



Austin-Travis County Food Policy Board

MEETING MINUTES May 9th, 2021

The Austin-Travis County Food Policy Board (ATCFPB) convened on Monday May 9th at the City of Austin Permitting and Development Center, 6310 Wilhelmina Delco Dr, Room 2301, Austin, TX 78752. Some members attended remotely.

Board Members in Attendance:

Lisa Barden, Joi Chevalier (joined at 6:37 pm), Kacey Hanson, Cecilia Hogan, Karen Magid, Emily De Maria, Sharon Mays, Errol Schweizer

Board Members Absent:

Andrea Abel, Frances Deviney, Rosamaria Murillo, Ryan Rosshirt

Staff in Attendance:

Edwin Marty, Amanda Rohlich, Emmie DiCicco

CALL TO ORDER

Board Chair Sharon Mays called the meeting to order at 6:16 pm

PUBLIC COMMUNICATION: none

1. APPROVAL OF MINUTES FROM APRIL MEETING

Board Member Karen Magid motioned to approve the meeting minutes from April 19, 2022, with Board Member Errol Schweizer seconding the motion. Passed on a 7-0 vote.

2. STAFF BRIEFINGS

- a. Staff presentation from Grisel Saenz with Austin Public Health Environmental Health Services regarding Charitable Feeding Organization permitting updates (see back-up materials for presentation).
 - i. Question and answers:
 - i. Q: How many CFO's have applied? A: 30
 - ii. Q: How do the CFO's know about the Industrial Waste Water requirements? GIIVR Form? A: APH will reach out to anyone who applies for a CFO. They send the organization a GIIVR Form. Triggered by application for a Certificate of Occupancy. Plans submitted with Plan Review
 - iii. Q: If there's a CFO doing food distribution to homeless encampments, is that a mobile permit? A: If you are serving out of the vehicle, it needs a permit. If the vehicle is just delivering the food, it does not require a permit (like Uber Eats).

- iv. Q: APH is doing a session for CTFB partners. Some partners have gotten a 'cease and desist' letter. What's the process for once a partner receives a letter? A: We issue a notice of violation if we find out that someone is giving food away without a permit. The letter is just to help the organizations know how to get in compliance.
- v. Q: What about Mobile distributions? A: APH will add the presentation from today to provide more clarity
- vi. Q: Chain of custody? How does a donor verify the chain of custody? A: Want to make sure it's at the proper temp. Make sure it's from an approved source
- vii. Q: How does the receiving organization show they have the infrastructure to safely handle the food being donated?
- viii. Q: Expiration Date for food for TTC food? A: 7 calendar days
- ix. Q: What about Mutual Aid Organizations? A: OoS will work with Mutual Aid Organizations in the development of the Disaster Food and Water Access Appendix.
- x. Q: What about the organizations that don't even know about this permit?
- xi. Q: Can we have a list of definitions? Transportation Guidelines? How to keep the chain of custody
- xii. Q: City's OG diversion guidelines encourage restaurants to divert food but that is not what the CFO is saying. A restaurant can't restart the clock on edible food when it gets donated. Can OoS help communication between ARR and APH Environmental Health about how to handle surplus food and what a timeline looks like?
- xiii. Q: Can Community Health Workers help get the word out about the new CFO permit?

3. OLD BUSINESS

- a. Board Infrastructure & Protocol
 - i. Review board members' meetings with City and County officials
- b. Review prior board recommendations and discuss City and County budgets
- c. Community engagement
- d. Board vacancies and appointments
- e. Discuss Annual Internal Review

4. NEW BUSINESS

- a. Working group and individual project briefings
 - i. Discuss updates and next steps for the Good Food Purchasing Program Recommendation
 - ii. Healthy Food Access Working Group
 - iii. Food System Planning Working Group
 - iv. Community Agriculture Working Group
 - i. Discuss and take possible action on recommendation to support the creation of a lactation program and the Travis County Correctional Complex.
 - ii. Program would deliver the milk back to the infant from the incarcerated Mom's milk, instead of 'pumping and dumping'. Could help improve a new Mom's ability to continue to breastfeed after incarceration.
 - iii. Feedback was provided on recommendation. No vote or action was taken.
- b. Other items, ideas, or general updates for group discussion or board attention

- c. Discuss future community and staff presentations
- d. Review of Board Member Assignments
 - i. All board members to pilot survey

5. FUTURE AGENDA ITEMS

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

ADJOURNMENT

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

The meeting minutes were approved at the June 13, 2022 meeting on Board Member Joi Chevalier's motion, Board Member Sharon May's second with at 10-0 vote.