



**Sustainable Food Policy Board
APPROVED**

**APRIL MEETING MINUTES
Monday, April 25, 2011**

The Sustainable Food Policy Board (SFPB) convened on Monday, April 25, 2011, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Chair Paula McDermott called the meeting to order at 12:43pm.

Board Members in Attendance:

Brandi Clark Burton	Paige Hill	Michele Murphy-Smith
Erin Flynn	Melanie McAfee	Ronda Rutledge
Katie Kraemer	Paula McDermott – Chair	Ellen Sweets

Absent Board Members:

Allison Beadle	Arthur D’Andrea
Marla Camp, Vice-Chair	One vacancy

Staff in Attendance:

Lucia Athens, Sustainability Office	Bob Gedert, Solid Waste Director	Edna Staniszewski, HHSD
Stephnie Connell, HHSD	Dylan Sieglar	

CALL TO ORDER

A. CITIZEN COMMUNICATION

Shirene Garcia – Announced that the Food Assessment report has been completed. She also gave a brief introduction. Travis County will be meeting tomorrow to appoint her as the 13th member of the SFPB.

B. APPROVAL OF MINUTES OF MARCH 28, 2011.

Michele Murphy-Smith made a motion to accept minutes with the corrections to the descriptions of the working groups. Paige Hill seconded the motion. Vote 7-0.

(Members Brandi and Katie joined the meeting 1:52pm)

C. PRESENTATION ON STAR COMMUNITY INDEX (DYLAN SIEGLER – CLIMATE PROTECTION COORDINATOR, AUSTIN CLIMATE PROTECTION PROJECT)

Dylan Sieglar, Climate Protection Coordinator, gave an update of the Star Community Index Program.

D. UPDATE ON SUSTAINABLE FOOD POLICY RELATED STATE LEGISLATIVE INITIATIVES (JUDITH MCGEARY – FARM AND RANCH FREEDOM ALLIANCE)

Judith McGeary gave an update on Sustainable Food Policy related State Legislative Initiatives. She updated the board on the following bills:

- HB 2995 • HB 2998 • HB 75 (SB 237)
- HB 2996 • HB 3387 • HB 1139
- HB 2997 • HB 2084 • Appropriations writer on a Farm to School Position with the Agricultural Dept that they are following closely

Sites to go visit for more details:

<http://txfoodpolicy.org/> - for bills listed, click under Bill Tracker

<http://www.capitol.state.tx.us/> - click under Legislature then look up bill by HB #

E. DISCUSSION AND POSSIBLE ACTION

1. Staff Briefing on Solid Waste Services Master Plan (Bob Gedert)

Bob Gedert, Director of Solid Waste Services, gave an update of the Zero-Waste Program. In the master plan there is a chapter on organic and composting in which he will be using some of the material the board has submitted. When draft finalized, he would like to present to the board to review.

Member Paige made a motion to add a Composting Working Group and the group will further define its purpose. Member Ellen seconded the motion. Vote 9-0. The group will include Members Paige, Melanie, and Brandi to start.

2. SFPB Web Presence on COA Sustainability Site and Email List (Paula McDermott)

The board reviewed the website and the website content. Member Brandi made motion to accept website content with the revision made to Imagine Austin. Member Paige seconded the motion. Vote 9-0. Any future content or revisions will be taken to the board for approval.

3. Farmers Market Permitting Ordinance Approved by Austin City Council – April 7, 2011 (Paula McDermott)

Member Ronda recused herself from this item. Chair Paula gave a brief update of the Ordinance that passed. No action taken.

**4. Sustainable Food Policy Board Annual Reports (Marla Camp and Allison Beadle)
Review Board Membership History and Expertise – Brief Bio to Marla Camp
(Paula McDermott)**

Annual Report moved to May 23rd meeting. After reviewing the expertise list of each board member, updates and short bio of each member are to be submitted to Edna Staniszewski (COA staff admin) and copied to Members Marla and Allison for their annual report. No action taken.

5. Working Groups Updates

i. Conflict of Interest Question (Stephnie Connell)

Stephnie gave a definition from the law department regarding conflict of interest.

ii. Initial Working Groups:

- Imagine Austin (Michele Murphy-Smith) – went to her first meeting but the next month's meeting has been cancelled. Member Michele is still reaching out to recruit for the working group.
- Supplemental Nutrition Assistance Program (SNAP) Participation (Arthur D'Andrea) – No report at this time.
- Urban Farming Best Practices (Allison Beadle) – No report at this time.
- Community Garden Best Practices (Allison Beadle) – No report at this time.
- Farmers Market Permitting Fees (Paula McDermott) – No report at this time.

iii. Additional Proposed Groups

Due to time constraint, item moved to May 2011 meeting. No action taken.

6. Discuss and take action on the addition of a third liaison, Brandi Clark Burton, to the Executive Committee through July 2011. (Paula McDermott)

Announcement was made about Member Brandi being added to the Executive Committee until July 2011. No action taken.

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

1. National Food Policy conference – Portland

Chair Paula will be attending this conference in May 2011.

2. Food Policy Roundtable

No discussion due to time constraint.

3. Community Meeting with USDA Director of Faith-based and Neighborhood Partnerships

No discussion due to time constraint.

4. Additional Announcements

The Executive committee will need to end at 2:00pm for next month's meeting due to room scheduling conflict.

G. DISCUSS AND TAKE ACTION ON FUTURE AGENDA ITEMS

1. Review and set agenda for May 23, 2011 meeting
 - i. Green Barter Project (Daniela Ochoa)
 - ii. Update on Proposed FY 2011-12 Budget (Kerri Lang, Health and Human Services Department)

H. ADJOURNMENT

Meeting adjourned at 2:30pm