



**Sustainable Food Policy Board  
Executive Committee  
APPROVED**



**SEPTEMBER MEETING MINUTES  
Monday, SEPTEMBER 20, 2010**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, September 20, 2010 at City Hall–Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

Chair Marla Camp called the meeting to order at 12:41pm.

**Committee Members in Attendance:**

Allison Beadle, Food Production & Business Subcommittee Chair (Absent)  
Marla Camp, Sustainable Food Policy Board – Vice Chair  
Arthur D’Andrea, Access & Wellness Committee Chair  
Paula McDermott, Sustainable Food Policy Board - Chair

**Staff in Attendance:**

Vince Cobalis, HHSD  
Stephnie Connell, HHSD  
Edna Staniszewski, HHSD  
David Salazar, Travis County HHSD  
Juanita Jackson, Travis County HHSD

**1. CITIZENS COMMUNICATION:**

None.

**2. REVIEW AND APPROVE MINUTES OF JULY 19, 2010:**

Due to a change of members the June 21, 2010 meeting minutes could not be approved. To be moved to full board meeting.

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

**A. Discuss and Finalize Annual Report Plans by Arthur D’Andrea and Paula McDermott**

Outline of the annual report to be presented in power point to the Travis County Commissioners Court and sending it out to the stakeholders as a draft. No action taken.

**B. Discuss a motion for the Sustainable Food Policy Board to recommend a local procurement policy for City/County venues – update by Marla Camp.**

Waiting on presentation from the county, did get an update on the green purchasing plan that Aiden Cohen is no longer in the position and a new person has taken over. We might bring this up with the new person. No action taken.

**C. Update on Standing Committee appointments and reports by Arthur D’Andrea and Paula McDermott. -A**

Update of appointments: Arthur D’Andrea now chair for Access and Wellness committee and Allison Beadle will remain chair for Food Production and Business committee.  
Arthur D’Andrea gave an update of report plans and how the board would want to evaluate organizations for endorsement or going through the citizens communications group. No action taken.

**D. Update on the Presentation to the Travis County Commissioners Court by Marla Camp.**

Board Chair, Paula McDermott and Board vice-chair, Marla Camp gave a presentation to the commissioners and it went well. The power point did get sent to everyone to view. No action taken.

**E. Update on Communications Work Group report by Brandi Clark Burton**

Annual report can be released to the stakeholders as a draft. Still in process of updating Stakeholder list but will send announcements and reminders of upcoming meetings and include the website to the City of Austin and Travis County. No action taken.

**F. Update on Composting Work Group report by Melanie McAfee or Dick Pierce**

Chair Member, Paula McDermott gave update for Dick Pierce that they met with stakeholders in community and solid waste once but haven't had an opportunity to meet again. Although a presentation was made by an intern and that will be available and they would like to continue to the work group. No action taken.

**G. Formulate a protocol for endorsing land use for private and/or non-profit organizations – by Arthur D'Andrea and Paula McDermott**

Should have read endorsing private and/or non-profit organizations – how citizens communication can go through board process or coming here directly and be placed on agenda by going to the executive committee or standing committees. David to check if county has a protocol for endorsements.

**H. Discuss work retreat format and committee priorities for 2011 by Paula McDermott.**

Reviewed the format from each committee with challenges/priorities/initiatives for the work session.

**4. DISCUSS AND TAKE APPROPRIATE ACTION ON FUTURE SFPB AGENDA ITEMS**

- A. Format and Content of Work Plan Portion – September 27, 2010 meeting
- B. Urban Roots Survey Presentation – September 27, 2010 meeting
- C. Hot Foods Update – September 27, 2010 meeting  
A presentation from Suzanne Santos will be examining farmers market and working on a definition to present at the TFER meeting coming up and an update on municipalities on how they are doing their farmers market and succeeding.
- D. Letter of Support for Capital Area Food Bank and Sustainable Food Center USDA Hunger Free Communities Grant – September 27, 2010
- E. To have all minutes from SFPB and subcommittee minutes at Full Board Meeting – September 27, 2010
- F. Meeting with the Sustainable Policy Officer meeting – September 27, 2010
- G. Colorado River Corridor Project, memo from people working on it. – October
- H. Update for FTE position from City - October
- I. Update on availability for land agriculture – October
- J. Change Marla Camp – Co Chair on website to Vice Chair

**ADJOURNMENT:** The meeting was adjourned at 2:16pm.