



Austin-Travis County Food Policy Board

MEETING MINUTES June 12, 2023

The Austin-Travis County Food Policy Board (ATCFPB) convened on Monday June 12th at the City of Austin Permitting and Development Center, 6310 Wilhelmina Delco Dr, Room 4001, Austin, TX 78752.

Board Members in Attendance:

Andrea Abel, Mark Bethell, Joi Chevalier, Frances Deviney, Larry Franklin (joined dais at 6:35 pm)
Cecilia Hogan, Karen Magid, Rosamaria Murillo (joined dais at 6:15 pm), Kacey Hanson

Board Members Absent:

Lisa Barden, Adrian Lipscombe, Sari Vatske

Staff in Attendance:

Edwin Marty (City of Austin), Amanda Rohlich (City of Austin), Emily Ackland (Travis County)

CALL TO ORDER

Acting Chair Joi Chevalier called the meeting to order at 6:04 p.m.

PUBLIC COMMUNICATION

None

APPROVAL OF MINUTES FROM APRIL MEETING

1. Board Member Andrea Abel motioned to approve the meeting minutes with Board Member Kacey Hanson seconding the motion. Minutes passed pending minor edits on an 7-0 vote.

PRESENTATIONS

2. Homeland Security and Emergency Management Updates regarding the Mass Care Plan, Mass Care Staffing, and Implementation of the Food and Water Appendix to the Emergency Operations Plan, Bill Wilson and Robin Wiatrek, City of Austin Office of Homeland Security and Emergency Management
 - a. Annexes are mandated by state law.
 - b. What is the difference between an appendix and annex. Appendix builds more details to be included in an annex. An Appendix is between a Special Operations Plan and an Annex.
 - c. Food was mentioned in two parts of org chart. What is difference between logistics and operations. Operations focuses on what resources we have and where sites are set up. They then work with Logistics to procure the water, people and other resources to carry out the operations.
 - d. Can HSEM help others with templates for creating plans? Look into Office of Resilience Mini Grants, and PreparingTexas.org
 - e. Discussion around term 'disaster' and threshold for federally declared disaster; how do we define as a city how we can put resources
 - f. How does HSEM engage with communities? [Preparedness Pop-Ups](#) timed with disasters that are more relevant to that time and location. In September they hold a larger, community wide fair.
 - g. How is equity considered? Consult with Equity Office and leverage community relationships.

- h. Who does the communications? Departments and agencies can call duty officer. General public uses 311 system which is then ported to Emergency Operations Center. Multiple avenues of communication. Electronic communications may not be the most appropriate for all populations.
- i. How do organizations let you know that they could be a resource? Volunteers Active in Disaster (renamed to COAD) is primary touch base for organizations to get involved.

DISCUSSION ITEMS

- 3. Review board members' meetings with City and County officials
 - a. Frances Deviney met with Commissioner Ann Howard and her Chief of Staff discussed difficulty in receiving payments for grants received. Many organizations who received ARPA from Travis County have yet to receive any funding.
 - b. Joi Chevalier met with Commissioner Jeff Travillion regarding some issues with displacement of residents at Travis County housing system
- 4. Review prior board recommendations and discuss City and County budget opportunities – no discussion
- 5. Board vacancies, appointments, and reappointments – welcoming Mark Bethell and Larry Franklin. One existing vacancy and one upcoming vacancy with Frances Deviney's departure.
- 6. Discussion of Strategic Planning and desired goals and outcomes for the session to take place August 21, 2023 – will be facilitated by Rachel Coff and Emily Ackland from Travis County. Will discuss goals and outcomes for strategic planning at next meeting. This is a fully in-person meeting.

DISCUSSION AND ACTION ITEMS

- 7. Discussion and take possible action on Joint Sustainability Committee meeting and appoint a new liaison, Frances Deviney. Discussed food waste root cause analysis planning, and food recovery goals with commercial properties who are creating organic waste. Frances is planning on attending meetings through July. Board members to consider serving as liaison and reach out to Frances with interest
- 8. Discussion and take possible action on Food Planning, Karen Magid (Community Advisory Committee liaison for ATCFPB). Two main active areas: Charter Action Team which is developing a document that will guide the process and Issue Area Action Team defining the Issue Area Groups through a SWOT analysis to get to the issues. Equity Action Team is on slightly slower timeline because it will use information from other two action teams to create a toolkit to assess future goals and strategies. The CAC received Consensus training on May 24th to help the group with consensus decision making facilitation training. Standing action items if you want to get engaged: happy to go into more detail with any of this work with any board members. Please send Karen any examples of equity tools or charters if you know of any that you think work well or have been involved in.
- 9. Discussion and take possible action on Food Recovery, Lisa Barden – no discussion
- 10. Discussion and take possible action on a letter to City Council and City Manager from the Emergency Preparedness, Including Resilience Hubs Working Group, Lisa Barden – today's presentation addressed some of the issues outlined in the letter. Please send any additional questions to Joi and Lisa.
- 11. Discussion and take possible action on Improved Food Access for People in Need, Kacey Hanson, Andrea Abel, Lisa Barden – have not met but will pull the working group together to discuss strategic planning
- 12. Discussion other board activities not included in previous updates
- 13. Review Board Member Assignments
 - a. Edwin Marty to summarize the role of the Joint Sustainability Committee (JSC) liaison and share with board members for their consideration
 - b. Any board member interested in serving as the JSC liaison and reach out to Frances Deviney to discuss

- c. All board members to email Karen Magid if they want to get engaged as she is happy to go into more detail about any of the work with board members
- d. All board members to please send Karen Magid any examples of equity tools or charter examples you're aware of
- e. Food Access WG chairs to get together to discuss strategic planning
- f. All board members are encouraged to send any outstanding questions you may have for HSEM to Joi Chevalier cc: Lisa Barden

Mark Bethell left the dais at 8:02

Dr. Rosamaria Murillo left the dais at 8:02

FUTURE AGENDA ITEMS

- 14. Discussion and scheduling of future agenda items

ADJOURNMENT

Vice-Chair Joi Chevalier adjourned the meeting at 8:03 pm

The minutes were approved at the July 10, 2023, meeting on Board Member Karen Magid's motion, Board Member Andrea Abel's second with a 7-0 vote.