



Sustainable Food Policy Board

MEETING MINUTES Monday, November 9, 2015

Board Members in Attendance:

Alexandra Evans, Sharon Mays, Jessica Gaffney, Carla Jenkins, Adrienne Haschke, Jake Carter, Felipe Camacho, Errol Schweizer, Kathy Green, Dominique Bowman, Erin Lentz, Dustin Fedako

Absent Board Members:

None

Staff in Attendance:

Amanda Rohlich, Edwin Marty, Meredith Gray

CALL TO ORDER

Board Chair Kathy Green called the meeting to order at 6:02 pm.

1. CITIZEN COMMUNICATION: GENERAL

Speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda. -- None

2. STAFF BRIEFINGS

- a) **Marcel Elizondo, City of Austin, Supervisor Environmental Health Services Division:** Updates on outreach – email blasts to send updates and engage stakeholders, quarterly newsletter, Austin FoodWise.
- b) Questions from Board Members:
 - Sharon Mays: Had to pay \$4k in permits for recent event, price increase is a hurdle for non-profits. Can you please give more information on how we got to this point?
 - Marcel Elizondo: October of 2014, all departments were encouraged to bring permits up to cost of service which was a resolution passed by previous council. Prior to this resolution, the City was losing money to general fund. When current council has spoken to this issue, CM Ora Houston and CM Delia Garza weighed in. CM Pio Renteria expressed concern for the small “mom and pop” productions and suggested an exception for one booth, one vendor, one single event. All others went forward with cost of service model.
 - Carla Jenkins: Who qualifies for the reduced permit fee?
 - Marcel Elizondo: In 2013 there was an annual permitting system. Farmers market vendors are no longer considered special event vendors.
 - Erin Lentz: Can you talk about starting new food business?
 - Marcel Elizondo: Our office has a canned response that is sent out to email inquiries. They are currently working on improvements to the website. Three dedicated staff to handle farmers markets.
 - Erin Lentz: Do you provide resources in other languages?
 - Marcel Elizondo: Currently working on Spanish. All information is embedded in applications so someone would not easily be able to use the Google translate feature on website to get multilingual information. They are currently working on shifting information out of application and on to website.
 - Edwin Marty: Can board help allocate resources to that endeavor? Important to consider whereby 50% of mobile food vendors are monolingual Spanish speakers.
 - Carla Jenkins: This board is advocating for mobile farmers market. What codes should we aware of in preparation of this work?
 - Marcel Elizondo: Texas Food Establishment Rules – the new version can be found online
 - Kathy Green: Thanks for coming and encourages both HHSD and SFPB to keep lines of communication open.
 - Marcel Elizondo: Able to provide advice on health food and safety.

3. APPROVAL OF MINUTES FROM SEPTEMBER MEETING

- a) Board Member Carla Jenkins motions to approve the meeting minutes from 10/12/2015 meeting
- b) Board Member Sandra Evans seconds the motion to approve
- c) All are in favor of approving with minor corrections; none opposed one abstain Erin Lentz

4. OLD BUSINESS

a) **Board Infrastructure & Protocol:**

- 1) Vacancy—where does this stand? The vacant position is a Travis County position. Recommendation to find farmer. Asked Grow Act to send email to recruit. Jenkins—do they have to be from Travis County? Have to live or work in county.

- 2) Boards and Commissions Task Force Information Update

- a. New by-laws:

Minimal revisions:

- i. The name has changed to Austin Travis County Food Policy Board
- ii. Some dates changed
- iii. Service for Board Members changed from three to four years
- iv. Article 3e--Active military service is an excuse for not being at a board meeting
- v. Article 4a—Edwin is checking on new language
- vi. Article 4b—date changes from Oct 1 to April 1
- vii. Article 4c-- date changes

- b. Question from Board Members

Erin Lentz: Request for clarification on agenda items and backup documents and posting 72 hours prior?

Edwin Marty: No action needed unless you do not approve, in which case auditing committee would need to be approve.

Board Member: Can something be voted on if not stated in the agenda for action? Edwin Marty is looking into this.

Kathy Green: question about appointment dates. Everyone appointed by city was appointed starting July, so four years from July?

Carla Jenkins: What about County?

Edwin Marty: County honors all changes that the City makes.

Adrienne Haschke: Changing of name? What is the impact of taking out “sustainable”?

Kathy Green: Confusion between Sustainable Food Center and Sustainable Food Policy Board.

Typo noted by Board Member--Superscript on April Article 4c.

Alexandra Evans: Question about data collection. Purpose and duties is amendable

Article 4a: change in Edwin’s copy is slightly different than what board has.

Edwin Marty to report back on 4a

Next steps: signature and post to web

- 3) Review Board Members’ meetings with City and County Officials

- a. Carla Jenkins: Accompanied Edwin Marty to visit County Commissioner, Gerald Daugherty, Edwin Marty and Adrienne Haschke met with Commissioner Daugherty as well. Very receptive. Discussed pilot project. Wendy Scaperotta —RFP to use Travis County property for farm production. Doing an inventory of Travis County properties that could be leased at some rate (below rate), work on outreach. Possibly 1-3 opportunities for for-profit and non-profit. Under ten acres. Carla Jenkins—what is the purpose of pilot? Edwin Marty: To see if there is demand from producer community, they have property. Wendy Scaperotta to present to board
Alexandra Evans—mentioned presentation from Los Angeles that had similar model and will send presentation to group to review.
- b. Adrienne Haschke reached out to Adler’s office
- c. Upcoming Strategic Planning Session. Start at 4:30 pm to have ample time to do a strategic planning session. Need facilitator. Secure room for 4:30-7:30

Errol Schweizer has someone in mind to reach out to for facilitation. Meeting will be potluck style. Edwin to confirm whether the strategic planning session can be closed to public. Topics to consider in meeting: How to do community outreach? How do other Boards and commissions do outreach? Outreach commission to improve inclusion. Think about what board needs to work on and accomplish in the upcoming year.

- b) Board Recommendations Follow-up
 - 1) Supplemental Nutrition Assistance Program Outreach/ Incentives – confirm that is now annual allocation from City.
 - 2) Local and Healthy Food Procurement – had conference call with Good Food Policy Program; how to adapt this model locally. AISD / UT on board. Develop a pilot with one institution. Farm labor groups missing link. Erin Lentz has student working on farm worker rights in South Texas. Aggregate demand by banding together multiple cities to enact national change with larger distributors.
 - 3) Healthy Food Access Update -- \$400k allocated, series of RFPs, money must be spent by Sept 2016.
 - a. Healthy corner store initiative. Question of which zip codes will be included. RFP split into two. Evaluation component to the healthy food access to be able to show return on investment.
 - b. School and Community Farm Stand Support, help brokering produce to these efforts.
 - c. Mobile Farmers Market, DDIP – going to council on Thursday.
 - d. Above and beyond \$400k, obesity prevention specialist position being funded.
 - e. Office of Sustainability is also receiving funding for temporary staffer (intern) for next 6 months.
 - 4) Urban Farm Ordinance, City Council Memo – no updates

5. NEW BUSINESS

a) Working Group Briefings and Recommendations

1) Working Group Break-outs

a) Codes and Ordinances Working Group

Sharon Mays: Edwin and Sharon finished cover letter. Next step is to take paper and make presentation as community outreach tool that others could use to start the conversation. Paul DiGiuseppe has asked that board members get involved in Sound Check. Nov. 18th. Sharon Mays to forward Sound Check information to board.

Board conversation: Vertical farming in warehouses. Errol Schweizer —any research on revenue from converting warehouse into vertical farms?

Edwin Marty to add to scope of regional food shed study proposal.

Dustin Fedako: The Board to consider tabling at Sound Check?

If warehouse gets taken out of use –zoning; food use cannot go into brownfield (previously used for automotive uses)

Errol Schweizer: How have other cities navigated this?

Dustin Fedako: Consider ReVerse Pitch model for food

b) Farmland Preservation and Access Working Group

Adrienne Haschke: last meeting at Green Gate Farm. Judith McCreary HB 295, how to pass similar bill. Working group to consider creating separate task forces for various items—legislative, codeNext (liaison), County, City. Green Gate started campaign. “Keep our Green Gates” open to stay on property and farm. Working group may come in January asking for letter of support. Recommendation—review; terms more clear and citations—done. More clearly defined financial asks, more clear guidance. Financial ask, increasing to \$100k, leveraging other potential funds and disperse responsibility. Competitive RFP process, Ken Meters for food studies. Specific ask--don’t yet know specific questions. One active member has put together list of questions and is likely to come to board in January.

Felipe Camacho: Goal to get a vote in Jan or Feb by the latest to get it finished in time for next budget. Need a map of region with prime farmland and most important to preserve.

Erin Lentz: When considering impervious cover and flooding; where might you prioritize farmland preservation to reduce risk of flooding? What is the role of farms in disaster resilience?

Kathy Green: Which areas are being considered when referring to “regional”?

Adrienne Haschke: Coordinate with CAPCOG--10 county region, but doesn't think we need to coordinate with all ten counties. Edwin Marty to send CAPCOG staffer contact: Chris Schrect

To add to recommendation—“ whereas CAPCOG has expressed interest”

- c) Retail Capacity Working Group
Carla Jenkins—group is meeting Thursday

b) **Review of Board Member Assignments**

- 1) Edwin to check in on the omission in bylaws on Article 4 Subsection A
- 2) Alexandra Evans—to send out presentation from folks in LA who did similar thing
- 3) Errol Schweizer to reach out to his facilitator contact for strategic planning facilitation
- 4) Meeting will be potluck style, please bring something to share
- 5) Edwin Marty to confirm whether the strategic planning session can be closed to public.
- 6) Everyone to have earlier start time and think about what board needs to work on and accomplish
- 7) Sharon Mays / Edwin Marty to send out information on Sound Check event
- 8) Edwin Marty to send CAPCOG staffer contact: Chris Schrect to Adrienne
- 9) Edwin Marty to add to scope of regional food shed study proposal.

6. FUTURE AGENDA ITEMS

- a) Strategic Planning Session
- b) Wendy Scaperotta to present to board
- c) Advocacy training beginning of 2016

ADJOURNMENT motion by Carla Jenkins and seconded by Jessica Gaffney at 7:35