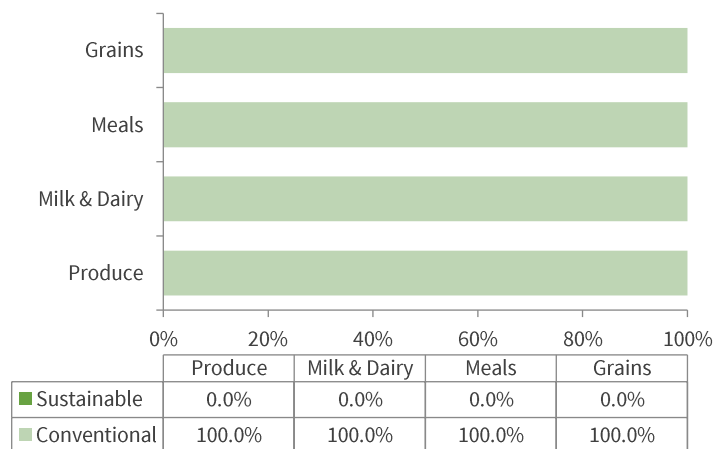
0 STANDARD POINTS

- 1 standard point for every 15% of food sourced at level 1 sustainable.

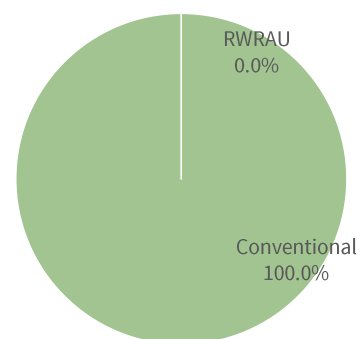
0 EXTRA POINTS

- DHS Instituted Meatless Mondays for two contracts, but it is unconfirmed if other sites or caterers have implemented Meatless Mondays.

What Percentage of Each Product Category is Sustainable?



What Percentage of Animal Product is Raised Without Routine Antibiotic Use?

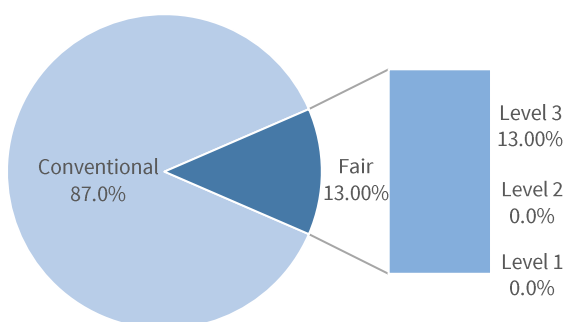




## VALUED WORKFORCE – *Provide safe and healthy working conditions and fair compensation to all food chain workers and producers, from production to consumption*

### PROGRESS TOWARD BASELINE

	Baseline Goal	Total Points	Baseline Met
13.0% of total food spend is fair (\$352,716)	5% <sup>7</sup>	7	-
Additional Baseline Requirement:			
Take requested steps to outreach to vendors with labor law violations			-



### 6 STANDARD POINTS

- 3 standard points for every 5% of food sourced at level 3 fair sources.

### 1 EXTRA POINT

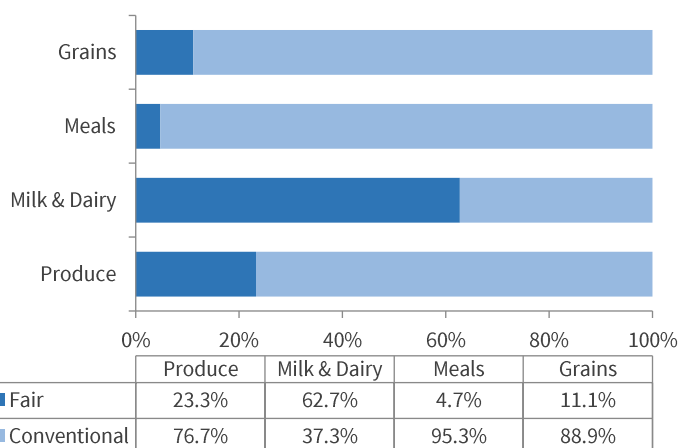
- NYC DHS employees and food service contractor (Whitsons) meet level 3 Valued Workforce criteria.

### KEY SUPPLIERS<sup>8</sup>

Level 3 – Union contract/worker-owned cooperative:

- Sysco – **Central Islip, NY** (\$486,129)
- Clover Farms / Clover Dairy - **Reading, PA** (\$229,861)
- Sally Sherman Foods - **Mount Vernon, NY** (\$119,216)
- Upstate Farms - **Syracuse, NY** (\$1,885)

What Percentage of Each Product Category is Fair?\*



### NOTES ON EARNING POINTS

- Greater credit is given for full supply chain participation. This category is calculated using a weighted formula, where an item receives
  - 100% credit if the grower AND processor AND distributor all meet one of the qualifying criteria,
  - 66% credit if two of the three actors meet one of the qualifying criteria,
  - 33% credit if one of the three actors meets one of the qualifying criteria.
- For this report, **products totaling \$837,091 had at least one** actor identified as meeting qualifying criteria. **Weighted, \$352,716 counted toward the total percentage of fair food.**

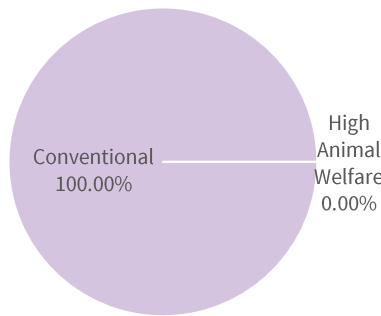
<sup>7</sup> 5% at Level 3. See the 2017 Good Food Purchasing Standards for details.

<sup>8</sup> The dollar amounts under Key Suppliers is the **unweighted** dollar amount spent on each supplier.

ANIMAL WELFARE – *Provide healthy and humane care for farm animals*

PROGRESS TOWARD BASELINE

	Baseline Goal	Total Points	Baseline Met
0% of total food spend is high animal welfare (\$0)	15%	0	-



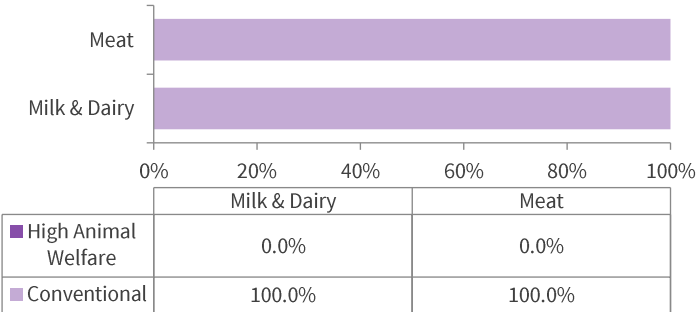
KEY SUPPLIERS

- Levels 1-3
- None identified

0 STANDARD POINTS

0 EXTRA POINTS

What Percentage of Each Product Category is High Animal Welfare?



**NUTRITION** – *Promote health and well-being by offering generous portions of vegetables, fruits, and whole grains; reducing salt, added sugars, fats and oils; and by eliminating artificial additives.*

## PROGRESS TOWARD BASELINE

	Baseline Goal	Total Points	Baseline Met
71% of total applicable items met	51%	3	

## 2 STANDARD POINTS

- 15 of 21 applicable checklist items met (71% of total applicable items)
- See Appendix B. Nutrition Checklist for details

Nutrition Scoring
Level 1 Healthy – meets 15 - 18.5 out of 29 (or between 51-64.5% of all applicable checks)
Level 2 Healthy – meets 19 - 23.5 out of 29 (or between 65%-79.9% of all applicable checks)
Level 3 Healthy – meets 24 - 29 out of 29 (or between 80-100% of all applicable checks)

Nutrition Goals		
High Priority (Items with High Priority Designation are Worth Two Checks Per Item Met)		
Healthy Procurement (3 applicable items)	3 items met <sup>9</sup>	5 checks
Healthy Food Service Environment (3 applicable items)	2 items met	2 checks
Health Equity (1 applicable item)	1 item met	1 check
Priority (Items with Priority Designation are Worth One Checks Per Item Met)		
Healthy Procurement (5 applicable items)	5 items met	5 checks
Healthy Food Preparation (2 applicable items)	2 items met	2 checks
Healthy Food Service Environment (0 applicable items)	0 items met	0 checks

## 1 EXTRA POINT

- DHS implements a worksite wellness program.

<sup>9</sup> “Items met” includes items fully and partially met

## Appendix

# Appendix A. Supply Chain Labor Compliance Report

NYC Department of Homeless Services

Fiscal Year 2019

## Methodology and Criteria

Two Federal databases were referenced to establish a preliminary catalog of labor violations in the Good Food Purchasing Program participants' supply chains: the OSHA IMIS database<sup>1</sup> (<https://www.osha.gov/pls/imis/establishment.html>) and the Department of Labor Data Enforcement Database (<https://enforcedata.dol.gov/views/search.php>).

Using these sources, the Center's staff developed a list of all suppliers with one or both of health and safety or wage and hour violations in the preceding five years. See the tables below for details.

Tables 1 and 2 include a select subset of the full supplier lists in tables 3 and 4. Tables 1 and 2 show only the **top** violators based on the below criteria, while tables 3 and 4 list **all** suppliers within the institution's supply chain with OSHA and WHD violations, respectively (with top violators highlighted in gray). Table 5 shows the list of suppliers within the institution's supply chain with OSHA accident and fatality inspections.

Criteria used to identify top violators were developed in consultation with a committee comprised of an academically affiliated labor institution and government officials. Criteria include:

- Total wage and hour penalties, fines, and back wages paid (See [1] Description of DOL Investigations)
  - If back wages are owed to employees because an investigation finds minimum wage or overtime violations, the Department of Labor will request the employer to pay back wages.
  - Civil money penalties may be assessed for child labor violations and for repeat and/or willful violations of minimum wage or overtime requirements.
- Number of employees paid back wages
  - Refers to the number of employees who were found to be owed back wages as the result of a Department of Labor investigation.
- Number of current violations cited and serious/willful/repeat health and safety violations (See [2] OSHA Definitions)
  - Current violations: Represents the number of violations for which the employer is currently cited. This may differ from the initial violations if settlement or judicial actions resulted in reductions.
  - Serious/willful/repeat violations: Provides an indication of the degree of severity of the hazard found.
- Total health and safety penalties assessed
  - Initial penalty: Represents the amount initially assessed when the citation was first issued to the employer.
  - Current penalty: Represents the amount currently assessed for the violation. This may differ from the Initial Penalty if settlement or judicial actions resulted in reductions.
- Number of accident investigations on site
  - Accidents: Represents the number of accident investigations conducted and reported by OSHA.

[1] [Description of DOL Investigations](#)

[2] [OSHA Definitions](#)

<sup>1</sup> This report reflects information in the DOL OSHA database as of January 6, 2020 and WHD database as of July 26, 2019.

The Center recommends that NYC Department of Homeless Services communicate with the suppliers identified as the top violators based on the above criteria. Suppliers on which the institution spends more than \$10,000 are highlighted in green and are the highest priority due to high spend with these suppliers. However, the institution may reach out to other top violators due to their relationship with them. Top priorities for outreach based on the criteria and high spend include:

Stratas Foods  
Grimmway Farms  
Nestle USA  
Kellogg's

The Center will provide necessary information and discuss next steps in outreach to suppliers during the follow up meeting.

**Table 1. Top OSHA Violators in NYC DHS Supply Chain (2017-2020)**

See Table 5. OSHA Accident and Fatality Inspections for details on the provided accidents and fatalities in Tables 1 and 3.

Supplier	Initial Fine	Current Fine	Current Violations	Serious	Willful	Other	Accidents	Fatalities	NYC DHS Spend
Stratas Foods	\$52,773	\$18,834	3			5			\$42,444
Grimmway Farms	\$36,450	\$36,450	4				4		\$18,420
Nestle USA	\$109,810	\$91,252	12			4	8		\$13,102

**Table 2. Top WHD Violators in NYC DHS Supply Chain (2017-2020)**

Supplier	Employees Involved	# FLSA Violations [3]	FLSA Fines/BW Paid	FLSA Repeat Violator?	# MSPA Violations [4]	MSPA Fines/BW Paid	# FMLA Violations [5]	FMLA Fines/BW Paid	H2A Violations [6]	H2A BW Paid	NYC DHS Spend
Kellogg's	1						1	\$80,755			\$102,859

[3] Fair Labor Standards Act

[4] Migrant and Seasonal Agricultural Worker Protection Act

[5] Family and Medical Leave Act

[6] Temporary Agricultural Employment of Foreign Workers, Section 218 of the Immigration and Nationality Act

**Table 3. Suppliers in NYC DHS Supply Chain (2017-2020)**

See Table 5. OSHA Accident and Fatality Inspections for details on the provided accidents and fatalities in Tables 1 and 3.

Supplier	Initial Fine	Current Fine	Current Violations	Serious	Willful	Other	Accidents*	Fatalities*	NYC DHS Spend
Kellogg's	\$58,268	\$25,679	7			3			\$102,859
Advance Food Co / AdvancePierre	\$12,934	\$9,701	1						\$59,447
General Mills	\$50,007	\$41,750	4			3			\$54,158
Stratas Foods	\$52,773	\$18,834	3			5			\$42,444
Grimmway Farms	\$36,450	\$36,450	4				4		\$18,420
Nestle USA	\$109,810	\$91,252	12			4	8		\$13,102
Tyson Foods	\$651,044	\$419,222	47		3	21		4	\$8,262
Unilever United States Inc.	\$29,271	\$24,661	1			6			\$6,895
SunOpta	\$49,564	\$28,250	10			3	2		\$2,201
Kraft Heinz Food Company	\$211,206	\$58,143	17		1	15	6	2	\$1,036
Seneca Foods	\$86,769	\$86,769	16			4			
Sysco Corporate Headquarters	\$121,751	\$50,714	12			16	1		
<b>Grand Total</b>	<b>\$1,469,847</b>	<b>\$891,424</b>	<b>134</b>	<b>0</b>	<b>4</b>	<b>80</b>	<b>21</b>	<b>6</b>	<b>\$308,823</b>



**Table 4. Suppliers in NYC DHS Supply Chain (2017-2020)**

Supplier	Employees Involved	# FLSA Violations [7]	FLSA Fines/BW Paid	FLSA Repeat Violator?	# MSPA Violations [8]	MSPA Fines/BW Paid	# FMLA Violations [9]	FMLA Fines/BW Paid	H2A Violations [10]	H2A BW Paid	NYC DHS Spend
Kellogg's	1						1	\$80,755			\$102,859
General Mills							2				\$54,158
Nestle USA					1						\$13,102
Tyson Foods	1	3	\$168				2				\$8,262
Unilever United States Inc.							592				\$6,895
Kraft Heinz Food Company	2	3	\$11,569								\$1,036
Ocean Spray											\$853
<b>Grand Total</b>	<b>4</b>	<b>6</b>	<b>\$11,737</b>		<b>1</b>		<b>597</b>	<b>\$80,755</b>			<b>\$187,164</b>

[7] Fair Labor Standards Act

[8] Migrant and Seasonal Agricultural Worker Protection Act

[9] Family and Medical Leave Act

[10] Temporary Agricultural Employment of Foreign Workers, Section 218 of the Immigration and Nationality Act

**Table 5. Suppliers within NYC DHS Supply Chain with OSHA Accident and Fatality Inspections**

Supplier	Accident Inspections [12]	Fatality Inspections [13]	Accident Investigation Summary [14]
Grimmway Farms	4		Employee Sustains Amputation Of An Arm While Cleaning Equipment; <b>Employee Sustains Heart Attack And Dies</b>
Nestle USA	8		Employee'S Finger Is Amputated In Packing Machine
SunOpta	2		Employee'S Fingertip Is Amputated While Adjusting Bags On Machine; Employee Is Burned By Hot Water During Maintenance Training
Kraft Heinz Food Company	6	2	Employees Amputates Finger While Operating Equipment
Sysco Corporate Headquarters	1		Crushed Between Loading Dock And Trailer; Worker Helping A Truck Driver Back Up Sustains A Leg Injury; Employee Is Crushed Between Storage Rack And Pallet Jack, Sustained Punctured Lung
Tyson Foods		4	Employee'S Arm Is Fractured By Silo Sweep Arm And Auger; Employee Sustains Amputation Of Fingertip While Using Multi-Vac Machine; Employee Sustains Chemical Burns To Eyes And Chest; Employee Is Overcome By Chemical Fumes And Suffers Respiratory Trauma; Employee Reaches Into Packaging Machine And Suffers Unspecified Amputation; An Employee Sustained A Bi-Lateral Hand Amputations While Cleaning

[12] The number of accidents are based on the number of inspections categorized as accidents.

[13] The number of fatalities are based on the number of inspections categorized as fatality/catastrophe.

[14] Accident investigation descriptions come from all inspections types such as complaint, referral, accident, and fatality/catastrophe.

## Appendix B. Nutrition Checklist<sup>9</sup>

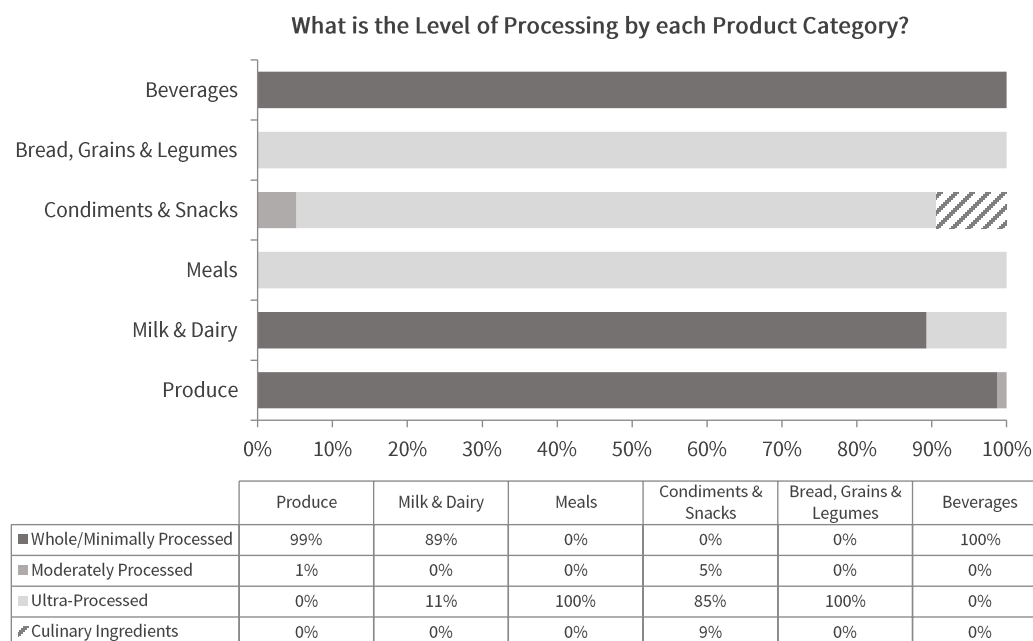
Nutrition Goals		Points	Description
High Priority (Items with High Priority Designation are Worth Two Checks Per Item Met)			
Healthy Procurement (2 points per item)			
1	Increase the amount of whole or minimally processed foods purchased by 5% from baseline year, with a 25% increase goal within 5 years.	N/A	26.8% of food in the dataset included in this report was whole or minimally processed. However, this number should not be used as a baseline as full food purchasing data was not available.
2	If meat is offered, reduce purchase of red and processed meat by 5% from baseline year, with a 25% reduction goal within 5 years.	N/A	100% of meat is red and/or processed. This number should not be used as a baseline.
3	<ul style="list-style-type: none"> <li>Require, for sites serving lunch and/or dinner only, a minimum of 2 servings of fruits and vegetables are served per meal.</li> <li>Require, for sites serving all three meals (breakfast, lunch and dinner), a minimum of 5 servings of fruits and vegetables are served per day.</li> <li>Require, for sites serving meals 5 days per week or less, <math>\geq 3</math> servings of non-starchy vegetables are served weekly per lunch and per dinner.</li> <li>Require, for sites serving meals 6 or 7 days per week, <math>\geq 5</math> servings of non-starchy vegetables are served weekly per lunch and per dinner</li> <li>Recommend all grains be whole grain (e.g., brown rice, whole-wheat pasta, dinner rolls, muffins, bagels and tortillas).</li> </ul>	1	95% of sites serving lunch and/or dinner only were compliant with 2 servings of fruits and vegetables per meal (the first metric on the list). Less than 95% of sites were compliant with the remaining metrics (compliance rate ranged from 73% to 79% per metric).
4	All individual food items contain $\leq 480$ mg sodium per serving. Purchase “low-sodium” ( $\leq 140$ mg sodium per serving) whenever possible.	2	At least 95% of sites were compliant with sodium levels across all food types.
5	<ul style="list-style-type: none"> <li>Require low-fat or non-fat yogurt be plain or contain <math>\leq 30</math> g sugar per 8 oz or equivalent.</li> <li>Require all cereals, breads, and grains contain <math>\leq 10</math> g sugar per serving.</li> <li>Require cereals that contain dried fruit (e.g., dried cranberries, dates and raisins) contain <math>\leq 17</math>g of sugar per serving.</li> <li>Recommend phasing out these high sugar cereals over time.</li> <li>Require, for child care agencies, cereal contain <math>\leq 6</math> g sugar per serving.</li> <li>Require, for sites serving a majority of children under 18 years old, beverages and yogurt contain no artificial or non-nutritive sweeteners.</li> </ul>	2	At least 95% of sites were compliant with sugar levels across all food types.
Healthy Food Service Environment (2 points per item)			
6	<ul style="list-style-type: none"> <li>Require all beverages contain <math>\leq 25</math> calories per 8 oz, with the exception of 100% fruit juice (optimal 4 oz serving) with no added caloric sweeteners or milk.</li> </ul>	1	At least 95% of sites were compliant with beverages containing $\leq 25$ calories per 8 oz with no added caloric sweeteners or milk. 93% of sites were compliant with beverages

<sup>9</sup> To earn full credit for each checklist item, at least 95% of DHS sites must be compliant with the standard.

	<ul style="list-style-type: none"> <li>Require, for sites serving a majority of children under 18 years old, beverages contain no artificial or non-nutritive sweeteners.</li> </ul>		containing no artificial or non-nutritive sweeteners.
7	Offer free drinking water at all meals, preferably cold tap water in at least a 4-ounce cup.	1	89% of sites were compliant with offering water at all meals.
8	Offer plant-based main dishes at each meal service.	0	No; only one meal available per service. Clients can request reasonable accommodation for vegetarian/vegan.
<b>Health Equity (2 points per item)</b>			
9	Institution actively supports or sponsors initiatives that directly expand access to healthy food for low-income residents or communities of color. Examples of qualifying initiatives: -Support at least one neighborhood-based community food project that expands access to healthy food for low-income residents such as a procurement agreement with a corner store that carries healthy food in a low-income census tract, a low-cost Community Supported Agriculture program dedicated to serving low-income families, or a farmer's market located in a low-income census tract that accepts EBT.	1	DHS supports this by the nature of the agency's work.
<b>Priority (Items with Priority Designation are Worth One Check Per Item Met)</b>			
<b>Healthy Procurement (1 point per item)</b>			
10	All juice purchased is 100% fruit juice with no added sweeteners and vegetable juice is Low Sodium as per FDA definitions. All 100% fruit and vegetable juice single serving containers are <12 ounces for adults and children aged 7-18, and <6 ounces for children aged 1-6.	1	At least 95% of sites were compliant with juice standards.
11	Require 1% or non-fat and unsweetened milks.	1	100% of sites serving adults were in compliance. 96% of sites serving children were in compliance.
12	All pre-packaged food has zero grams trans-fat per serving and does not list partially hydrogenated oils on the ingredients list (as labeled).	1	98% of sites were compliant.
13	At least 50% of grain products purchased are whole grain rich.	1	96% of grain products are whole grain rich. This number should not be used as a baseline.
14	Require salad dressings contain $\leq$ 290 mg sodium per serving.	1	99% of sites were compliant.
<b>Healthy Food Preparation (1 point per item)</b>			
15	Eliminate the use of hydrogenated and partially hydrogenated oils for cooking and baking. Eliminate the use of deep frying and eliminate use of frozen or prepared items that are deep fried upon purchase.	1	Sites cannot use trans fats or deep frying. 98% of sites were compliant with no deep frying.
16	Prioritize the preparation of all vegetables and protein, including fish, poultry, meat, or meat alternatives in a way that utilizes vegetable-based oils or reduces added fat (broiling, grilling, baking, poaching, roasting, or steaming).	1	Deep frying is not allowed; however, one shelter that prepares dinner meals during the week does use frying.
<b>Healthy Food Service Environment (1 point per item)</b>			
17	If a value meal is offered, that one contain no more than 650 calories and 800 mg sodium; fresh fruit or a non-starchy vegetable; and water. Price the meal lower than other value meals.	N/A	Not Applicable for DHS.
18	Adopt one or more product placement strategies such as: - Prominently feature fruit and/or non-fried vegetables in high-visibility locations. - Display healthy beverages in eye level sections of beverage cases	N/A	Not Applicable for DHS.

	(if applicable). - Remove candy bars, cookies, chips and beverages with added sugars (such as soda, sports and energy drinks) from checkout register areas/point-of-purchase (if applicable).		
19	Healthy food and beverage items are priced competitively with non-healthy alternatives.	N/A	Not applicable for DHS.
20	Any promotional signage should encourage the selection of healthy offerings at the point of choice or point of sale.	N/A	Not applicable for DHS.

## Appendix C. Level of Processing by Food Category\*



\*Data included are not inclusive of all DHS purchases. This report is limited in the food products included, and results may change with better data completion.