



**Sustainable Food Policy Board
Executive Committee**

**APPROVED
MAY MEETING MINUTES
Monday, May 17, 2010**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Tuesday, May 17, 2010 at City Hall– Boards & Commissions Room, 302 W. Second Street, Austin, TX 78701

Chair Marla Camp called the meeting to order at 12:35pm and noted on the agenda that Item 3B should be May 11, 2010.

Committee Members in Attendance:

Allison Beadle, Food Production & Business Subcommittee Chair
Marla Camp, Sustainable Food Policy Board - Chair
Ronda Rutledge, Access & Wellness Committee Chair
Melanie McAfee, Sustainable Food Policy Board - Vice Chair

Staff in Attendance:

Vince Cobalis, HHSD
Stephnie Connell, HHSD
Linda Terry, HHSD
Andy Moore, Council Aide
Juanita Jackson, HHSD

1. CITIZENS COMMUNICATION:

None

2. REVIEW AND APPROVE MINUTES OF APRIL 19, 2010:

Chair Marla Camp requested to remove David Davenport and change to Ronda Rutledge under Committee Members in Attendance. A motion was made Committee Chair Ronda Rutledge to approve the April 19, 2010 minutes as amended. The motion was seconded by Committee Chair Allison Beadle. Motion passed with a vote 4-0-0.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Food Access and Wellness Committee, May 10, 2010 Meeting

Committee Chair Ronda Rutledge reported that the committee discussed the following. No actions taken.

- Sherri Fleming will present to the full board on the resolution from County.
- The committee discussed the communication strategies and that the Communications Working group will have follow-up at the full board.
- Provide an update on the food access study and to have Karen Banks to come to the full board.
- Discussed how to interface with school districts to strengthen the local food system; possibility to have someone from the full board participating the in the School Health Advisory Committee and that Vince Cobalis could provide the names of the people that serve on the City, County and AISD Joint Subcommittee. Chair Marla Camp assigned that she will meet with Council Member Laura Morrison and Arthur D'Andrea to meet with Council Member Bill Spelman and Katie Kraemer to meet with Judge Biscoe to deliver a message to City, County and AISD Joint Subcommittee to communicate that local healthy food be a part of their priorities.

B. Food Production and Business Committee, May 11, 2010 Meeting

Committee Chair Allison Beadle reported that the committee discussed the following items and No actions taken.

- Discussed the presentation from Aiden Cohen and regarding the overview of the Green Purchasing Program and purchasing locally sustainable food at the Airport and Van Jobe discussed the contracting process for Aramark and the food purchased at the convention center. The committee

motioned to draft a resolution to City Council relating local food purchases and procurement City and County contracts to be presented to the full board at the May or June meeting.

- An update from Melanie McAfee and Richard Pierce on composting and research; an update from them at the June meeting.

C. Update from Marla Camp and staff regarding hot food preparation at farmers markets

The board will receive a report from Assistant Director Shannon Jones at the May 24, 2010 meeting regarding the hot food preparation at farmer's markets. No action taken.

D. Discuss research support opportunities for SFPB committee work

Discussed a draft language for board member's agencies to hire of interns to proceed with research and support for the board. The findings from the interns will be provided to the board in the form of a report. No action taken.

4. DISCUSS AND TAKE APPROPRIATE ACTION ON FUTURE SFPB AGENDA ITEMS

- A. Receive a report from Composting working group Melanie McAfee and Richard Pierce.- May 24, 2010
- B. Presentation from Sherri Fleming next steps on the water and mapping resolutions – May 24, 2010
- C. Budget Presentation by David Lurie, Director Health & Human Services Department – May, 24, 2010
- D. Report from Assistant Director Shannon Jones regarding the hot food preparation at Farmer's Market – May 24, 2010
- E. Discuss a motion for the Sustainable Food Policy Board to recommend a local procurement policy for City and County venues – May 24, 2010
- F. Report from the Communication Working group.- May 24, 2010
- G. Doug Matthews to present to the full board on the new website enhancement – June 28, 2010
- H. Receive a report from Karen Banks on the food assessment - June 28, 2010
- I. Election of Officers – July 26, 2010.

ADJOURNMENT: The meeting was adjourned at 1:30pm.