

**Notes from:
Community Kitchen Roundtable
Jan 12, 2012
Fresh Choice Kitchens
1150 Raymur Ave, Vancouver
10 am – 12pm**

Participants – 10 participants (number includes Fresh Choice Kitchens Staff)
-8 on-site in Vancouver
-2 teleconference participants (1 from Quesnel, 1 from Kamloops)

Roundtable Introductions

Each participant introduced themselves

Topics Arising during the Roundtable

- Group facilitation discussion
- Community Kitchen specific discussions
 - Problems with participants arriving/leaving at different times
 - # of recipes made in a community kitchen session
 - Do participants pay or not for community kitchens? Or a part of the community kitchen?
 - Is food from a community kitchen to take home or to eat onsite? If take home, where to get the appropriate containers?
- Update on Fresh Choice Kitchens' food preservation activities for 2011/2012
- Handouts on treating kitchen burns, cuts & dealing with fire? Status on the Fresh Choice Kitchen course on Kitchen First Aid and Fire Safety.

Discussion and Ideas shared in the Roundtable:

1. Group Facilitation Discussion

Fresh Choice Kitchens decided to focus on Group Facilitation in this Roundtable because during their Community Kitchen (CK) leadership workshops, participants frequently ask about facilitating groups and how to manage problems.

The group was asked what they felt was the primary responsibility of the community kitchen facilitator. Answers received included:

- to get the meal(s) made
- to ensure dishes are washed and the kitchen is clean by the end of session
- to keep the group on track
- to draw out the skills and knowledge from individuals
- to ensure the group gels/gets along
- to create a safe and respectful environment (both verbally & physically)
- to encourage people to talk.

One facilitator mentioned that an indicator to her that people felt comfortable in her CK was when participants felt comfortable to talk about personal issues with the group

- to help group come up with guidelines for the community kitchen

- it was pointed out that an important role of the facilitator was the intangibles
 - ensuring that participants connected & had conversation yet at the same time the facilitator needs to realize that s/he are not in the role of counselors and needs to be aware of her/his personal boundaries.

- the goals of the CK facilitators and the goals of CK participants are different:

- Facilitator goals include:

- meeting funders' goals

- facilitating cooking skills and nutritional skills;

- teaching how to save money when cooking on a budget;

- meeting program's budget

- Participants goals include

- social and emotional wellness

- speaking/learning English

- socializing

- learning new recipes

- when you are a CK facilitator:

- it's easy to blur boundary lines because you are side by side in the kitchen, not across a desk from each other for a short period of time

- the warning signs that your boundaries are being crossed are if you find yourself doing things like doing participant's laundry; driving them to appointments unrelated to CK, storing their furniture in your garage etc.

- ensure that you are taking care of yourself and know where your professional supports are

- a successful community kitchen is one where people want to come and where people leave feeling positive

- If you find socializing isn't occurring due to language or cultural differences inhibiting conversation, then the facilitator could try to be a translator or to be the link between the groups. Try to mix up the different cliques so that people have to intermingle and get to know one another

- the facilitator needs to have a plan and a backup plan for each CK session. Yet, at the same time, the facilitator also needs to be able to let go of these plans during the kitchen session and not be frustrated or disappointed by the unexpected.

- Facilitator needs to

- let go of expectations

- let the participants do the cooking (in order to build their capacity)

- realize that participants will have different ideas on how to do things (e.g. cutting food, dishwashing etc.)
- have everyone involved with the CK as that will be more helpful to the participants

- One suggestion was to do a survey on what skills people have (not just cooking skills) and have each participant contribute to the group with their skills

2. Community Kitchen-Specific Questions:

- a) What do you do if participants are arriving/leaving at different times (e.g. they are parents and arrive late/leave early due to their children)? The lateness is becoming a problem because it affects ending on time and the late participants don't hear the instructions for the day

Ideas:

- At the beginning of the CK, "frame the day", discuss what you hope to achieve today, and remind them of the group guidelines
- Do regular weekly reminders about the cooking session(via the phone/email)

- Help the participant with mapping out their timeframe (e.g. it takes # minutes for them to drive to the CK, # of minutes to drop off child at child care, # of minutes to settle in to the CK etc. , overall to be at the CK on time, you need to leave at # time.)

- Have a sign-in sheet for each task (e.g. each dish being made, washing dishes, cleaning up) where each participant signs up for what they want to do as they come in. Participants who are consistently late will soon realize that they are left doing the cleanup/chores no one has signed up for

- Have prizes/incentives for those who come early

- b) What do you do with participants who keep forgetting food safety/kitchen safety rules (e.g. washing hands, washing dishes)

- Have the first few sessions of the CK be instructional and go over various basics (e.g. handwashing instructions). It was noted that this only works if the same people came to the same CK. It was also noted that people often forget so reminders are still necessary.

- Have signs in the appropriate places in the kitchen. Signs should be with diagrams to help those who may not be able to read English

The following information was found after the Roundtable:

Handwashing Resources

In English:

Hand Hygiene (BC Centre for Disease Control)

<http://www.bccdc.ca/prevention/HandHygiene/default.htm>

How to Wash Your Hands (Vancouver Coastal Health)

<http://www.vch.ca/media/VCH%20How%20to%20Handwash.pdf>

In Other Languages:

Wash your Hands Poster (Multilingual sign)

<http://www.vch.ca/media/Multilingual%20Handwashing%20Poster.pdf>

Handwashing for Parents & Children (Healthlink BC - Available in English, Chinese, French, Punjabi, Spanish & Vietnamese)

<http://www.healthlinkbc.ca/healthfiles/hfile85.stm>

c) How many dishes do you make in one CK session?

-answers varied

-one made 4 recipes in one session (e.g. 1 vegetable dish; 1 meat dish; 1 side dish; 1 baked item; 8 people in CK with 2 people working per recipe)

-Some make enough food to eat together at the end of the cooking session and also take home dinner for that night

-Some make meals to just take home and may share a snack while they cook

-Some kitchens cook to just eat together at the end of the session

d) How do you get the participants you are looking for to come to the CK? (e.g. CK facilitator wants to target participants who are low income and food insecure)

-talk to nurses, social services and explain target and intent of kitchen and have them refer the appropriate clientele

-explain to the participants who don't meet the criteria, who the CK is intended for and ask them if they are below a particular income level.

e) Is it OK to have participants pay to participate in the CK or for some aspects of the CK?

Overall the answer was yes but to be flexible

-one CK charged because past experience showed that if the CK was free there was low commitment

-having a CK free is not reflective of reality and participants don't learn budgeting skills

-if CK participant is at a higher income than others, than charge more

-What CKs charge varies:

- \$2-3 per participant with each participant getting enough to take home (CK facilitator found that in over 9 years, only 3 or 4 were unable to contribute)

- \$10 per family for a CK that occurs once a month. Each family receives 3 meals to take home + baked goods (includes child minding during the CK)

-Overall consensus was that a fee for CK gave value, respect and commitment. It was important for participants to contribute and not always feel they were receiving

f) Does your CK take home or eat on site?

-some CKs just take home; some CKs do both

g) Take-home containers – Do you provide or do you ask the participants to bring containers? What do you do about the cleanliness of the containers or food safety concerns regarding using disposable containers (e.g. yogurt containers)

-Answers varied. One CK found it was not successful asking people to bring containers, so always had some on hand

-other CKs had their participants bring containers. Before each session, the participants were provided with a list of what they needed to bring

-tell people to bring containers to take food home and let them choose what they feel comfortable bringing (e.g. if they want to bring home yogurt container, let them use)

-to ensure cleanliness of take-out-containers, at the start of the CK, have one of the tasks be to wash all the brought over containers (that way, you know containers are clean and no one is singled out).

-for your CK, purchase jarred ingredients (e.g. jars of tomato sauce) and re-use those jars for take-home containers

-Extra take out containers are often available in the Fresh Choice Community Kitchen equipment room which is at 1150 Raymur. Please call first to make an apt to access the room.

h) When will Fresh Choice Kitchens offer their workshop on Kitchen First Aid and Fire Safety again?

-Fresh Choice Kitchens had to cancel their last Kitchen First Aid and Fire Safety course due to lack of enrollment. As a result, we had not planned to offer it again as we believed this indicated a lack of interest in the workshop. Roundtable participants encouraged Fresh Choice to try offering it again. If our schedule does not match your needs, fire extinguisher classes are available at Vancouver Fire and Rescue Services (<http://vancouver.ca/fire/education/extinguisher.htm>). First aid classes are available at St. John's Ambulance (<http://www.sja.ca/BCYukon/Pages/default.aspx>) or sometimes through your local school board, community centre or fire station.

i) Are there handouts on what to do in case of a kitchen fire? Handouts on managing burns or cuts?

Shona, Fresh Choice Kitchens' librarian, will search the Internet and provide a list to the group. *See next page for findings.*

Websites with information on Kitchen Safety & First Aid

These websites do not replace the advice of a doctor or taking a first aid or fire safety course.

Kitchen Fires

Kitchen Fires (Office of the Fire Marshall New Brunswick)

http://www.firecomm.gov.mb.ca/docs/kitchen_fires.pdf

(if link does not open, copy the website address above, and paste it into your web browser's address bar)

Kitchen Safety

Kitchen Safety (Burn Institute)

<http://www.burninstitute.org/fbp/factsheets/kitchen.html>

Preventing/Managing Burns

Burns First Aid (MedlinePlus – National Library of Medicine (US))

<http://www.nlm.nih.gov/medlineplus/ency/article/000030.htm>

Preventing and Treating Burns (WebMD)

<http://www.webmd.com/a-to-z-guides/wound-care-10/preventing-treating-burns?page=1>

Burns (Mayo Clinic)

<http://www.mayoclinic.com/health/first-aid-burns/FA00022>

First Aid for Burns (Burn Institute)

<http://www.burninstitute.org/fbp/factsheets/firstaid.html>

Types of Burns (Burn Institute)

<http://www.burninstitute.org/fbp/factsheets/types.html>

Burns (Healthlink BC)

<http://www.healthlinkbc.ca/kb/content/symptom/burns.html#hw109096>

Preventing Scald Burns (Burn Institute)

<http://www.burninstitute.org/fbp/factsheets/scald.html>

Managing Cuts

Cuts & Puncture Wounds (MedlinePlus – National Library of Medicine (US))

<http://www.nlm.nih.gov/medlineplus/ency/article/000043.htm>

Cuts or Lacerations (WebMD)

<http://firstaid.webmd.com/cuts-or-lacerations-treatment>

Cuts (Healthlink BC)

<http://www.healthlinkbc.ca/kb/content/symptom/cuts.html#hw86503>

Cuts and Scrapes (Mayo Clinic)

<http://www.mayoclinic.com/health/first-aid-cuts/FA00042>

Using a Fire Extinguisher

How to use a Fire Extinguisher (US Occupational Health and Safety Administration – OSHA)

http://www.osha.gov/SLTC/etools/evacuation/portable_use.html

Fire Extinguishers (Fire Prevention Canada)

<http://www.fiprecan.ca/?section=2&show=fireExtinguishers>

Fire Extinguishers (Vancouver Fire & Rescue Services)

<http://vancouver.ca/fire/safety/extinguishers.htm>

Other info

WorkSafe BC – Kitchen Series Posters

http://www.worksafebc.com/publications/health_and_safety/posters/default.asp#kitchen

St. John’s Ambulance and First Aid

Posters

<http://www.sja.ca/BCYukon/Publications/Pages/default.aspx>