



**Sustainable Food Policy Board
APPROVED**

**NOVEMBER MEETING MINUTES
Monday, November 25, 2013**

The Sustainable Food Policy Board (SFPB) convened on Monday, November 25, 2013, at Boards and Commissions Room, 301 W. Second Street, Austin, Texas.

Board Members in Attendance:

Booth, Selena	England, Hildreth – Vice Chair	Flynn, Erin
Green, Kathy	McDermott, Paula	Murphy-Smith, Michele
Reed, Brandon	Rutledge, Ronda - Chair	

Absent Board Members:

Bowman, Dominique	McAfee, Melanie	Nicely, Katherine
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Staff in Attendance:

Marisa Balancier, A/TC HHSD	Linda Terry, A/TC HHSD	Sherri Fleming, TC-HHS/VS
Juanita Jackson, TC-HHS/VS	Cassie DeLeon, HHSD	Dylan Siegler, OoS
Andrew Gill, PARD	Meredith Gray, PARD	Phil Huang, A/TC HHSD

CALL TO ORDER

Chair Ronda Rutledge called the meeting to order at 12:37p.m.

1. CITIZEN COMMUNICATION

- Susana Almanza – PODER (People Organized in Defense of Earth and her Resources)
- Topic: Urban Farm & Community Recommendations
- Believes ordinance should include requirements for farms to accept SNAP (Supplemental Nutrition Assistance Program) and pay a living wage to workers.
- Edie Cassell & Matt Leach – Farmshare Austin
- Topic: Farmshare Austin
- Information provided as backup documentation

2. APPROVAL OF MINUTES OF SEPTEMBER 23, 2013.

- Member Selena Booth moved to approve minutes.
- Member Paula McDermott seconded motion.
- Motion passed 8-0-0.

3. STAFF BRIEFING - TRAVIS COUNTY OVERVIEW-STRUCTURE, OFFICIALS, DEPARTMENTS AND BUDGET PROCESS (SHERRI FLEMING-TRAVIS COUNTY HEALTH AND HUMAN SERVICES AND VETERAN SERVICES) [15 MINUTES]

- Presentation provided as backup documentation.

4. STAFF BRIEFING - AG LAND PRESERVATION BOND (WENDY SCAPEROTTA TRAVIS COUNTY TRANSPORTATION AND NATURAL RESOURCES) [15 MINUTES]

- Currently negotiating four agreements in north east Travis county to preserve about 1800 acres of farm land.
- Looking to have land conservation be a part of bond election.

5. **DISCUSS AND TAKE APPROPRIATE ACTION**

A. Board Infrastructure and Protocol [10 Minutes]

- 1) Board Membership Update – Vacancies / Appointments
 - There is currently only one board vacancy in Council member Morrison’s office.
 - No action taken.
- 2) 2014 Meeting Dates and Times
 - Item tabled to check on County venue availability.
 - Member Hildreth England made motion to hold full board meeting in 2014 at the Sustainable Food Center on the fourth Monday of the at 6:00p.m.
 - Member Erin Flynn seconded motion.
 - Motion passed 8-0-0.

B. Working Group Briefings and Recommendations [25 Minutes]

- 1) Food Security Working Group
 - Council member Morrison’s healthy food zones resolution(s) were voted down at last Thursday’s City Council meeting.
 - Working on recommendations related to SNAP for next budget cycle.
 - Working on Community Health Improvement Plan (CHIP) elements related to food security.
 - No action taken.
- 2) Community Engagement and Outreach Working Group
 - Reviewed year-end summary of working group’s efforts to improve communication.
 - Summary and process map provided as backup documentation.
 - No action taken.

C. Board Recommendations Follow-up [45 Minutes]

- 1) Land Use Code-Urban Farm Definition Revision
 - Member Paula McDermott made motion to send statement to Council reiterating the non-code recommendation associated with the urban farm ordinance.
 - Member Selena Booth seconded motion
 - Motion passed 8-0-0.

D. Discussion of 2014 Work Plan – Timeline, Charges, and Working Groups [45minutes]

- Active working groups provided updates on activities.
 - a. Distribution/Processing of Local Meats
 - Working on identified road blocks (cost of feed, processing, distribution etc...)
 - Getting more local meats.
 - Next working group meeting in January.
 - b. Code Coordination and Metrics
 - Working on land use code and urban farm definition revision.
 - c. Affordable Water for Sustainable Farms
 - Farmers and Grower’s Alliance of Central Texas members interested currently no leadership.
 - d. Land Use for Sustainable Agriculture
 - Selena Booth will check with former chair for updates.

- e. Retail Capacity Building
 - In conversations about permits for selling third-party products.
- f. Central Texas Food Security
 - Working on CHIP and SNAP enrollment.
- g. Community Engagement and Outreach
 - Working on communication strategies.
- No action taken

6. REVIEW OF BOARD MEMBER ASSIGNMENTS [5 MINUTES]

7. FUTURE AGENDA ITEMS [5 MINUTES]

ADJOURNMENT

Meeting was adjourned at 2:35 p.m.