



Sustainable Food Policy Board

MAY MEETING MINUTES Tuesday, May 29, 2012

The Sustainable Food Policy Board (SFPB) convened on Tuesday, May 29, 2012, at Staff Bull Pen, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Erin Flynn	Ronda Rutledge – Vice Chair	Kathy Green
Katie Kraemer	Paula McDermott – Chair	Melanie McAfee
Mary Teeters	Michele Murphy-Smith	

Absent Board Members:

Marla Camp	Adam King	Katherine Nicely
Toni Tipton-Martin	Paige Hill	

Staff in Attendance:

Marisa Balancier, HHSD	Robert Kingham, HHSD	Kristy Hansen, HHSD
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CALL TO ORDER

Chair Paula McDermott called the meeting to order at 12:40pm.

1. CITIZEN COMMUNICATION

None.

2. APPROVAL OF MINUTES OF APRIL 23, 2012.

Chair Paula McDermott made a motion to accept minutes. Vice Chair Ronda Rutledge seconded motion. Member Erin Flynn was not present at vote.

Motion passed 7-0-0.

Brief introduction of Mary Teeters of Meals on Wheels and more.

3. BRIEFING – INTEGRITY OFFICE [15 MINUTES]

Sabine Romero of the City of Austin Law Department- Conflict of Interest presentation on board members' rules and responsibilities regarding conflicts, the recusal process and federally-funded projects.

Member Erin Flynn arrived at 12:43pm.

4. STAFF BRIEFING – COA BOND PROCESS [15 MINUTES]

Robert Kingham presented board with bond information and resources including the Bond Election Advisory Task Force Recommendation Worksheet.

<http://www.austintexas.gov/departments/bond-development>

5. DISCUSS AND TAKE APPROPRIATE ACTION

- A. Board Changes and Introductions (Paula McDermott, Mary Teeters, Katie Kraemer) [5 minutes]
 - Formal Introduction of Mary Teeters to board.
 - Katie Kraemer's last meeting as SFPB board member.
 - Judge Biscoe has not officially named appointment to replace Katie Kraemer.
- B. Follow-Up on SFPB Supplemental Nutrition Assistance Program-related recommendations – City Council Public Health and Human Services Committee Meeting, May 15th (Robert Kingham/Paula McDermott) [5 minutes]
 - Continued discussion on possible ways to disseminate enrollment information.
 - **New:** yourtexasbenefits.com
 - No Action Taken
- C. Working Group Reports/Recommendations
 1. Annual Report (Paula McDermott/Erin Flynn) [5 minutes]
 - Updated board on status of the Annual Report
 - No Action Taken
 2. Imagine Austin Final Report (Michele Murphy-Smith) [10 minutes]
 - Updated board on status of the Annual Report
 - No Action Taken
 3. Economic Assessment Recommendation (Paula McDermott) [10 minutes]
 - Discussed inclusions and ways to define scope of assessment.
 - Group ready to make recommendations in letter to Mayor and Council.
 - Vice Chair Ronda Rutledge made motion to prepare recommendation letter to Mayor and Council. Member Erin Flynn seconded motion to prepare recommendation letter to Mayor and Council.
 - Motion passed 8-0-0.
 4. Community Action Network Meeting and Food Security Working Group – May 16 [5 minutes]
 - Direction of working group not clear, group is changing
 - Vice Chair Ronda Rutledge following up with stakeholders to assess county's current resources and way SFPB can fill in gaps.
 - No Action Taken
- D. Community Outreach and Development of Guidelines for Establishing Working Groups (Paula McDermott and Sara Law – SFC Summer Intern) [5 minutes]
 - Intern creating working group database, will define working groups and develop clear guidelines.
 - sblaw09@gmail.com
 - No Action Taken
- E. Work Plan Updates and Final Plan Approval (Michele Murphy-Smith) [20 minutes]
 - Various revisions to SFPB planning/tracking tool including addition of member names to working groups, working group name and date edits, and removal of closed working groups.
 - No Action Taken

F. Fall Community Meeting and Food Day (Robert Kingham/Paula McDermott) [5 minutes]

- Kristy Hansen liaison from Chronic Disease Prevention and Control Program in the Austin/Travis County Health and Human Services Department presented information on Food Day.
- No Action Taken

6. ANNOUNCEMENTS [15 MINUTES]

- A. House Public Health Committee Hearing – May 22 - Food Security, Access, Food Assistance Programs
- B. Economic Growth and Redevelopment Services Office Brainstorming Session on Food Systems Infrastructure and Food Deserts – May 4th (Robert Kingham/Paula McDermott)
- C. Hill Country Conservancy – Lunch and Learn May 24th – Preserving Farms and Farmers
- D. Tacorama/Latino Forum on Food/Hunger – May 8th - MAAC
- E. Texas Food Policy Conference – May 10th– 11th– San Antonio
- F. Slow Food Session – July 11

7. SUMMARY OF ACTION ITEMS [5 MINUTES]

- Chair Paula McDermott to complete Annual Report.
- Member Michele Murphy-Smith to revise SFPB planning/tracking tool and send to members, complete by executive board meeting June 18, 2012.
- Chair Paula McDermott to prepare Economic Assessment Recommendation letter to Mayor and Council.

7. FUTURE AGENDA ITEMS

- A. County Budget update – Sherri Fleming [June]
- B. County Bond Process—Farmland Preservation
- C. Additional City and County Briefings and Relevant Budget Items (including HUD Report)
- D. Sustainability Office Update
- E. Web Presence Update and Postings
- F. Regional Collaboration with San Antonio and Houston

ADJOURNMENT

- Meeting adjourned at 2:36p.m.