



**Sustainable Food Policy Board  
Executive Committee**

**MAY MEETING MINUTES  
Monday, May 21, 2012**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, May 21, 2012, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

**CALL TO ORDER**

Vice Chair Ronda Rutledge called the meeting to order at 12:33pm.

**Committee Members in Attendance:**

Paula McDermott, SFPB Chair	Michele Murphy-Smith, Liaison
Ronda Rutledge, SFPB Vice Chair	Erin Flynn, Liaison - absent
Adam King, Liaison	

**Staff in Attendance:**

Ashley Pudnos, HHSD	Marisa Balancier, HHSD
Robert Kingham, HHSD	

**1. CITIZEN COMMUNICATION**

None

**2. APPROVAL OF MINUTES OF APRIL 16, 2012.**

- Member Michele Murphy-Smith made a motion to accept the minutes. .
- Liaison Adam King seconded the motion.
- Friendly amendment for item 3A. – add regarding Judge Biscoe’s appointment.
- Motion passed 3-0-0.
- Chair Paula McDermott was not present at vote.

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

A. Follow-Up on SFPB Supplemental Nutrition Assistance Program-related recommendations – Public Health and Human Services Committee Meeting, May 15<sup>th</sup> (Robert Kingham/Paula McDermott)

- Health department will follow up with Kathy Green and any other board members regarding additional strategies to increase SNAP enrollment that may have been identified since the letter or that weren’t identified in the letter.
- Robert Kingham discussed with Paula McDermott possible opportunities at flea markets but definitely want to identify community service departments, such as the health, library and parks and recreation departments in the city that can incorporate SNAP education in their existing programs or serve as a resource for SNAP enrollment.

- Robert Kingham will send out more detailed information regarding items that came out of the presentation to the full board.
- Council member Martinez would like the board to explore opportunities there are in the public schools.
- Chair Paula McDermott arrived at 12:38 p.m.
- No action taken.

B. Annual Report (Paula McDermott)

- Updated board on status of the Annual Report
- Chair Paula McDermott plans to complete by May 29<sup>th</sup> full board meeting.
- No Action Taken.

C. Economic Growth and Redevelopment Services Office Brainstorming Session on Food Systems Infrastructure and Food Deserts – May 4<sup>th</sup> (Robert Kingham/Paula McDermott)

- Chair Paula McDermott suggests that the board send a letter requesting an economic assessment related to local food system outlining the multiplier effect of what food stay/leaves a community.
- Vice Chair Ronda Rutledge moves for chair Paula McDermott to draft a letter that will go before the full board next Tuesday May 29<sup>th</sup> requesting an economic assessment.
- Liaison Michele Murphy-Smith seconds the motion
- Motion passed 4-0-0.

D. Community Action Network Meeting and Food Security Working Group – May 16<sup>th</sup>

- Updated board on scope of working group.
- No action taken.

E. Work Plan Updates and Final Plan Approval (Michele Murphy-Smith)

- Updated board on status of work plan.
- Liaison Michele Murphy-Smith will send out reminders to board members to fill-in policy outcomes and timelines.
- No action taken.

F. House Public Health Committee Hearing – May 22<sup>nd</sup> at 10 a.m. - Food Security, Access, Food Assistance Programs

- Paula will try to attend hearing in person if not will definitely do something so that the Sustainable Food Policy Boards interest is known.
- No action taken.

#### **4. ANNOUNCEMENTS**

- A. Hill Country Conservancy – Lunch and Learn- Friday, May 25<sup>th</sup> – Preserving Farms and Farmers
- B. Tacorama/Latino Forum on Food/Hunger – May 8<sup>th</sup>
- C. SFC Summer Intern
  - Sara Law to develop a system for working groups
- D. Texas Food Policy Conference – May 10<sup>th</sup> – 11<sup>th</sup> – San Antonio.
  - Vice Chair Ronda left meeting 1:25p.m
- E. Slow Food Session – July 11

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

- A. May 29<sup>th</sup> Meeting (Tuesday)
  - 1. Integrity Office Presentation
  - 2. New Board Member Introduction
  - 3. City Bond Process
  - 4. Community Meeting/Involvement
  - 5. Food Day
- B. Future Meetings
  - 1. County Budget update – Sherri Fleming (June)
  - 2. Travis County Bond Process – Farmland Preservation
  - 3. Community Transformation Grant and Chronic Disease Prevention Related Work/Findings
  - 4. Health and Human Services Department Briefings re: Budget/Activities/Metrics - June 31<sup>st</sup> Council Chambers
  - 6. County Briefings (including HUD report) - June
  - 6. Sustainability Office Update - July
  - 7. SFPB Web Presence

#### **ADJOURNMENT**

Meeting was adjourned at 1:43pm.