Partnership for a Healthy Durham – Physical Activity, Nutrition and Food Access Committee (PANFA)
Location: Zoom
October 14, 2026
9am-10am

Facilitated by: Meghan Brown, Sicily Johnson, Liv Gladlin

Present: Meghan Brown, Sicily Johnson, Liv Gladlin, Tamar Carroll, Kelly Warnock, Adam Coshall, Mike Peterson, Raina Goldstein Bunnag, Kia Campbell, John Tallmadge, Tricia Smar, Jocelyn Harvey, Samad Rangoonwala, Shannon Jackson, Megan Marquis, Elim Lee, Scott Esko Brummel, Ileana Vink, Jasmine St. Denny, Harini Ilamurugu, Angel Romero, Javonna Rozario, Jacquelyn Beam Blackwell, Midori Brooks, Melodi Van't Hoff, Grace Herman, Alex Hurdle, Bernadette Greene

Meeting Goals:

- Discuss spend-down of available PANFA funds by mid-November

Key Documents:

- PANFA CHIPs
- CHIPs Strategies: https://docs.google.com/spreadsheets/d/13wW2lWNlXgkXdXZQdun4K3XlliFXsa12/edit?usp=sharing&ouid=116859952832915867546&rtpof=true&sd=true

Agenda Item	Details	Action steps and Responsible Person(s)
Welcome and check in (10 mins)	• Share name, org/affiliation, and one thing bringing you joy in the chat • Approve September meeting minutes	

Work Group breakouts (30 mins)	• Join Physical Activity (PA) or Nutrition and Food Access (NFA) breakout room
	• Choose one person to take notes and report back to full group
	
	Workgroups will discuss:
	• Surplus PANFA funds ($10,000 for PA initiatives, $7500 for NFA initiatives) must be spent down by November 13
	• Which CHIPs strategy/project do you want to devote money to on this quick timeline?
	• How would this funding be most effectively and efficiently spent?
	• Draft quick, high-level budget (line item and estimated cost)
	• Keep in mind ***ineligible* expenses**:
	  ○ Food for purposes of distribution
	  ○ Matching funds	

	○ personal expenses ○ fundraising efforts/donations ○ administrative costs ○ personnel ○ benefits ○ other overhead costs ○ purchasing of a service (i.e. annual software subscription) ○ rentals ○ any type of contract work (i.e. hiring an organization to install something) • Funds MUST be spent by November 13th, but initiatives that purchases support can extend into 2027	
Breakout report-back (15 mins)	• Share proposed use of surplus funds and open for group feedback • PA Breakout: ideas suggested, ideas chosen in bold ○ **Families and Communities Rising for PA needs list** ○ New stencils for playground project (more inclusive) ○ Six month pilot mall-walking program (access fee) ○ **Traffic calming demonstration lending library** ○ Incentives for using Healthy Mile Trails (HMT) ○ Wayfinding signage, safe driving signage (equity concern) ○ E-bike lending library ○ **Bull City Futsal** ○ Library activity kits (nature exploration activities) • NFA Breakout: ideas suggested ○ Grant-writing course for capacity building ○ Marketing materials for food resources map ○ Supporting food pantries with equipment needs	Ileana Vink: follow up with Families and Communities Rising to inquire about equipment/materials needed for physical activity programming. John Tallmadge: share quote for desired additions to traffic calming demo library. Liv Gladlin: coordinate with Meghan Brown to obtain list of items needed by Bull City Futsal Meghan Brown: follow up with smaller group interested in making final decisions about NFA funds via email.
Document decisions and action items and announcements (5 mins)	• PANFA has capacity to cover several registrations for a grant writing or grant management workshop (Grant Writing And Management Workshops | Grant Writing USA). If interested, contact Liv by **10/30** (ogladlin@dconc.gov)	

	• Committee needs at least three volunteers to support Paint the Playground stencil installation at Burton Elementary, 11/2 (rain date 11/3). Contact Meghan Brown (mebrown@dconc.gov) and Liv.
	• NFA Work Group will be cancelled on 10/20; please attend the Partnership Quarterly Meeting instead if you're able.
	• Durham County Food Security grant applications are due 10/26 at noon: https://durham.ces.ncsu.edu/durham-county-food-security/durham-county-food-security-grants/
	• Join the Everyone Eats. Durham fundraising lunch on 10/29 (suggested donation but not required): https://www.zeffy.com/en-US/ticketing/everyone-eats-durham-luncheon
	• Share your availability to participate in the Strategic Engagement for Action and Transformation (SEAT)/PANFA root causes meeting: SEAT/PANFA root causes meeting - When2meet
	• Three Duke funding opportunities are available:
	  ○ Building Healthy Communities interim grant (deadline 10/30)
	  ○ Funding Good
	  ○ MLK Humanitarian Award
	• Move-A-Bull City was a success! Thanks to partners: Bike Durham, PANFA/Partnership, Vision Zero, and many others.
	• North Carolina Department of Transportation (NCDOT) Safe Routes To School planning and programming grant program (non-infrastructure) open through 11/6: Safe Routes to School Planning & Programming Grant Program
	• Communities in Partnership is hosting a Trunk or Treat on 10/31, 6-7:30, at 107 S Driver St. Contact Midori Brooks (midori@cipoed.org) with interest in participating.
		Ileana Vink, Javonna Rozario, Tamar Ca Shannon Jackson, and Elim Lee are interested in volunteering