



**Sustainable Food Policy Board
Executive Committee
APPROVED**

**NOVEMBER MEETING MINUTES
Monday, November 21, 2011**

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

Chair Paula McDermott called the meeting to order at 12:42pm.

Committee Members in Attendance:

Erin Flynn, Liaison
Paula McDermott, SFPB Chair
Michele Murphy-Smith, Liaison

Katherine Nicely, Liaison
Ronda Rutledge, SFPB Vice Chair

Staff in Attendance:

Stephnie Connell, HHSD
Edna Staniszewski, COA HHSD

Jake Stewart, PARD

1. CITIZEN COMMUNICATIONS

None

2. REVIEW AND APPROVE MINUTES OF SEPTEMBER 19, 2011 MEETING

Member Erin Flynn made motion to accept minutes with following changes on Item 3D to be replaced with “a new working group is forming under the leadership of Kathy Golson” and on item E, a correction to member Ronda’s name. Member Katherine Nicely seconded motion. Motion passed 5-0-0.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Follow-up on Letter to Council re: Drought Support for Farmers (Paula McDermott)

Chair Paula McDermott read the letter. Both Chair Paula McDermott and Jake Stewart gave updates and input to the committee. Discussion about farmers who are paying for wastewater can contact Jake.

B. Follow-up on Draft Imagine Austin Recommendations (Paula McDermott)

Letter had been approved at last meeting. The recommendations were submitted to the Imagine Austin Taskforce. Deadline for input has been extended until December 15, 2011 and notification of the extension to be sent to the SFPB listserv.

C. Annual Report Distribution Plans (Paula McDermott)

Item moved to next meeting.

D. Working Group Protocol/Guidelines (Erin Flynn)

Member Erin has been trying to get basic information together and would like to collaborate with other advisory boards in building these guidelines.

- E. Update on Standing Working Groups**
 - A. Food Production and Business (Katherine Nicely)**

Member Katherine will be contacting working groups to get updates.
 - B. Food Access and Wellness (Michele Murphy-Smith)**

Member Michele mentioned how there were 133 people who submitted a survey for the outreach survey.
 - F. Potential Working Groups –**
 - A. Infrastructure/Economic Development (Paula McDermott)**

Could be a potential group for cold storage to stay in touch with the Economic Development group. No action taken.
 - G. November 28th strategic planning session and working group priorities for 2012 (Paula McDermott)**

The meeting is to discuss strategic plans and outcomes for next year. No action taken.
 - H. Update on Sustainable Urban Agriculture Coordinator Support Position (Paula McDermott)**

This position was posted for the Travis County Extension Office. The half-time position that was posted in Jake's department is in interviewing process. No action taken.
 - I. 2012 Farm Bill National League of Cities Resolution (Ronda Rutledge)**

At this time things look like it's at a stalemate and may not move until next year. Chair Paula will try to see if it could be entered as an item with the City of Austin Council meeting held in January 8, 2012. No action taken.
 - J. Discuss Meeting Dates for 2012**

Item moved to the November 28th meeting. No action taken.
- 4. ANNOUNCEMENTS - EVENTS AND RESEARCH RELATED TO BOARD CHARGES AND WORK PLAN**
- A. Oakland Food Justice Conference (Ronda Rutledge)
 - B. Other Announcements
- 5. DISCUSS AND TAKE APPROPRIATE ACTION ON FUTURE SFPB AGENDA ITEMS**
- A. November 28th Work Session Meeting
 - o Action Items -
 - Set Meeting Dates for 2012
 - Working Groups
 - o Strategic Planning to Develop 2012 Work Plan with Facilitator
 - B. Future Meetings – Update on HHSD Community Transformation Grant, - Relevant Staff Reports – County Bond Follow-Up

ADJOURNMENT

Meeting adjourned at 2:15p.m.