



Sustainable Food Policy Board

MEETING MINUTES Monday, August 11, 2014

The Sustainable Food Policy Board (SFPB) convened on Monday, August 11, 2014, at the Street Jones Building, 1000 East 11th Street, 4th Floor, Rm 400A, Austin, Texas 78702

Board Members in Attendance:

Hildreth England	Erin Flynn
Green, Kathy	Alexandra Evans
Blackwell, Lisa	Ronda Rutledge
Bowman, Dominique	

Absent Board Members:

Brandon Reed	Mindy Cooper	Selena Booth
--------------	--------------	--------------

Staff in Attendance:

Lydia Jarjoura, OoS	Edwin Marty, OoS	Jerry Rusthoven, PDRD
---------------------	------------------	-----------------------

CALL TO ORDER

Ronda Rutledge called the meeting to order at 6:08 p.m.

1. CITIZEN COMMUNICATION

- None

2. STAFF BRIEFING – FARMLAND PRESERVATION (Wendy Connally) [10 MINUTES]

- Wendy Connally of the Travis County Natural Resources Program presented on the Conservation Easement Program and how it relates to farmland preservation.
- Questions asked:
 - What is the total number of acres now protected? Wendy will follow up with the board on that answer
 - What is the range of the size of the land acreage? Most are over 100 acres.
 - What is the process so that someone can start a commercial farm? She referred the board to the Travis County Development Services for an answer/ explanation.

3. STAFF BRIEFING- Travis County Land, Water and Transportation Plan (Wendy Scaperotta) [10 MINUTES]

- Both Wendy Scaperotta and Melissa Zone of Travis County spoke.
- Questions asked:
 - What is “prime farmland”? It’s designated by the Department of Agriculture and is based on slope, soil, access to water and other items that they can provide in list form.

4. **STAFF BRIEFING – URBAN FARM ORDINANCE 20131121-020 (JERRY RUSTHOVEN – PLANNING DEVELOPMENT AND REVIEW DEPARTMENT) [15 MINUTES]**

- Jerry handed out a DRAFT memo and some suggestions were given for that memo
- Member Erin Flynn raised the question about prices to go through each step of the process for getting a Certificate of Compliance: It will not be over \$100.
- The timeline for completing steps 2-3 of the Certificate of Compliance is about 1 week.
- If a farmer builds something new on his/her property, they are still required to have a building permit.
- Jerry will update the board in 6 months on the status of this.

5. **APPROVAL OF MINUTES OF July 14, 2014 MEETING**

- Member Erin Flynn moved to approve minutes
- Member Dominique Bowman seconded motion.
- Motion passed 7-0-0.
- Minutes approved after some amendments to spelling and date errors.

6. **DISCUSS AND TAKE APPROPRIATE ACTION**

A. Board Infrastructure and Protocol

1) Board Membership Update – Vacancies / Appointments

- Staff liaison Edwin Marty updated that he and board chair Ronda Rutledge will follow up to see what the next steps are in filling vacancies.
- No action taken

2) Boards and Commissions Task Force Information Update

- Update from staff member Edwin Marty: it was recommended by the Commission on Boards and Commissions to retain the Sustainable Food Policy Board and to have an elected group of seven City Councilors appoint replacement Board members.
- Staff member Edwin Marty and Board Chair Ronda Rutledge will reach out to representatives to see if they have recommendations.
- Staff Member Edwin Marty reached out to Juanita Jackson at the County regarding impact of 10-1 on County appointed Board members but hasn't heard back.
- No Action Taken

3) Review Amendments to bylaws

- Staff member Edwin Marty updated that the language in section 7D, line 11 must be changed and must then be approved by Audit and Finance; he noted that these changes will not be made until after the new City Council is in place.
- No Action Taken

B. Board Recommendations Follow-up

1) Supplemental Nutrition Assistance Program (SNAP) Outreach/Incentives

- Member Kathy Green met with almost all members of Council to review the proposal. All members seemed to be in approval but Kathy will provide a future update on if funding is available, after October 1.
- Staff member Edwin Marty and Board Vice Chair Hildreth England will help follow up with the County.

- No Action Taken
- 2) SFPB letter of support written for COA/ Travis Co. HHS PICH grant
 - Staff Member Edwin Marty updated that HHSD submitted the grant and is waiting for the grant to be approved. He will update the board next month.
 - 3) Healthy, Local, Sustainable Food in City/County Venues
 - Staff Member Edwin Marty provided update that more research is being done regarding healthy vending policies and he is looking at other cities to see how they evaluate the impacts of healthy vending.
 - The Board will help with any research needed.
 - No action taken.
- C. Board Working Group Recommendations Follow-up
- 1) Codes and Ordinances Working Group
 - Staff Member Edwin Marty updated that they had a great first meeting (over 20 people attended) on Thursday July 16th; he also stated that CodeNEXT is a great opportunity for the board to make an impact and that COA's Planning Department is willing to present to the working group regarding CodeNEXT. Next meeting will be in September.
 - No action taken.
 - 2) Community Engagement Working Group
 - No update.
 - No action taken.
 - 3) Distribution/Processing of Local Meats Working Group
 - Staff Member Edwin Marty updated that the farmers in the working group will meet in September.
 - Member Erin Flynn requested that a property evaluation presentation be done and board chair Ronda Rutledge, as well as Edwin Marty, will follow up with Judy McCrary of Farmer and Rancher Freedom Alliance in October.
 - No action taken
 - 4) Farmland Preservation and Access Working Group
 - CoA Parks and Recreation Department staff member, Meredith Gray, updated that the access group identified focus areas. Discovered, after meeting with real estate, there is a precedent for the City to lease farmland for both commercial and nonprofit use.
 - Staff Member Edwin Marty updated on the Preservation group: they had a meeting on Wednesday July 15th and they are looking at collective data and existing land conservation organizations in Texas that they could partner with.
 - No action taken
 - 5) Food Security Working Group
 - Member Kathy Greene had no updates to provide.
 - Staff Member Edwin Marty provided an update on the Community Health Improvement Plan (CHIP); stating that Year 2 strategic planning is underway with ongoing community involvement, neighborhood teams providing continuing monitoring, outreach and sending out newsletters, etc.
 - No action taken
 - 6) Retail Capacity Working Group
 - Member Dominique Bowman updated that about 10-20 people attended the first meeting on July 29th. It was very productive. At a following-up meeting on August 8th Sustainable

Food Center's Andrew Smiley drafted a recommendation for the board regarding the Healthy Corner Store Initiative. He provided this draft to the board and those present.

- The recommendation is to provide a place for the Initiative to be housed, at the City level.
- A community advisory group subcommittee would be created.
- Member Dominique Bowman motions to send the Recommendation for the Healthy Corner Store Initiative to City Council
- Member Kathy Green seconded the motion.
- Motion passed 7-0-0

7. REVIEW OF BOARD MEMBER ASSIGNMENTS

- Board Vice Chair Hildreth England and member Kathy Green will follow up with the County Commissioners regarding vacancies.

8. FUTURE AGENDA ITEMS

- Members will submit any agenda items by emailing Ronda (bc the Board and cc all staff members). Items must be seconded.
- Member Kathy Green will present the Feeding America presentations at the next meeting.
- Edwin Marty will reach out to COA Planning to see if they can make a Code Next presentation.
- Edwin Marty will reach out to County Commissioners regarding SNAP outreach funding.

ADJOURNMENT

Meeting was adjourned at 8:09p.m.