



**Sustainable Food Policy Board
Executive Committee
Approved**



**JUNE MEETING MINUTES
Monday, June 18, 2012**

The Executive Committee of the Sustainable Food Policy Board (SFPB) convened on Monday, June 18, 2012, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

CALL TO ORDER

Chair Paula McDermott called the meeting to order at 12:34pm.

Committee Members in Attendance:

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

Staff in Attendance:

Robert Kingham, HHSD	Marisa Balancier, HHSD
Juanita Jackson, TC HHS	Phil Huang, HHSD

1. CITIZEN COMMUNICATION

None

2. APPROVAL OF MINUTES OF MAY 21, 2012.

- Liaison Michele Murphy-Smith made motion to accept the minutes.
- Liaison Adam King seconded the motion.
- Motion passed 3-0-0.

3. DISCUSS AND TAKE APPROPRIATE ACTION

A. Economic Analysis Update (Paula McDermott)

- Updated committee on status of Economic Analysis letter.
- Requested suggestions for data specific inclusions in letter.
- No Action Taken.

B. Annual Report Update (Paula McDermott)

- Updated committee on status of Annual Report.
- No Action Taken.

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

- Committee discussed updates made to planning/tracking tool.
- Liaison Michele Murphy-Smith will make final updates and send to HHSD to put on website.
- No Action Taken.

D. Working Group Reports

- Food Access and Wellness (Michele Murphy-Smith)
 - Updated committee on status of working group report.
 - No Action Taken
- Food Production and Business (Adam King)
 - Updated committee on status of working group report.
 - No Action Taken

E. Supplemental Nutrition Assistance Program-related recommendations –update (Robert Kingham)

- Core group of HHSD employees and Kathy Green formed and first meeting scheduled.
- No Action Taken.

F. Supplemental Nutrition Assistance Program Recipient Automatic Eligibility for COA Utility Discount

- Chair Paula McDermott informed committee of SNAP incentive. Will present information to full board Monday, June 25th.
- No Action Taken.

G. Community Outreach Update (Paula McDermott)

- Liaison Michele made motion to present proposal of new community outreach working group and possible SFPB meeting time change to board on Monday June 25, 2012.
- Liaison Adam King seconded motion
- Motion passed 3-0-0.

4. ANNOUNCEMENTS

A. Food Day Updates

B. Slow Food Session – July 11

C. HHSD Budget Overview – May 31st

5. DISCUSS FUTURE AGENDA ITEMS

A. June 25th Meeting

1. New Board Member Introduction
2. County Budget Overview Briefing – Sherri Fleming
3. City HHSD Briefings re: SFPB-related Budget/Activities/Metrics

B. Future Meetings

1. Travis County Bond Process – Farmland Preservation
2. Sustainable Urban Ag. and Community Gardens Briefing
3. Community Transformation Grant and Chronic Disease Prevention Related Work/Findings
4. County Briefings (including HUD report)
5. Sustainability Office Briefing
6. SFPB Web Presence

ADJOURNMENT

Meeting was adjourned at 1:32pm.