



**Sustainable Food Policy Board  
Executive Committee  
APPROVED**

**MARCH MEETING MINUTES  
Monday, March 21, 2011**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, March 21, 2011 at City Hall–Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

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

**Committee Members in Attendance:**

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

**Staff in Attendance:**

Stephnie Connell, COA HHSD  
Marc Coudert, COA Environmental Program Coordinator  
Juanita Jackson, Travis County HHSD  
Edna Staniszewski, COA HHSD

**1. CITIZEN COMMUNICATIONS**

None.

**2. REVIEW AND APPROVE MINUTES OF FEBRUARY 22, 2011 MEETING.**

Member Arthur D’Andrea made a motion to accept minutes. Member Allison Beadle seconded the motion. Vote 3-0

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

**A. Austin Climate Protection Program – Community Climate Action Plan Food Chair (by Marc Coudert, COA Environmental Program Coordinator)**

Discussion on climate change and adaptation, green house emissions, food deserts, planning, and ecological issues related to food. There will be a meeting on Friday, March 25<sup>th</sup> at 4pm in the Boards and Commissions room. The committee will send a representative to the meeting. No action taken.

(Item C moved before Item B)

**B. Update on letter to City Council regarding farmers market permitting issues (by Paula McDermott)**

The PHHS council will be meeting tomorrow (March 22, 2011) and the Chair Paula McDermott will be present to answer any questions. No action taken.

**C. Update on county appointments to SFPB (by Sherri Fleming)**

Juanita Jackson, from Travis County Health Department, announced the reappointments of Michele Murphy-Smith and Katie Kramer as of March 1, 2011. Also appointed is a new member Erin Flynn as of March 8, 2011. There is one vacant slot left and the commissioners are reviewing applications and resumes to fill the vacancy.

**D. Existing work group reports:**

- **Imagine Austin**

Members Michele Murphy-Smith, Ellen Sweets and David Davenport are working on this item. Item moved to April 2011 meeting. No action taken.

- **Communication and strategic alliances - SFPB annual report, listserv/newsletter via city website, potential collaboration with city public information office**

Committee discussed the notes given by the Communication and Strategic Alliances group. The group is trying to get information set up into the website for public viewing with Public Information Officer, Doug Matthews. Discussion on the annual report will be moved to the full board then present final report in April 2011 meeting. No action taken.

**E. Synthesis of process for establishing work groups, structure, information dissemination, and naming of priority working groups with descriptions.**

Committee discussed setting up 4-6 working groups to start with.

Before the board meeting, committee members to submit specific work groups and definitions then present to full board to take action. No action taken.

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

- **STAR Community Index**

Dylan Siegler will give a presentation to the board at the April 25, 2011 meeting on the STAR Community Index and the goals relevant to Food Access and Nutrition as well as Food Systems. The City of Austin was selected as one of ten beta cities to participate in this new national sustainability rating system. Dylan is working with CSO, Lucia Athens to coordinate data collection. No action taken.

- **State Legislative Update - Bills Related to Food Policy**

Rob Borowski, from the Texas Food Policy Roundtable and Texas Impact, will be giving an update to the board on state bills related to sustainable food policy at the March 28, 2011 meeting. No action taken.

**G. Additional items to consider for future meetings – set December meeting dates**

Propose to the board to have the Executive meeting on the December 12, 2011 and the full board meeting on the December 19, 2011. No action taken.

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

Discuss agenda items for future meetings

- A. Agenda ideas for April 25<sup>th</sup> meeting – STAR index presentation (Dylan Siegler)
- B. Annual report in April of each year
- C. Approve changes in the calendar dates for December
- D. Update on County appointees
- E. Update on Recommendation letter
- F. Update on Austin Climate Protection Program
- G. Establishing Working groups

**ADJOURNMENT**

Meeting adjourned at 1:58p.m.