



**Sustainable Food Policy Board
APPROVED**

**FEBRUARY MEETING MINUTES
Monday, February 28, 2011**

The Sustainable Food Policy Board (SFPB) convened on Monday, February 28, 2011 at Boards and Commissions Room, 301 W. Second Street, Austin, Texas

Chair Paula McDermott called the meeting to order at 12:38pm.

Board Members in Attendance:

Allison Beadle	Arthur D'Andrea	Paula McDermott – Chair
Marla Camp, Vice-Chair	Paige Hill	Ronda Rutledge
Brandi Clark Burton	Melanie McAfee	Ellen Sweets

Absent Board Members:

4 vacancies

Staff in Attendance:

Stephnie Connell, HHSD	Juanita Jackson, TCHHS
Sherri Fleming, TCHHS	Edna Staniszewski, HHSD

CALL TO ORDER

1. CITIZEN COMMUNICATION

Max Elliott – Farewell
Sasha Earl – Grey waters

2. APPROVAL OF MINUTES

SUSTAINABLE FOOD POLICY BOARD MINUTES

Member Ronda Rutledge made motion to accept October 25, 2010 Minutes. Member Arthur D'Andrea seconded the motion. Member Paige Hill abstained as the new board member.
Vote of 8-0.

Member Allison Beadle made motion to accept November 22, 2010 Minutes. Member Marla Camp seconded the motion. Members Brandi Clark Burton, Paige Hill, and Melanie McAfee abstained due to absence at November's meeting. Vote of 6-0.

Member Marla Camp made motion to accept January 24, 2011 Minutes. Member Allison Beadle seconded the motion. Members Ronda Rutledge and Paige Hill abstained due to absence at January's meeting. Vote of 7-0.

ACCESS & WELLNESS COMMITTEE

Minutes moved to March 2011 meeting.

FOOD PRODUCTION & BUSINESS COMMITTEE

Member Allison Beadle made motion to accept May 11, 2010 Minutes. Member Marla Camp seconded the motion. Members Ronda Rutledge, Paula McDermott, and Paige Hill abstained due to absence at May's meeting. Vote of 6-0.

Member Allison Beadle made motion to accept February 14, 2011 Minutes. Member Marla Camp seconded the motion. Members Paige Hill abstained as a new board member. Vote of 8-0.

3. DISCUSSION AND POSSIBLE ACTION

A. Changes in board composition due to expiration of terms of initial Travis County appointees.

Sherri Fleming, Travis County Health and Human Services Dept, introduced the new board member, Paige Hill who was appointed by Commissioner Sarah Eckhardt. Members Katie Kramer and Michele Murphy-Smith are on the March 1, 2011 Travis County Council agenda to be reappointed. The commissioners are reviewing applications and resumes to fill the two vacancies left. No action taken.

(Item C moved before Item B)

B. Update on city ordinances 20110210-017, 20110210- 018, and 20110210-019 passed by Austin City Council on February 10, 2011 and relating to Sustainable Urban Agriculture (by D'Anne Williams of Parks and Recreation Dept. – by written communication)

- **copies of ordinances and when they went into effect**
- **interim points of contact for help with community gardens**
- **urban farms and water fees and waivers**
- **posting of 1.5 FTE positions and timeline for hiring**

Review of ordinances by the Board. Listings of contacts are as follows:

D'Anne Williams for the Community Gardens and job posting
Beverly Mendez for concessionaire
and Darrel Culberson for water utility

The Conservation Program Coordinator position is posted in the city website for 2 weeks starting today. No action taken.

C. Recommendation to council to waive certain fees for mobile food vending permits at farmers markets (including those for egg vendors) and for special event temporary food establishment permit fees for educational cooking demos at farmers markets (by Allison Beadle)

Members Ronda Rutledge and Paige Hill recused themselves from Item 3C. Member Allison Beadle read the letter to everyone. Board made motion to accept letter and submit to Council. Vote of 7-0.

Member Allison Beadle left meeting at 1:22pm.

D. Update on Sustainable Food Policy Board listserv (by Brandi Clark Burton)

Member Brandi Clark Burton is communicating with the Public Information Officer to develop or integrate announcements in the city website. Member Brandi Clark Burton made motion to follow through with the PIO, Doug Matthews. Member Arthur D'Andrea seconded the motion. Vote of 8-0.

E. Guidelines for formation and structure of Working Groups (by Paula McDermott)

- naming/establishing working groups
- timelines
- disseminating information
- involving experts
- keeping process open and clearly defined
- board member participation
- liaisons

The Board discussed keeping the executive committee members the same. Member Arthur D'Andrea made motion to accept Chair Paula McDermott guidelines in which the board can work off for now and formalized guidelines presented at the March 2011 meeting. Member Marla Camp seconded the motion. Vote 8-0.

F. Presentation of Supplemental Nutrition Assistance Program (SNAP) participation data for Travis County (by Arthur D'Andrea)

Member Arthur D'Andrea presented on how the Travis County has 47% of SNAP participants versus San Antonio has 70-80% participants which is about \$152 million not circulating in the Travis County economy. No action taken.

G. Formation of initial Sustainable Food Policy Board Working Groups to initiate work in March 2011 (by Executive Committee members)

The matrix and work priorities to be moved to the executive committee then presented to board on March 2011 meeting. The board might have all 13 board members by then.

Member Marla Camp left meeting at 2:00pm.

H. Confirm meeting dates for 2011.

Member Ellen Sweets made motion to accept the 2011 dates for the full board meetings. Member Arthur D'Andrea seconded motion. Vote 7-0.

Member Arthur D'Andrea made motion to accept 2011 dates for the executive standing committee. Member Ronda Rutledge seconded motion. Vote 7-0.

4. ANNOUNCEMENTS - EVENTS AND RESEARCH RELATED TO BOARD CHARGES AND WORK PLAN

Imagine Austin Meeting on March 10, 2011 - Member Ellen Sweets is unable to attend and would like a member to attend. Member Paige Hill mentioned she was planning to attend.

5. DISCUSS AND TAKE ACTION ON FUTURE AGENDA ITEMS

STAR index-related NEMS collaboration

Member Ellen Sweets had to leave so Chair Paula McDermott requested for items to be forwarded to her.

ADJOURNMENT

Meeting adjourned at 2:09p.m.