



Austin-Travis County Food Policy Board

MEETING MINUTES April 18th, 2022

The Austin-Travis County Food Policy Board (ATCFPB) convened on Monday April 18th at the City of Austin Permitting and Development Center, 6310 Wilhelmina Delco Dr, Room 1401 / 1402, Austin, TX 78752. Some members attended remotely.

Board Members in Attendance:

Andrea Abel, Joi Chevalier, Frances Deviney, Kacey Hanson, Cecilia Hogan, Karen Magid, Emily De Maria, Sharon Mays, Errol Schweizer

Board Members Absent:

Dr. Rosamaria Murillo, Ryan Rosshirt

Staff in Attendance:

Edwin Marty, Amanda Rohlich, Sergio Torres

CALL TO ORDER

Board Chair Sharon Mays called the meeting to order at 6:14 pm

CITIZEN COMMUNICATION: none

1. APPROVAL OF MINUTES FROM FEBRUARY MEETING

Board Member Andrea Abel motioned to approve the meeting minutes from February 14, 2022, with Board Member Frances Deviney seconding the motion. Passed on a 4-0 vote with three members abstaining.

2. STAFF BRIEFINGS

- a. Staff presentation from Marcel Elizondo with Austin Public Health Environmental Health Services. Review and take possible action on two proposed code amendments:
 - i. Ordinance amending City Code Chapter 3-2-16 (Enclosures for Fowl) relating to enclosure setback distance
 - ii. Ordinance amending City Code Chapter 10-3 (Food and Food Handlers) relating to permits for farmers market vendors.

3. OLD BUSINESS

- a. Board Infrastructure & Protocol
 - i. Review Board Members' meetings with City and County Officials - none
 - ii. Review prior board recommendations and discuss City and County budgets
 - i. Emily Ackland provided update on memo sent to Commissioners regarding County participation in Food Planning. Nothing about food was discussed in Strategic Planning session, however, Commissioner Shea and Judge Brown followed up with her office to say the Commissioners Court would like to have a work session on the issue. Travis County staff were planning to ask for budget request for food planning staff but there was not support from Executive level

staff to take that request forward for this fiscal year. Travis County staff will be able to participate in Food Planning process. We have more time to plan work session now that there is not a need to meet the budget timeline. Looking at work session in fall.

- iii. Community engagement
 - i. Joi Chevalier is member of the BLC serves on health subgroup. Is there a timeline of when we would have an external communication for the food planning process?
- b. Board vacancies and appointments
 - i. Andrea Abel's reappointment is still pending Judge Andy Brown's approval
- c. Discuss Annual Internal Review and Draft Activity Tracking Form – now due quarterly

4. NEW BUSINESS

- a. Board Elections: discuss and take possible action on electing Chair and Vice-Chair positions
 - i. Sharon Mays is nominating herself and Kacey Hanson seconds motion; no other nominations. The board voted 9-0 in support of electing Sharon Mays to serve as will continue to serve as Chair
 - ii. Joi Chevalier nominated herself. Sharon Mays seconded the motion; no other nominations. The board voted 9-0 in support of electing Joi Chevalier to serve as Vice-Chair
- b. Discuss and take possible action on Joint Sustainability Committee appointment and alternate
 - i. Frances Deviney nominated herself. Karen Magid seconded the motion; no other nominations. The board voted 9-0 in support of electing Joi Chevalier to serve as Vice-Chair.
 - ii. Sharon Mays nominated Karen Magid to serve as alternate to the Joint Sustainability Committee. The board voted 9-0 in support of electing Karen Magid to serve as alternate to the JSC.
- c. Working group and individual project briefings
 - i. Discuss updates and next steps for the Good Food Purchasing Program Recommendation
 - i. Language has been finalized. Working on advocacy plan.
 - ii. Healthy Food Access Working Group – no updates; meeting this week
 - iii. Food System Planning Working Group – meeting every other week. The working group is getting into detailed work around the Food Planning process. Currently they are working through the criteria, selection process, and outreach for developing the Community Advisory Committee. Looking for folks to pilot the CAC screener to look at the survey and provide feedback. Looking for approximately 10 people to pilot the survey. Next step is discussing how the selection criteria is determined and how decisions are made based on best practice.
 - iv. Other – Cecilia Hogan interested in bringing back the food and farmer working group and wondered if there was interest from other board members to bring this group back to address making community agriculture more accessible. Sharon Mays, Andrea Abel in full support. Andrea Abel in support of broadening focus to all areas of growing instead of limiting to farming. Karen Magid offering for an offline meeting to give some context. Cecilia Hogan has support from Fruitful Commons.
- d. Other items, ideas, or general updates for group discussion or board attention
 - i. Commission on Seniors is interested in a presentation on food planning. Age friendly community group – desire to focus on food this time around.
 - ii. Reminder to keep digital access and literacy in mind with CAC development and planning process in general
 - iii. Interest to hear presentation from College Food Access RFP
- e. Discuss future community and staff presentations
 - i. Charitable Feeding Permitting presentation – tentatively planned for May 2022
- f. Review of Board Member Assignments
 - i. Edwin to send email to Board Members appointed by Commissioners Court to schedule meetings to discuss setting up meetings to about Food Planning

- ii. Emily Ackland to call Judge Brown's staff to inquire about Andrea Abel's reappointment
- iii. City and County staff to help schedule meetings and draft talking points
- iv. City staff to share Food Planning presentation once created (expected by early May) and some talking points so they can share with their networks.
- v. Amanda to let City Clerk's Office who the Chair, Vice Chair and JSC appointments are.
- vi. All board members encouraged to talk to elected officials who appointed board member about Good Food Purchasing recommendation and Food Planning efforts
- vii. Karen Magid and Cecilia Hogan to meet to discuss background and context around restarting a Working Group focused on agriculture and growing food.
- viii. Emily DeMaria to connect CTFB gardener to Cecilia's new working group as it gets up and running
- ix. City staff to request food
- x. Sharon to call Judge Brown regarding Andrea Abel's reappointment

5. FUTURE AGENDA ITEMS

- a. Peer share with San Antonio's Food Policy Council
- b. CFO Presentation in May
- c. Update on Food Planning
- d. Update on food access RFPs
- e. EDD update on community-owned food retail initiative
- f. Budget presentations

ADJOURNMENT

Board Chair Sharon Mays adjourned the meeting at 8:00 pm.

The minutes were approved at the May 9, 2022 meeting on Karen Magid's motion, Errol Schweizer's second on a 7-0 vote.