



**Sustainable Food Policy Board  
APPROVED**

**JANUARY MEETING MINUTES  
Monday, January 23, 2012**

The Sustainable Food Policy Board (SFPB) convened on Monday, January 23, 2012, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Chair Paula McDermott called the meeting to order at 12:45pm.

**Board Members in Attendance:**

Erin Flynn	Katie Kraemer	Ronda Rutledge – Vice Chair
Kathy Green	Paula McDermott – Chair	
Adam King	Michele Murphy-Smith	

**Absent Board Members:**

Marla Camp	Paige Hill	Katherine Nicely
Arthur D'Andrea	Melanie McAfee	Toni Tipton-Martin

**Staff in Attendance:**

Cassie Deleon, HHSD	Robert Kingham, HHSD	Ashley Pudnos, HHSD
Dr. Phil Huang, HHSD	Teresa Nusbaum, HHSD	Jake Stewart, PARD
Juanita Jackson, TC HHSD	Wilmia Perez, HHSD	

**CALL TO ORDER**

**1. CITIZEN COMMUNICATION**

None.

**2. APPROVAL OF MINUTES OF DECEMBER 19, 2011.**

After reviewing the minutes, a correction to the spelling of citizen communication's name to Casnovsky. Member Ronda Rutledge made a motion to accept minutes with corrections. Member Erin Flynn seconded motion. Motion passed 7-0-0.

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

- Board changes and city calendar (Paula McDermott)
  - Introduction of Robert Kingham as liaison, Teresa Nusbaum as admin support, Ashley Pudnos as admin support backup, Dr. Huang as the Executive Liaison, and Cassie Deleon as back up liaison to the board.
  - Member Katie made an announcement that she will be resigning as a board member as soon as Judge Biscoe finds a new replacement.
  - At this time council member Spelman's office is looking for a replacement for Arthur D'Andrea's spot.
  - SFPB calendar to be sent to all board members as a reference.

– Member Adam King replaced Shirene Garcia’s vacancy.  
No action taken.

- **City of Austin 2012 Farm Bill Recommendations Letter from the Mayor** (Ronda Rutledge)  
Board reviewed the draft. Vice-Chair Ronda made motion to accept the revised letter to Representative Carter on behalf of the mayor regarding the Farm Bill. Member Katie seconded the motion. Motion passed 7-0-0.
- **Distribution of Annual Report” - board accomplishments through March 2011** (Marla Camp)  
Chair Paula mentioned the final report completed and for admin support to send out to all board members. A suggestion was made to update the representative (who appointed you) on the board’s accomplishments. No action taken.
- **Working Group Briefings**
  - **Imagine Austin** (Michele Murphy-Smith)  
Member Michele gave an update on the Imagine Austin working group. Chair Paula and Member Michele attended the Planning Commission working group for Imagine Austin meeting. Jake Stewart also gave update on Imagine Austin and would like input by the board on short and long term goals by 5pm today. Member Michele made a motion to allow the Imagine Austin working group in creating a matrix, steps, and goals around Healthy Austin to give to the citizen’s advisory taskforce and the planning commission. Member Erin seconded the motion. Motion passed 7-0-0.
- **Update on Supplemental Nutrition Assistance Program - SNAP** (Kathy Green)  
Member Kathy gave an update on the SNAP working group and their recommendation. Member Kathy made a motion for the board to approve the letter from the SNAP working group with changes to technical assistance and data changes discussed. Member Katie seconded the motion. Motion passed 7-0-0.
- **Update on Current Working Groups**
  - Food Production and Business (Katherine Nicely)
  - Food Access and Wellness (Michele Murphy-Smith)
  - Communication and Strategic Alliances (Erin Flynn)No action taken on above items
- **Proposed Buy Local Working Group** (Marla Camp)  
Item tabled for next meeting. No action taken.
- **Identify Work Plan for Coming Year - Board Priorities/Objectives/Working Groups**
  - **Food Access and Wellness Area Prioritization Procedure and Adoption of Work Plan**  
Member gave an update
    1. Create equitable access to healthy food
      - a. Identify map for food deserts
      - b. Provide grocery stores of different scales

- c. Farmers markets, food carts and other vendors in different communities
- d. Remove zoning or other barriers
- e. Increase in participation in federal food and nutritional programs

No action taken.

- **Food Production and Business Goals and Plan for February**

Item tabled for next meeting.

Board to review the goals and objectives and come up with working groups and possibly take charge of them. No action taken

#### **4. ANNOUNCEMENTS**

1. UT Law School Community Development Research Clinic – Chair Paula gave an update and how she will be meeting them next month and will give update of that outcome.
2. TOFGA meeting in Dallas coming up in February
3. Farmers Market parking downtown for low income people who have WIC and SNAP to see if eligible for free parking and is not approved at this time.

#### **5. DISCUSS FUTURE AGENDA ITEMS**

1. Introduction of new Sustainable Urban Agriculture support position
2. Briefing from Austin Resource Recovery (Bob Gedert)
3. Briefing on Imagine Austin Recommendations (Planning and Review Department)
4. County Bond Process – Farmland Preservation
5. County Approved Budget Presentation
6. Report on Community Transformation Grant - HHSD
7. Board Annual Report (March 2011 – January 2012)

#### **ADJOURNMENT**

Meeting was adjourned at 2:30pm.