



**Sustainable Food Policy Board  
APPROVED**

**SEPTEMBER MEETING MINUTES  
Monday, September 23, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, September 23, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

**Board Members in Attendance:**

Paula McDermott – Chair	Selena Booth	Rob Borowski
Ronda Rutledge – Vice Chair	Hildreth England	Kathy Green
Melanie McAfee		

**Absent Board Members:**

Erin Flynn	Michele Murphy-Smith	Katherine Nicely
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**Staff in Attendance:**

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Marcy Alonzo, TC-HHS/VS
Philip Huang, A/TC HHSD	Cassie DeLeon, HHSD	Dylan Siegler, OoS
Andrew Gill, PARD	Meredith Gray, PARD	

**CALL TO ORDER**

**1. CITIZEN COMMUNICATION**

Meredith Gray & Andrew Gill – New City of Austin staff.

Topic: Information on the Sustainable Urban Agriculture and Community Garden (SUACG) program.

**2. APPROVAL OF MINUTES OF AUGUST 26, 2013.**

- Vice-Chair Ronda Rutledge moved to approve minutes.
- Member Kathy Green seconded motion.
- Motion passed 7-0-0.

**3. DISCUSS AND TAKE APPROPRIATE ACTION**

**A. Board Infrastructure and Protocol [15 Minutes]**

**1) Board Membership Update**

- Board members introduced themselves to new board member Dominique Bowman
- Member Mary Teeters has resigned from board
- There are once again 2 board vacancies.
- No action taken.

**2) Officer Elections in October Reminder**

- No action taken.

**B. Board Recommendations Follow-up [45 Minutes]**

**1) Economic Impact Analysis Recommendations Budget Update**

- Environmental Program Manager Position granted at budget ratification.
- Position will be housed in the Office of Sustainability.
- Plans to post job October 1<sup>st</sup>.
- No action taken

- 2) Supplemental Nutrition Assistance Program Outreach/Incentives Budget Update
  - September 9<sup>th</sup> Budget Reading attached as backup.
  - No action taken
- 3) Healthy, Local, Sustainable Food in City/County Venues
  - Presentation has been scheduled as a council briefing on September 26, 2013. No Council action anticipated
  - September 9<sup>th</sup> Budget Reading attached as backup.
  - No action taken
- 4) Supplemental Nutrition Assistance Program Outreach/Incentives Budget Update
  - Reviewed Codes and Ordinances Subcommittee changes to recommendations.
  - All changes going to Planning Commission tomorrow and Council October 17<sup>th</sup>.
  - No action taken
- 5) Farmer's Market Ordinance Recommendations
  - Staff did not accept working group's recommendations of tiered payments for multiple permits.
  - Meeting Monday Sept 30<sup>th</sup> at 3:30pm and on Council agenda October 3<sup>rd</sup>.
  - No action taken.

C. Discussion of Food Day Activity [20 minutes]

- Plans to have an expanded working group meeting in a forum type setting.
- October 22<sup>nd</sup> from 6-8pm; location to be determined.
- No action taken.

D. Working Group Briefings and Recommendations [25 Minutes]

- 1) Food Security Working Group
  - Working on Community Health Improvement Plan (CHIP) elements related to food security.
  - Gather research on healthy food zones.
  - No action taken.
- 2) Code Coordination & Metrics Working Group
  - CodeNEXT listening sessions scheduled this week.
  - No action taken
- 3) Data tracking & Collating Working Group
  - Seeking leadership.
  - No action taken.
- 4) Buy Local Food Working Group
  - Vice-Chair plans to discuss status of working group chair, former board member Marla Camp.
  - No action taken.
- 5) Community Engagement and Outreach Working Group
  - Creating a distribution list of community partners to share amongst board members to improve working group attendance.
  - No action taken.

**4. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]**

**5. FUTURE AGENDA ITEMS [5 MINUTES]**

- County Budget Process Update
- Ag land Preservation Bond
- Work Plan Update

**ADJOURNMENT**

Meeting was adjourned at 1:55 p.m.