



The Sustainable Food Policy Board (SFPB) convened on Monday, December 19, 2011, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Chair Paula McDermott called the meeting to order at 12:43pm.

Board Members in Attendance:

Erin Flynn	Adam King	Michele Murphy-Smith
Kathy Green	Melanie McAfee	Ronda Rutledge – Vice Chair
Paige Hill	Paula McDermott – Chair	Toni Tipton-Martin

Absent Board Members:

Marla Camp	Katie Kraemer
Arthur D'Andrea	Katherine Nicely

Staff in Attendance:

Stephnie Connell, HHSD	Edna Staniszewski, HHSD
Robert Kingham, HHSD	Jake Stewart, PARD

CALL TO ORDER

1. CITIZEN COMMUNICATION

Joy Casnovsky – wanted the board to know she is available to Chair the Healthy/Local food in City/County venues working group.

2. APPROVAL OF MINUTES OF NOVEMBER 28, 2011 AND THE EXECUTIVE COMMITTEE MEETING OF NOVEMBER 21, 2011.

Discussions to revise minutes to item 3A by removing last sentence; change in SHACKs should be SHACs; only one letter was presented to the planning commission and the drought letter was presented to council. Member Michele Murphy-Smith made a motion to accept the minutes with discussed revisions to the November 28, 2011 minutes. Member Ronda Rutledge seconded motion. Motion passed 9-0-0.

Since a quorum of the executive committee was present, Member Paige proposed that the committee review their minutes. The board agreed unanimously. Member Erin Flynn made a motion to accept the executive committee meeting of November 21, 2011. Member Ronda Rutledge seconded motion. Motion passed 3-0-0 (quorum from executive committee members).

3. CHANGES TO SUSTAINABLE FOOD POLICY BOARD (PAULA MCDERMOTT)

Chair Paula presented the new board member, Adam King, who is Shirene Garcia's replacement. Introduction of Robert Kingham, the new City of Austin Liaison, who is replacing Stephnie Connell. The board members gave a brief description of themselves to the new board member and the liaison.

4. CITY OF AUSTIN RECOMMENDATIONS REGARDING THE U.S. 2012 FARM BILL (ANDREW MOORE – POLICY AIDE TO COUNCIL MEMBER MARTINEZ)

Chair Paula mentioned that the mayor will send out a letter to support federal nutrition, food programs, community gardens and local agriculture. No action taken.

5. DISCUSS AND TAKE APPROPRIATE ACTION

- **Update on ORDINANCE NO. 20110210-019 – related to budget for water fee waivers ending September 2011 (Paula McDermott)**

The board had been concerned regarding the ending date, the date mentioned was due to the budgetary cycle but is now in the code. No action taken.

- **Distribution of “Annual Report” - board accomplishments through March 2011 (Marla Camp)**

Michele presented the report, only change is 2010 should read 2011. The report is from March of 2010 to 2011. Member Erin proposed a working group to prepare newest SFPB annual report from March 2011- February 2012. Member Toni seconded motion. Motion passed 9-0-0.

- **Brief Overview of Working Group Process and Existing Working Groups (Erin Flynn)**

Member Erin presented a template and guidelines to help the working groups. No action taken.

- **SNAP Working Group Update and Possible Recommendations (Kathy Green)**

Member Kathy gave an update on the Supplemental Nutrition Assistance Program (SNAP). No action taken.

- **Proposed Buy Local Working Group (Marla Camp)**

Item tabled until January 2012 meeting

- **Identify Work Plan for Coming Year - Board Priorities/Objectives/Working Groups**

Board is to look at model and give feedback to liaisons

Member Ronda made motion to approve these as the goals and the structure on all three areas. Member Erin seconded motion. Motion passed 9-0-0.

6. ANNOUNCEMENTS - EVENTS AND RESEARCH RELATED TO BOARD CHARGES AND WORK PLAN

UT Research/Presentations

Chair Paula was able to attend the presentation where the research was on food deserts and community gardens. She would like to contact someone to find out if the board is able to receive the information of the research completed thus far.

7. DISCUSS FUTURE AGENDA ITEMS

- A. SNAP recommendations and updates from working group
- B. Bio-Sludge working group update
- C. State legislative update at executive meeting January
- D. County Bond Process – Farmland Preservation
- E. County Approved Budget Presentation
- F. Food Surplus and Salvage working group update
- G. Food waste disposal pilot – staff briefing
- H. Update Report on Community Transformation Grant - HHSD
- I. Board Annual Report (March 2011 – February 2012)

ADJOURNMENT

Meeting was adjourned at 2:43pm