



APPROVED
Sustainable Food Policy Board
Executive Committee

NOVEMBER MEETING MINUTES
Monday, November 15, 2010

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, November 15, 2010 at City Hall–Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

Chair Paula McDermott called the meeting to order at 12:37pm.

Committee Members in Attendance:

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

Staff in Attendance:

Vince Cobalis, HHSD
Stephnie Connell, HHSD
Sherry Fleming, Travis Co. HHS
Joyce Ikkanda, HHSD
Edna Staniszewski, HHSD

1. CITIZENS COMMUNICATION:

None.

2. REVIEW AND APPROVE MINUTES OF OCTOBER 18, 2010

Member Allison Beadle made motion to approve minutes. Member Arthur D’Andrea seconded the motion. Member Marla Camp abstained. 3-0 vote.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Item 4b was moved to discuss first.

B. Report from Food Production and Business standing committee by Paula McDermott

No quorum at meeting.

C. Report from Food Access and Wellness standing committee by Arthur D’Andrea

Farmer and Hunger Relief Roundtable, the agency will have a meeting at the end of February. Discussion on Food Deserts moving fresh produce into stores, ongoing coordination with the City of Houston with their pilot program. No action taken.

D. Report from Communication Work Group on stakeholder outreach and draft work plan priorities and timeline by Marla Camp

Report unavailable at this time will move to next meeting. No action taken.

E. Water utility ordinance and sustainable urban agriculture ordinance – timeline and input on job description by Paula McDermott

Urban agriculture ordinance is being passed on to the interim D’Anne Williams since Margaret Russell leaving. The hope is to have the ordinance approved by council in December or January, after approved by council, then FTE might be posted.

City staff to follow up with FTE position and input of job description moved to Monday's SFPB meeting.

Water utility ordinance – tap fee waivers for community gardens information given. Board will ask information on urban farms from Rusty Coburn for next SFPB meeting.

F. Create SFPB Work Plan Brief that can be used as talking points

A brief work plan of priorities from each standing committee to be sent to the communication work group, to be synthesized into the matrix for Monday's SFPB meeting. No action taken.

G. Meeting dates for December and 2011

Meeting for December 20th executive meeting will be cancelled and the SFPB board meeting will be moved from the December 27th to take place on the December 20th instead. Dates to be discussed in SFPB meeting on Monday. Chairs to send all agenda items in timely manner due to date changes. No action taken.

H. Timely distribution of notes on action items from all committees

Chairs to send out brief notes on action items to be completed. No action taken.

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

A. Follow-up on composting research by Katie Mulholland, SFPB annual report, endorsement policy

A letter of recommendation to City Council to implement a comprehensive city-wide Food Waste and Composting program based on research. Member Marla Camp made motion for letter of recommendation with a second motion from Member Arthur D'andrea. Vote 4-0. The letter to be presented to board on Monday's meeting for full approval.

B. City/County deadlines – County Board Re-appointments, Imagine Austin, Solid Waste Plan

County Board Re-appointments: As per Sherry Fleming, terms are expiring and the recommendation is to submit a letter to the person who appointed the member and the letter can contain highlights of the accomplishments of the board or personally. A letter would need to be submitted to the Travis County office or to the person who appointed the member if the member wishes not to continue when term ends so a new member can be appointed.

Deadlines for Solid Waste Plan: being followed by Dick Pierce and Melanie McAfee will be moved to next meeting.

Imagine Austin: for city staff to follow up with more information for Monday's meeting (meeting in a box).

C. Timely events and research announcements related to board's work

Moved to next month's meeting.

D. Additional items to consider for future meetings – database of local food retailers, coordination with state policies

Moved to next month's meeting

ADJOURNMENT: The meeting was adjourned at 2:02pm.