Department of Public Health and Human Services
Policy on Nutrition Guidelines for DPHHS Meetings, Trainings and Conferences

OBJECTIVE:
The Department of Public Health and Human Services (DPHHS) encourages programs, divisions and facilities within the Department to follow healthy nutrition standards for food and beverages provided at DPHHS meetings, trainings and/or conferences. The Department recognizes the importance of providing healthful food and beverages to employees and Montanans who are impacted by Department services and programs.

POLICY:
Whenever feasible, use of healthy food and beverages is encouraged through programs and functions within the Department’s jurisdiction. DPHHS facilities and programs should adhere to these nutrition guidelines for food and beverages provided at Department meetings, trainings/conferences, and Department sponsored events.

Current recommendations for sodium, fat, trans-fats and sugar** (reference the source at bottom).

For a phased-in implementation, the higher priority items would be implemented first.

Higher Priority
- Offer reduced-fat and nutrient dense foods such as fruit, vegetables, whole grains, low-fat or nonfat dairy and lean protein.
- For any meetings, trainings or conferences when food is served for a meal or snack, include fruit or vegetables.
- When food labels are available from caterers or meeting facilities, request and offer foods with < 200 milligrams of sodium for a non-entrée (soup, salad, appetizers, break food, desserts, etc.) or < 480 milligrams for an entrée (main course).* If serving crackers, soups or canned vegetables, request and offer reduced-sodium options.
• For entrees and side dishes served at trainings or conferences, choose baked, grilled and broiled options (without heavy cream or cheese sauces) instead of fried or breaded.
• Use reduced-fat versions of condiments (e.g., salad dressings, mayonnaise, cream cheese, sour cream, dips). Offer condiments on the side.
• For beverage options, serve 100% fruit juice, skim milk or water. If serving iced tea or coffee, also include juice or water as an option.
• For mid-afternoon meetings, consider serving only beverages.

Medium Priority
• Offer foods with 0 grams trans fat per serving.
• Reduce the portion size of higher calorie foods (e.g., offer mini-, halved or quartered muffins, bagels or cookies). Instead of croissants and danishes, serve reduced-fat muffins or bagels (halved or quartered) with reduced-fat cream cheese (on the side). Offer whole wheat bagels, if available.
• For those on carbohydrate-restricted diets, consider also offering a lean protein source such as low-fat yogurt, reduced-fat peanut butter or lean meat during breaks or meals.
• Include a vegetarian option for meals.

*Institute of Medicine (IOM) sodium recommendation
*Department of Health and Human Services/GSA Healthy and Sustainable Food Guidelines
**New York City Standards for Food Vending Machines