



Austin/Travis County Food Policy Board

MEETING MINUTES April 15, 2024

The Austin/Travis County Food Policy Board (ATCFPB) convened on Monday, April 15th at the City of Austin Permitting and Development Center, 6310 Wilhelmina Delco Dr, Room 1406, Austin, TX 78752.

Board Members in Attendance:

Lisa Barden, Mark Bethell, Marissa Bell, Joi Chevalier, Larry Franklin, Kacey Hanson, Larry Franklin, Rosamaria Murillo, Natalie Poulos

Board Members Absent:

Andrea Abel, Sari Vatske

Staff in Attendance:

Amanda Rohlich (City of Austin)

CALL TO ORDER

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

PUBLIC COMMUNICATION

None

APPROVAL OF MINUTES

1. Board Member Lisa Barden motioned to approve the meeting minutes from the Regular Meeting on March 18th, with Board Member Kacey Hanson, seconding the motion. Minutes passed on an 8-0 vote.

STAFF BRIEFING

2. Update on the College Food Access with Central Texas Food Bank Contract, Ricardo Zavala at Austin Public Health (see back-up materials for presentation)
 - a. Do the agencies collect demographic data from food recipients? Is satisfaction level collected? Currently none of that data is reported to City of Austin. It is not required in the current contract, however that can be amended.
 - b. It looks like all the locations are on-campus however most of food insecurity is with students who live off-campus. Are there any initiatives to provide food to students who live off campus? Ricardo Zavala noted that he did not have any information on that.
 - c. A survey recently conducted at UT reported ~40% food insecurity among UT students.
 - d. The current contract with Central Texas Food Bank was renewed for one year.

- e. Huston-Tillotson University is not currently on the list but Central Texas Food Bank said they are looking to work with HT but there is currently not a pantry on that campus.
- f. Regarding, demographics reporting, UT Outpost may not be reporting that information so as not to cause an undue burden on students. Kacey Hanson noted that we cannot fix thing that we cannot measure. One way to get around this is allowing the survey to be optional versus required.
- g. Suggestions and recommendations are welcomed but what is the process for getting suggested contract amendments incorporated? Develop a recommendation to Council and/or initiate a conversation with APH staff/leadership.
- h. El Buen partners with ACC Eastview – 30 boxes/week (2nd and 4th week) and ACC Highland – 100 boxes/week (2nd and 4th week)

DISCUSSION ITEMS

3. Discuss advocacy plan, talking points, and schedule for board member outreach to elected officials on food planning
 - a. Still needing D6 – Mackenzie Kelly, P3—Anne Howard
 - b. Larry Franklin will connect with CM Natasha Harper-Madison
4. Board vacancies, appointments, and reappointments. Three vacancies from Judge Andy Brown and Commissioners Shea & Gomez. Andrea Abel’s reappointment by Judge Andy Brown. Kacey Hanson request to be renominated by Commissioner Travillion.
5. Discussion of Joint Sustainability Committee meeting on March 27, 2024, Larry Franklin was unable to attend
6. Discussion and reminder for board members to complete the electronic learning training module on sexual harassment awareness by May 10th to avoid any issues with their eligibility to serve.
7. Review Board Member Assignments (Note for Chair: take item out of order and discuss at end of meeting)
 - a. Amanda Rohlich to share draft food plan talking points, template presentation, social media kit, staff memo to City Council, and summary document for board members to share with their networks
 - b. All board members to set meetings with City Council and County Commissioners (see item 3); email Amanda Rohlich when any meetings are set
 - c. Kacey Hanson working with Travis County Commissioner Travillion to put her back on the reappointment list allowing her additional time to take the required training
 - d. Dr. Murillo to add JSC meetings to her calendar in case she is asked to attend; Larry Franklin to let Dr. Murillo know if he cannot attend a meeting
 - e. Amanda Rohlich to send a reminder about sexual harassment training link to all board members; please let me know if the link does not work for any board member
 - f. Amanda Rohlich to update the May meeting invite to reflect new date
 - g. Amanda Rohlich to send links to the draft food plan public review meeting and online survey
 - i. <https://bit.ly/ATXFoodPlanReview> / April 17 event
 - ii. <https://bit.ly/ATXFoodPlanSurvey> / Survey

- iii. <https://bit.ly/FoodPlanningATX> / Webpage
- h. Board members to review [HSEM Q&A](#) and then send any follow-up questions to Marissa Bell by April 30th who will compile all questions and this will inform the request sent to Homeless Services Office and HSEM for a presentation, hopefully at the June 10th meeting.
- i. Amanda to share the final recommendations that were sent to Council and Commissioners
- j. Kacey Hanson to add that slide to both County and City decks
- k. Joi to write the commissioners about appointments

DISCUSSION & ACTION ITEMS

- 8. Discuss and appoint Chair and Vice Chair
 - a. Kacey Hanson motioned to appoint Joi Chevalier to serve as Chair with Mark Bethell seconding the motion. Appointment was made on an 8-0 vote.
 - b. Kacey Hanson motioned to reappoint Lisa Barden to serve as the Vice Chair with Dr. Murillo seconding the motion. Appointment was made on an 8-0 vote.
- 9. Discuss and approve special called meeting for May 20th and cancel May 13th meeting
 - a. Kacey Hanson motioned to move May 13th meeting to May 20th with Marissa Bell seconding the motion. Motion was approved on an 8-0 vote.

WORKING GROUP UPDATES

- 10. Updates from the Food Planning Working Group regarding recent food planning activities, Community Advisory Committee. The draft food plan is live and collecting comments on the food plan. The final public review meeting is scheduled for Wednesday, April 17th at 6 pm and will have simultaneous translation in Arabic, Vietnamese, and Mandarin. The Community Advisory Committee will have an opportunity to review and vote on the final plan at their May meeting.
- 11. Updates from the Emergency Preparedness, Including Resilience Hubs Working Group regarding their meeting on March 27th in response to information received from HSEM, Lisa Barden. Central Texas Food Bank and Austin Area Urban League provided food during the last weather activation in January. The working group met with David Gray and Donny Cummings. Marissa Bell reached out to Sari Vatske and Lisa Barden reached out to AAUL to ask what happens when capacity is reached but have not heard back yet from either contact. Additional ad hoc shelters were not mentioned or taken into account. They provided some answers, but the group still has additional questions. Should the board invite HSEM and the agency partners to the board meeting to discuss some of these questions? How can the board support HSEM and the agencies who are providing food in their response? Suggestion to invite HSEM and Homeless Strategy Office to present and provide them with a list of questions the board would like answered.

Natalie Poulos left the dais at 7:51 pm

- 12. Updates from the Food in All Departments Working Group on recommendation to fund a Full Time Employee (FTE) to help implement the food plan. The board's recommendation was sent to City Council and County Commissioner

FUTURE AGENDA ITEMS

13. Discussion and scheduling of future agenda items
 - a. Discuss and take action on cancelling July 8th meeting
 - b. June 10th meeting – HSEM/HSO

ADJOURNMENT

Chair Joi Chevalier adjourned the meeting at 7:59 pm

Minutes were approved at the June 10, 2024 full board meeting on Board Member Lisa Barden's motion with Board Member Marissa Bell seconding. Minutes passed on a 7-0 vote.