

Goal: *A well-written goal is specific and stated in clear, measurable terms.*



By April 30, add a new menu item each month based on feedback at resident food meeting.

	Action Steps <i>What will be done?</i>	Responsible Parties <i>Who will do it?</i>	Needed Resources <i>(Funding/Materials)</i>	Date <i>By when?</i>
1	Hold food service committee meeting monthly.	ED/LEC/Chef/Asst. Chef	Meeting space	4/20/2018
2	Gather resident preferences / suggestions in food committee meeting.	ED/LEC/Chef/Asst. Chef	Meeting space	4/20/2018
3	Determine monthly choice to be added to alternate menu based on feedback from food committee meeting.	Chef/Asst. Chef	N/A	4/25/2018
4	Incorporate resident inspired alternates on company approved menu.	Chef/Asst. Chef	N/A	4/30/2018
5	Implement food service comment card program.	ED/Chef	Comment cards on tables and at suggestion box.	4/30/2018