



**Sustainable Food Policy Board
Executive Committee
APPROVED**

**APRIL MEETING MINUTES
Monday, April 18, 2011**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, April 18, 2011 at City Hall–Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

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

Committee Members in Attendance:

Allison Beadle, Food Production & Business Committee Chair
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:

Stephnie Connell, COA HHSD
Chris Florance, COA PIO
Juanita Jackson, Travis County HHSD
Edna Staniszewski, COA HHSD
Vince Cobalis, COA HHSD

1. CITIZEN COMMUNICATIONS

None.

2. REVIEW AND APPROVE MINUTES OF MARCH 21, 2011 MEETING.

Member Arthur D’Andrea made motion to accept minutes with amended items on the Star Community Index description and on the Food Policy description. Member Marla Camp seconded the motion. Vote 4-0.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Update on support from COA Public Information Office (Christopher Florance)

- 1. Email list and content**
- 2. Web presence and content**

Chris Florance gave an update of the newsletter launching for the Sustainable Food Policy Board. So far there are 50 people signed up as of last week to receive the newsletter. Items okay to upload are: events, newsletter, links, related sustainability information.

Member Arthur D’Andrea made motion for Chair Paula McDermott to prepare content for the website. Member Marla Camp seconded the motion. Vote 4-0. Item to be presented to the board on Monday’s meeting, April 25, 2011. When content approved, it will be sent to Stephnie Connell and then forwarded to Chris Florance.

B. SFPB Bylaws Approved – Executive Committee Liaisons

Bylaws now approved so the third liaison can join the Executive Committee which will be Brandi Clark Burton. Chair Paula will make the announcement at the meeting on April 25, 2011. No action taken.

C. Annual Report update (Marla Camp)

Report moved to next meeting in May 2011. Chair Paula will announce at meeting to have all board members send their expertise and bios for the report. No action taken.

D. Reports from newly established working groups by liaisons (Arthur D'Andrea and Allison Beadle)

1. Supplemental Nutrition Assistance Program (SNAP) Participation

Member Arthur gave brief update.

2. Imagine Austin

Chair Paula mentioned that the group has made flyers to invite people to join the group and so far one meeting has taken place.

3. Urban Farming Best Practices

Member Allison has reached out to a few people for involvement. No meeting has taken place yet.

4. Community Gardens Best Practices

Discussion on who can be given a reach out.

5. Farmers Market Permitting Fees

Chair Paula mentioned no items done at this time but has had contact from people who might be interested.

No action taken on above items.

(Item 4A moved before 3E)

E. Review proposed working group list for priorities and omissions:

1. STAR index Program – led by Paige Hill
2. Universal Food Breakfasts – led by Arthur D'Andrea
3. Food Deserts – led by Arthur D'Andrea
4. Healthy Local Food at City/County Venues – led by Ronda Rutledge
5. Food Waste and Composting Programs – led by Marla Camp
6. Buy Local Food Campaign – led by Marla Camp
7. Strategic Alliances – led by Erin Flynn
8. Food, Waste, and Global Warming – led by Melanie McAfee
9. Water – led by Katie Kramer

Items moved to next meeting. No action taken.

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

A. Review and set agenda for April 25, 2011 meeting

1. STAR Community Index Presentation (Dylan Siegler – Climate Protection Coordinator, Austin Climate Protection Project)
2. Sustainable Food Policy Related State Legislative Update (Judith McGeary – Farm and Ranch Freedom Alliance)
3. Staff Briefing on Solid Waste Services Master Plan (Bob Gedert)

(Member Allison left meeting at 1:32pm)

4. Farmers Market Permitting Ordinances passed by Austin City Council on April 7, 2011 (Paula McDermott)
5. SFPB Bylaws approved
6. List of expertise and bios of board members
7. Working groups
8. Conflict of interest in working groups
9. Update on PARD position status

B. May 23rd Agenda Items

- Green Barter Project (Daniela Ochoa)
- Proposed FY 2012 Budget (Kymberley Maddox, HHSD)

5. Timely events and Research related to board's purpose

No items at this time.

ADJOURNMENT

Meeting adjourned at 1:45pm