



**Sustainable Food Policy Board  
Executive Committee  
APPROVED**

**SEPTEMBER MEETING MINUTES  
Monday, SEPTEMBER 19, 2011**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, September 19, 2011 at City Hall–Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

Chair Paula McDermott called the meeting to order at 12:44pm.

**Committee Members in Attendance:**

Marla Camp, SFPB -Vice Chair  
Arthur D’Andrea, Liaison - (ABSENT)  
Erin Flynn, Liaison - (ABSENT)

Paula McDermott, SFPB – Chair  
Katherine Nicely, Liaison

**Staff in Attendance:**

Stephnie Connell, HHSD  
Juanita Jackson, TCHHS

Edna Staniszewski, COA HHSD  
Jake Stewart, PARD

**1. CITIZEN COMMUNICATIONS**

None

**2. REVIEW AND APPROVE MINUTES OF AUGUST 15, 2011 MEETING.**

Vice-Chair Marla Camp made motion to approve the August 15, 2011 minutes. Chair Katherine Nicely seconded the motion. Motion Passed with vote of 3-0-0

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

**A. Sustainable Food Policy Board Annual Report – Final Draft (Marla Camp)**

Draft was presented at the Executive Committee. Feedback and edits were given. A final draft will be presented at the next full board meeting.

**B. Community Input Meeting October 23, 2011 (Working Group Representative)**

The Planning Committee has met two times. Community Input Meeting will be held at 5604 Manor Road. The committee discussed ideas for the Community Input Meeting. Some of the ideas were to have a Food Fair, Survey and Food Chat to solicit input from the community to utilize during SFPB strategic planning. Community Input Meeting will be in lieu of the regular Board meeting on October 24, 2011.

**C. Food Day Proclamation and Activities (Marla Camp)**

Marla sent a draft of the Proclamation to Andy. The finalization of the wording for the Food Day Proclamation and Activities will be presented at the Monday, September 26, 2011 Board Meeting. The committee is also looking into having the Proclamation presented to Travis County.

**D. Food Security Reports and Supplemental Nutrition Assistance Program (SNAP) Participation Information (Paula McDermott)**

A new working group is forming under leadership of Kathy Golson.

E. Review Current Working Group Progress:

- **Strategic Alliances and Communications** – Working Group Guidelines and Board Process Help (Erin Flynn)  
No discussion on this working group.
- **Imagine Austin** (Michele Murphy-Smith)  
Working group is reviewing priorities. Michele will be presenting their information on the September 26 Board meeting.
- **Supplemental Nutrition Assistance Program (SNAP) Participation** (Arthur D’Andrea)  
No information at this time.
- **Water** (Katie Kraemer)  
Group is meeting this week and Katie will have an update for the September 26 Board meeting
- **Urban Farming Best Practices** (Marla Camp and Paula McDermott)  
Marla will be giving an update at the Sept 26, 2011 meeting.
- **Composting** (Paige Hill and Melanie McAfee)  
No discussion on this working group.
- **Healthy, Local, Sustainable Food at City/County Venues** – (Ronda Rutledge)  
This group will also discuss procurement. Ronda may need someone else to head this working group.
- **Food Surplus and Salvage** (Marla Camp)  
Kathy Golson will be responsible for Food Surplus and Salvage

The committee discussed how working groups should report to the Board. A general statement of reports from Working Groups was presented so only reports of those who had submitted information may be discussed instead of going through all working groups at each meeting. There was also discussion on those groups who do not report any information in a timely manner may then be dissolved. The committee reviewed the working group guidelines and will give to the full board to review to clarify the structure and purpose of the working group. No action taken on any above items.

F. Proposed Working Groups:

- i) Food Procurement Policies (Paula McDermott)  
No need for this additional group as it is similar to: Healthy, Local, Sustainable Food at City/County
- ii) Economic Assessment (Paula McDermott)

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

- A. Farm and Ranch Freedom Alliance (FARFA) Conference – 9/12/11  
The conference was good with good speakers. We learned that we cannot eradicate poverty or end hunger with cheap food.
- B. Blanton/Capital Area Food Bank (CAFB) Screening and Panel – Hungry in America - 9/15/11

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

Designated agenda items for September 26, 2011 SFPB meeting.

- I. Imagine Austin Comprehensive Plan Draft (Paul Diguseppe, Planning & Development Review Department) – Review Priorities and give feedback.
- II. Introduction by new HHSD Director (Carlos Rivera)
- III. Food Day 2011 - October 24<sup>th</sup> – Proclamation (City and County) and Activities (Marla Camp)
- IV. Travis County Overview and Bond Package Information (Sherri Fleming)
- V. Community Gardens Update (Sari Albornoz)
- VI. Sustainable Urban Agriculture Update (Jake Stewart)
- VII. Food Security Reports and SNAP Participation Information (Celia Cole, Center for Public Policy Priorities)
- H. Approve Food Day Proclamation
- I. Review Working Group Guideline
- J. Community Input Meeting – October 23, 2011
- K. Approve Annual Report

Agenda items for Future Meetings:

- A. Report on the Draft (unapproved) Travis County FY 2012 Budget
- B. Organize strategic planning session for November 28, 2011

**ADJOURNMENT**

Meeting adjourned at 2:05 PM