



Sustainable Food Policy Board

MEETING MINUTES - Strategic Planning Work Session Monday, December 14, 2015

The Sustainable Food Policy Board (SFPB) convened on Monday, December 14, 2015 at The Street Jones Building, 1000 East 11th Street, 4th Floor, Rm 400A, Austin, Texas 78702

Board Members in Attendance:

Kathy Green, Alexandra (Sandra) Evans, Sharon Mays, Jessica Gaffney, Carla Jenkins, Adrienne Haschke, Felipe Camacho, Errol Schweizer, Erin Lentz, Dustin Fedako

Absent Board Members:

Jake Carter, Dominique Bowman,

Staff in Attendance:

Amanda Rohlich, Edwin Marty, Meredith Gray

CALL TO ORDER

Board Chair Kathy Green called the meeting to order at 4:30 pm.

1. CITIZEN COMMUNICATION: GENERAL

Speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

Lorig Hawkins, Farm Share Austin, recommendation to lease City owned land to farmers for increased local food production. Board Member Adrienne Haschke responded that board is looking at leasing land at the County level as well.

Emily Hazen, Developer in East Austin, general introduction.

2. APPROVAL OF MINUTES FROM NOVEMBER MEETING

- a) Board Member Sandra Evans motions to approve the meeting minutes from 11/9/2015 meeting
- b) Board Member Carla Jenkins seconds the motion to approve
- c) All are in favor of approving with minor corrections; none opposed

3. WORK SESSION

- a) **Introductions** led by meeting facilitators, Bobbie Garza-Hernandez and Darlene Watkins
 - 1) Group Exercise: "Storytelling" icebreaker with food cards. Explore the unique perspectives and experience each member brings to the table.
- b) **Food Policy 101**, presentation by City of Austin Food Policy Manager, Edwin Marty
- c) **How to Engage the Public**, discussion of best practices and inclusive engagement led by Bobbie Garza-Hernandez and Darlene Watkins
- d) **Diversity Awareness**, group discussion
- e) **Overview of 2015**: A summary of activities, accomplishment, and issues – group discussion
- f) **Issues to Focus on in 2016**: Group brainstorm and white boarding
 - 1) Move to action
 - a. Community outreach and engagement
 - b. What is the appropriate role for the board with regards to community engagement?
 - c. How can it be achieved efficiently and effectively?
 - d. Need experts?
 - 2) Develop a unified message for board members
 - a. Goals
 - b. Identify initiatives

- c. Identify working groups
 - d. Schedule / strategy for briefing Council Members
 - 3) Ready response for crisis
 - 4) Make White Paper actionable (code enforcement)
 - 5) Media Engagement (ongoing)
 - 6) Refine Working Groups
 - a. Is there a need for a community engagement working group?
 - b. Food insecurity working group?
 - 7) Clarify roles of Board vs. Working Groups
 - 8) Develop clear timelines
 - 9) Improved on-boarding process for new Board Members
 - 10) Develop organizational chart (identify Board charges and tasks)
- g) **Move for extended Strategic Planning Work Session.** Approaching end of meeting, Board discusses need for continued work on Strategic Plan. Board Member Dustin Fedako motions to hold special meeting with smaller subset of Board to continue Strategic Planning and for January's regular meeting to be an extension of strategic planning work session with Full Board. Board Member Errol Schweizer seconds motion. All are in favor of extending work session with special meeting to be held in January; none opposed.
 - 1) Action team to meet prior to January 19th meeting. Board members Jessica Gaffney, Adrienne Haschke, Felipe Camacho, Erin Lentz, Errol Schweizer, and Dustin Fedako volunteer to meet to organize strategic planning process.
- h) **Schedule Meetings for 2016.** Discussion of best dates and times. Request from Board Member Jessica Gaffney to consider moving meetings to Tuesdays. Discussion of childcare to be provided by City as option for meetings. Decision for January meeting to be moved to Tuesday, January 19th and on-going meeting to continue to be held on second Mondays of the month from 6-8 pm.

4. FUTURE AGENDA ITEMS

- a) Continue Strategic Planning Session
- b) Regional Food System Study recommendation
- c) Wendy Scaperotta to present to board
- d) Advocacy training beginning of 2016

5. ADJOURNMENT – meeting was adjourned at 7:55 p.m.

6. BACK-UP MATERIALS

- a) Food Policy 101 Presentation
- b) Sustainable Food Policy Board Strategic Planning Survey Results – December 2015