Run of Show (detailed)

for Building a Healthy Community Together: an engagement and listening session

Tuesday, March 21, from 9 AM to 3 PM

on the Texas A&M International University (TAMIU) campus at 5201 University Blvd – Student Center – International Ballroom

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| Monday, March 20 | |
| 3:00 to 6:00 PM | **Set up and Facilitator Huddle** at Student Center International Ballroom |
| Tuesday, March 21 | |
| 7:00 AM | **Team arrives**   * Quick huddle; breathe; set intention for day * Orient staff – go through task list and answer questions * Nursing students will help with registration using QR code |
| 7:15 AM | **Host Training**   * USDA provides training * Make sure that hosts have seats at tables, before participants come in. |
| 7:30 AM | **Doors open to exhibitors**   * Need one or two people at door to guide collaborators |
| 8:00 AM | **Doors open for participants** |
| 8:00 to 9:00 AM | **TAMIU and USDA Team on hand to welcome and register participants**   * Heath Fair Open * 12 students at registration * 1 student at “Food Is...” posted |
| 8:50 AM | **Emcee makes 10-minute call prior to start** |
| 8:55 AM | **Emcee makes 5-minute call prior to start**   * Table hosts and all staff help people to tables |
| 9:00 to 9:22 AM | **Introductions** |
| 9:00 to 9:02 AM | Emcee begins the event   * Introduce yourself * We have planned an exciting engaging day * We will be welcomed by Texas A&M University System Officials and government officials from USDA and Congress. * These welcome addresses are brief and meant to make you feel welcomed and to give you some context and help you know why what you will work on today is important. * Intro Dr. Arenaz (he will intro Rebecca Seguin-Fowler)   + Dr. Pablo Arenaz is the sixth president of Texas A&M International University   + Began presidency in November of 2016 having served as provost since 2008   + He holds his Ph.D. in Genetics and Cell Biology from Washington State University and an M.S. in Biology from the University of Nevada at Reno |
| 9:02 to 9:12 AM | **TAMU Welcome**   * President Pablo Arenaz * Dr. Arenaz introduce Dr. Seguin-Fowler * Rebecca Seguin-Fowler * Turns it back over to emcee |
| 9:12 to 9:22 AM | **Dr. Jacobs-Young**   * Emcee introduces: Dr. Chavonda Jacobs-Young serves as the U.S. Department of Agriculture’s Under Secretary for Research, Education, and Economics (or R-E-E), and as USDA’s Chief Scientist. * The R-E-E mission area is comprised of more than 8,500 employees across five organizations including the Agricultural Research Service, Economic Research Service, National Agricultural Statistics Service, National Institute of Food and Agriculture, and the Office of the Chief Scientist. * Together, these five organizations advance agricultural research, innovation, data, and extension addressing agriculture’s highest priorities, such as climate-smart agriculture, nutrition security, food safety, and the strengthening of food supply chains. * Prior to being appointed by President Biden to serve as the R-E-E Under Secretary, Dr. Jacobs-Young was the Administrator of the Agricultural Research Service for 8 years. She is a Fellow of the American Association for the Advancement of Science and the National Academy of Public Administration. * She holds M.S. and Ph.D. degrees from North Carolina State University. * Remarks in separate document |
| 9:22 to 9:37 AM | **Challenges and opportunities for Texas and Laredo**   * Dr. Jacobs-Young will introduce Chancellor Sharp * Chancellor Sharp was appointed in September 2011. * He brings with him more than three decades of public service including within the university system, the US Army Reserves, and the Texas Senate. He earned a bachelor’s degree in political science from Texas A&M University, a master’s degree in public administration from Southwest Texas State University * Welcome Chancellor Sharp |
|  | **Texas**   * Chancellor John Sharp * Texas A&M System * Introduce Rep. Henry Cuellar |
|  | **Laredo**   * U.S. Congressman Henry Cuellar * District and Laredo |
| 9:37 to 10:15 AM | **World Café Round 1 WHY** |
| 9:37 to 9:40 | **USDA Facilitator**   * Introduction includes an overview of what they will be doing, how information will be gathered, and how information will be used. Slide 1 convener slides * The whole day has been designed to engage you and get your frank and honest ideas and thoughts. * Role facilitation team will play: USDA conveners, TAMIU table hosts * These are folks who are familiar with a collaborative meeting approach and came all this way to help us be sure we are using your time in the best possible way. * In addition to gathering information, we also want to share information. During breaks, you’ll have a chance to visit the Heath Fair (perhaps briefly highlight what they can learn) – list is in the goody bag they picked up at registration * In sum about the day: this is a closed, safe environment. No press. Want honest conversation. * Team member from TAMIU will be taking photos throughout the day * Emergency procedures – please don't take the elevator and exit through the nearest exit door and gather in front of the building. * Restrooms are through the Exit doors behind the wall on the left. * Mention form for participant card that will be filled out by the end of the day |
| 9:40 to 9:43 | * Now we are going to take some time to check in with the folks at our tables. * This is the first of 4 rounds of conversations we will have at our tables. * All the input we are gaining is important today! We want to be able to call out the input gained from different walks of life in your community * You have two table hosts… * Here are some ground rules… (slide 2 of convener slides) * It is helpful to know what's OK so we have some Guidelines for you to pay attention to throughout our time together * **1. Share the air** * Important to hear from each of us! * Will be in timed breakouts, so self-monitoring of our speaking time will be important for all of us * If you are comfortable with sharing in groups, maybe lean out a bit; if you are more shy or tend to hold back, if that space is open, lean in! * Rule of Thumb: If the last voice you heard was your own, make space for others * **2. Ask Questions!** * We have lots of people here because of you; we are here because we want you to have the best experience possible today, and we are excited to hear your ideas and stories. * So ask if you need something. Ask if an instruction is unclear. Ask if you need something repeated. You get the idea. Questions are good! * **3. Honesty is Valued, Speak from the Heart** – we asked you here for your experiences and your take on things. So please speak up and don’t feel shy to say what you need to say, even if it is an observation on a USDA program, a Southern University event; you name it, it’s fair game. We won’t mind I promise. * **4. It’s ok to take care of yourself.** If you need to use the restroom or get a drink or step away from your table for another reason, please do. We are all adults and we trust you are going to give us your energy and attention and appreciate it. * **5. Time is Short.** This wraps up a lot of these guidelines. We have planned today so very carefully with the goal of cherishing the gift of your time that you have shared with us. * Our conversations are timed. Our speakers will stay on time, and our table talks will stay on time. * When time is up we will need to get your attention and this is how we will do it quickly... When one of us raises our hand, we come together. Let’s try it! * This first question is about why…why food is important to you and your community. Why and how are food and health related? Why is the current food environment (access to food and availability of food) important to health and your community? * We’ve got about 15 minutes for this discussion. I’ll ring the chime to give you a 5 minute warning and again for a 2 minute warning. There is also a timer on the screen up here. * This is your conversation. You do not have to formally report your table’s talk to the larger group. I will ask when we come back together if a few of you want to share an observation or thought from your group’s discussion, just so we all can have a flavor of what was being shared around the room. * Okay so here is the topic again: **What is your understanding about the relationship between food, the accessibility and availability of foods, physical activity, and health? Why are these important to you and your community?** [slide 3 of convener slides] * Again, you’ll have 15 min and I’ll give you the chime at the 2 minute marks, * Start timer slides. |
| 9:43 to 9:58 | **Table Discussion** |
| 9:56 | **Chime** 2-minute warning |
| 9:58 to 10:10 AM | **Chime** – Convener **Report Out** - Popcorn   * Why do we report out – gives us a sense of what is going on around the room and how our conversations differ and what they have in common. * We want you to feel free to share and engage and to have fun! |
| 10:10 to 10:15 | **Emcee**   * Okay time for our first break! * The Share Fair and Story Booth are open. You have a list of tables and resources in the Heath Fair on the agenda you received at registration. You also have your Story Booth doodle handout to write out your stories before heading to the booth. * There will be additional time today to browse * Beverages are available in the room with the Share Fair * Reminder that restrooms are behind the wall (point with my left hand) * I’ll give you a few minutes warning via chime when it’s time to return. * One last note. You may have noticed the 2 additional posters we have on the walls. * We are all different learners and have different comfort levels with engaging so we are offering all sorts of ways to give us your thoughts. * There is one poster on participating in research studies and what might motivate you or de-motivate you to participate. This information will help our researchers as they design studies. * Another is on your community’s traditional food knowledge and asks you to share a piece of advice regarding food and health that was passed down to you. We want to collect this wisdom and be sure it doesn’t get lost! * We’d like you to use stickies to give us your thoughts and ideas on this over the breaks as well. * Thank you in advance! |
| 10:15 to 10:35 AM | **BREAK – Share Fair**   * Time to compensate if late start |
| 10:35 to 10:55 AM | **Context Talks** |
| 10:35 to 10:37 | **Emcee**   * What a great first round of World Café! I can’t wait to hear more of your thoughts and ideas. * Before we get to that though, we think it’s a good idea to give you some context. * We have asked you here because we are developing some new programs and we want our current programs to be most responsive. * So we need you to inform our decisions with your real-life experience. * This is our main goal and the vast majority of our time is built around gathering your ideas, experiences, and stories. * We think some information about the programs we are developing may be helpful background as you engage today, so we have just a few speakers lined up here for about 30 minutes. * We will have time for a few questions after the session, “live” if you will, AND we want to answer all your questions. * So please keep your stickies handy and jot down any questions you have as the speakers make their presentations, or at anytime of the day for that matter. * We commit to getting those answered. Just hand them to your host at the end of your session if we don’t call on you during the session. * Now I am so pleased to introduce Ms. Sanah Baig, who serves as Deputy Under Secretary for R-E-E since November 2022. * Prior to this role, Ms. Baig was appointed by President Biden to serve as the R-E-E Chief of Staff, a position she served in for 1.5 years. Before returning to federal service in 2021, Ms. Baig served as Chief of Staff at the global nonprofit the Good Food Institute and served as Program Director at the National Association of Counties. * She is proud to have started her career as an intern at the Agricultural Research Service (ARS) and to be a graduate of the University of Virginia. |
| 10:37 to 10:52 AM | * Sanah Baig intro and overview of REE (5 min) * John Dyer – USDA resources and ASCEND (10 min) |
| 10:52 to 10:55 AM | **Sanah and John**   * Take a few questions |
| 10:55 to 11:40 | **World Café Round 2 HOW** |
| 10:55 to 11:00 | **USDA Facilitator**   * Hi, I am … * I’m going to introduce Round 2 of the conversations at your table. * We want to be sure ASCEND and our other programs get useful information on nutrition and health to people who want it in ways they want it. * [slide 4 of convener slides] * Where do you get your information about food and health? * We want to hear some specific examples, for instance health magazines or a certain website. Maybe a community organization? A neighbor? Your place of worship? * Is there a particular source you trust and rely on more than most? * You are going to see some familiar activities from this morning but also a few new things will work partly the same and partly different than they did with your first round this morning. * So we have set aside 25 minutes for this conversation. Again there is a timer on the board, and I’ll give you a 5 minute and 2-minute warning by chime. * In short: **how are you getting your nutrition, diet and related health information? What source or sources of information do you rely on more than others?** * [announce when first 5 minutes is up and encourage them to start their table discussion.] * Start Timer Slide |
| 11:00 to 11:25 | **Table Talk**   * Suggest hosts give 3-5 minutes for each participant to fill in information on sheet at each seat, then 15 minutes to discuss |
| 11:23 | **Chime** |
| 11:23 to 11:40 | **Harvest**   * Facilitators walk around and eyeball the lists for most prevalent sources. Then at “report out” ask for a show of hands for a few of the sources of information, ask for examples from tables’ qualitative data to elaborate. * So, e.g., “I see that “neighbor” comes up as a reliable source frequently across the tables. Raise your hand if this is one of your go-to sources? Who can elaborate on that for us – what was the discussion at your table around your neighbors?” |
| 11:40 to 11:45 | **Emcee**   * We are getting ready to break for lunch now. * We will release you by table so that you can line up to pick up your lunch. Once you have your food, please return to your table to eat. * At lunch we will have a couple of activities. * 1. You will eat! Of course. We have a nourishing lunch made for you… * 2. After we have eaten and I’ll be back to lead us in a discussion about our personal health stories. * The last thing we will do over the course of our lunch break is give you a REAL break – time to browse the Share Fair, share your own story, or just relax at your table. |
| 11:45 to 1:00 PM | **Lunch Break** |
| 11:45 to 12:15 | * Participants eat |
| 12:15 to 12:35 | * USDA Facilitator’s observations on our community’s shared health challenges; discussion * Dismiss to Heath Fair and/or Place to Share Your Story (Room 216) |
| 12:35 to 1:00 | * Break and Share Fair Time |
| 12:58 | * Chime |
| 1:00 to 1:02 PM | **Emcee**   * Welcome back! * Introduce next USDA Facilitator |
| 1:02 to 2:20 PM | **World Café Rounds 3 & 4 why not and what works?** |
| 1:02 to 1:04 | **USDA Facilitator**   * Hi, I am… * For these last 2 discussions, we are going to talk about what keeps us from adopting healthy behaviors and eating nutritious foods, and what helps us adopt healthy habits. Ideally, we would all eat exactly what our bodies need for a healthy life. That's not always possible. What keeps us from adopting healthy habits? * [slide 5 convener slides] * What’s keeping you from accessing or acting on the information you need to lead a healthy lifestyle? * These things could be no grocery stores nearby, or lack of fresh produce, or money to buy healthy foods. Other things keeping you from that healthy lifestyle might be your own motivation, your family’s habits and attitude, your access to information, or your lack of time. * You have 15 minutes for this conversation. * When you have 10 minutes or so we will ring the chime and remind you that we’d like a sort of summary report for this round. Given what you have talked about up to that point, can you identify the 3 barriers, challenges, or things you and your tablemates named most frequently or seemed to agree on the most. * I’ll ask for your thoughts when we are back together before we move on to the next round. * The timer is set for 20 minutes. * So as a reminder, you are discussing **what are the barriers to healthy eating?** |
| 1:04 to 1:25 | **Table Discussion**   * Chime at 1:23 |
| 1:25 to 1:40 | **Harvest**  Welcome back! Did you have any luck summarizing into 3 barriers? Can we hear a couple examples?   * 1 or 2 examples… * As a reminder we are collecting all this good work from the table templates and we will share this information back with you in a couple or few weeks. * Turn over to Angie Sifuentes for cooking demonstration |
| 1:40 to 2:00 PM | **Cooking Demonstration – Angie Sifuentes** |
| 2:00 to 2:30 PM | **World Café Round 4** |
| 2:00 to 2:02 | **USDA Facilitator**   * Ok let’s move to the last conversation for the day! * We talked about what keeps us from adopting healthy behaviors and eating nutritious foods. Now let’s talk about what helps us adopt healthy habits. * [slide 6 convener slides] In a way this is summarizing what you have talked about today. We hope we have given you space, time, and resources today to think about your personal health journey and the role food plays and can plan in this. * So now give us your thoughts: **what has helped or can help you adopt healthy and nutritious eating?** For example, you might feel like if you had access to healthy recipes for quick, affordable meals, you’d be more likely to cook them. * We have allotted 15 minutes for your discussion. * I’ll ask for a few your thoughts when we are back together before we move on to the next round. * The timer for 15 minutes is up here on the screen. I’ll ring a chime with 10 minutes left to see if you can start to summarize into the table’s three top ideas. * So as a reminder, you are discussing what helps you lead a healthy lifestyle? |
| 2:02 to 2:17 | Table Discussion   * Chime at 1:17 * Chime at 1:25 |
| 2:17 to 2:30 | Harvest – Welcome back! Did you have any luck summarizing into 3 habits, ideas or resources? Can we hear a couple examples?   * 1 or 2 examples… * As a reminder we are collecting all this good work from the table templates and we will share this information back with you in a couple or few weeks. * Turn it over to Sanah Baig. |
| 2:30 to 2:40 PM | **Closing Observations**   * Sanah Baig * It’s important to mention again how their information will be used, how it will be made available to them, and how we will keep them informed of future progress. * \*Thank you list * Turn it back to Emcee. |
| 2:40 to 3:00 PM | **Survey and Final Logistics**   * We want to hear from you on how you feel the listening session today went. * You will stay at your tables, where your hosts will lead you through one more round of questions to gather your feedback. * Once we are done discussing, you will then receive a participant card from your table host. * After receiving your participant card you are invited to visit the Share Fair, share your story, talk with USDA and TAMIU staff members, or leave for the day. * Host instructions (debrief at staff table, turn in templates, participant card sign in sheets, etc.) * *Hosts use tablets and QR code to ask questions and fill out post event survey.* * *Hosts have participants sign for their gift cards.* * *Hosts distribute gift cards at the table.* |
| 3:00 PM | **Participants Exit**   * Share Fair Open * Share your Story Open |