



New Haven Food Policy Council

Meeting Minutes December 19th, 2012

Attendees:

Council members: Monique Centrone-Stefani, Frank Douglass, Tagan Engel, Roberta Friedman, Anika Johnson, Frank Mitchell, Dawn Slade, Alycia Santilli, Maria Tupper

Affiliate and community members: Nicole Berube, Catherine Bradshaw, Caty Poole, Luray Shepard, Sarah Tracy-Wanck, Cara Donovan, Jacquie Lewin, Sonja Ahuja, Lanissa Gardner, Brian Springsteen, Liliana Kearson, Kala Cuerington, Albert Waide, Pamela Allen, Brooke Logan, Laura Mattaliano, Robin Golden, Brad Armstrong, Jill Meyerhoff, Meredith Newmen, Ahna Johnson, Kate Ballantine, Ellen Pendergast

8:00-9:00am:

Structure Committee update – CEIO – 1 hour

Discussion of three initial interrelated topics:

1. Impact of formalizing structure and operations (i.e., creation of bylaws) on FPC culture – Alycia S.
 - Discussed the need for structure to be in place in order to move forward and what the impacts of such structure on the FPC's operation will be. How formalized should the structure be? Do we want this structure to change our "grassroots" feel? We operate differently than most city commissions. For example, we have an affiliate status but we also have no formal process for determining how to become one. Agreed that we need to clarify the status of all NHFPC participants – members, affiliates, others.
2. Operation of Working Groups – Monique C-S.
 - Working Groups are a new area. If they become part of the bylaws, they can't grow organically the way the NHFPC has. How/if we should put them down on paper? Working Groups are a way to have an ongoing dynamic relationship with community and to create awareness of NHFPC in community. Implications – it was recently suggested that FPC members have to be on a Working Group – this wasn't originally a requirement. Cost/administration – who is responsible?
 - Reviewed paragraph XI of the draft bylaws. Rob F. – working groups convene "from time to time"? Is that too general? Robin G. – that language provides room for change in future. Groups may only operate several months of the year, a project may end, etc. Catherine B. – should Working Groups be ad hoc rather than standing committees? Robin G. – they are in draft because of the desire to formalize and standardize outreach into community. The idea is to have them in there but not be too specific as to how they would operate. Tagan – Working Groups are not just for community engagement, but also to foster collaboration with city departments and community organizations. Jacquie L. – the draft language allows for flexibility and growth. Alycia S. – is it an expectation or a requirement for members to be on a Working Group? Rob F. – what are consequences if a member doesn't participate? Robin G. -- that could be added to bylaws – what happens if a member doesn't meet expectations. Anika J. – for example, she foresees not being able to make day meetings. Tagan – members shouldn't be required to take time off from work to participate in the Council. We need to have a conversation about day vs. night Working Group meetings. Alycia S. conclusion: it is requested rather than a requirement that members be in a Working Group. Nicole B. – also need to determine responsibilities of affiliate members.

- Working Group administration – Monique C-S. Who handles setting up Working Group meetings, meeting space, any financial burdens? Tagan – administrative tasks shared between WG chairs and Ellen P. Tagan – we identified some of these responsibilities as guidelines for setting up the Working Groups initially; she will send the document to council members. Most responsibilities fall on the chair – making sure notes are posted to Google Docs, notifying groups regarding meetings, sending bullet-point summary of meetings to Ellen P. for monthly update. Chair or NHFPC member of group to attend monthly FPC meeting to report on Working Group status. Robin G. – suggested that we add working group guidelines into bylaws. Guidelines also include information on mandate/authority of Working Groups. Catherine B. – need to make sure Working Groups are working in concert, avoiding duplication. Don't want to constrain them but need to coordinate their work.
3. Structure supporting advocacy/policy interaction with FPC and Working Groups – Robin G.
- What does “policy” mean to this group? Alycia S. – difference between action-oriented, programmatic items vs. policy. “Umbrella” group as resource. Rob F. – NHFPC should be more policy-oriented than we have been. Frank M. – we have policy, just nobody legislatively to push it forward. Alycia S. – do we need focused policy group/representative as an adjunct to actual work of FPC. Robin G. – no time at monthly meetings to cover this, maybe we need a focused committee. Tagan -- From a functioning standpoint, we need that. FPC is about advocacy. Policy is about gathering public support and figuring out how to put it into action and moving it into city legislation – we're missing the last piece. How do we involve the alders – for FAP issues and others that arise. Establish a Policy and Advocacy Committee to help determine which policies from FAP would be addressed first, help to write language, etc. Robin G. – there are constraints on lobbying but advocacy is okay.
 - Robin G. – Have run out of time. To further this discussion, how many more meetings do we need, or should we have a retreat, etc.? Maria T. – critical to get this work done so we can move forward. Sonja A. – should we take another hour of January meeting, then plan retreat? Voted to hold retreat first, then come back to FPC with items resolved, take part of February meeting to finalize/have the council vote on by-laws.

9:00-9:45am:

Working Groups – 20 minutes

Update of each Working Group:

- Food Assistance – Billy B. is chair. Have met once, changed name to Food Assistance from Emergency Food, currently building a network of communication to address less food, more demand.
- Cooking & Food Education – Cara is co-chair. Have met two times. Initial goal is to determine resources, connect them with volunteers and training sites. Creating a document of everything we know so we can start reaching out to create satellite sites, spread classes throughout city, get the word out that this is going on.
- Economic Development – Kate is co-chair. Group includes agricultural business. Met once to establish groundwork, brainstorm. Developing a resource guide.
- Urban Agriculture – School Gardens, Jacquie L. Many resources involved – Land Trust, YSFP, Common Ground, community members. Structure, database, ground work conversation. Community & Backyard Gardens, Maria T. – concerned about splitting group up into two committees. Losing energy and coordination of process – should work together! Same issues.
- School Food – Tagan E. Have met once. Youth Unleashed, Steve Updegrave attended, decided to focus on City Wellness Plan to help enforce it and make it more visible. Youth having more voice in school food, create subgroup? Kala Cuerington and Susan O'Leary are co-chairs. Would like to investigate Neighborhood Housing Services location for future meetings.

Tagan is having conversations with chair people re: responsibilities, moving toward action.

Alycia S. – concerned about number of sub-groups that are forming. Tagan – this is a growing process. It will take a couple of months to iron these issues out. The point is to create a forum for communication across

these various issues. We will fold people back in over time, once the group structure and reporting are better defined. We will have five Working Groups starting in February.

Emergency Food Provider Proposal – 4 minutes

Power restoration priority during disasters.

- Status – Diana R. not able to be here today. Luray has had a conversation with Diana about obtaining a grant for a generator.
- Tagan – need to talk to City about what city preparedness is so that we have a baseline – don't know if this has happened yet. Dr. Garcia – UI doesn't seem to have a way to identify and prioritize certain areas, technically very difficult to do. Priority list doesn't really offer any guarantee that they will get power back. Backup generators through other funding might be better solution. Vs. ready to eat meals. Dr. Garcia to get involved in this conversation.

Council member seat update – 3 minutes

- Youth member – potential members from New Haven Academy

Food Action Plan – 3 minutes

- Alycia S. – lag on FAP due to start-up of Working Groups. Working on final copy edits, suggestions from Food Summit. Have made three changes to two strategies that the Council needs to vote on.
- City-wide collaboration of health care providers to adopt standards/tools to promote health education/behavior change -- Strategy 14b. Dr. Garcia -- Community health centers more on board than hospitals. Dr. Garcia in favor – get primary care providers on same page. Complicated due to reimbursement discrepancies. Anika J. – should it be an agency collaboration rather than city-wide? Dr. Garcia – what is the meaning of city-wide? Many residents go outside of City of New Haven for health services – do we mean greater New Haven? More funds may be available for this effort in the Affordable Care Act. Need to adjust language in this strategy – address via email.
- Compost – Tagan E. – added language throughout FAP to address composting. Didn't want to add a new strategy – added actions to Strategy 10. Council voted; composting language was approved.

Communications – 10 minutes

Expanded email distribution list – proposal for core list, city officials and key leaders list, funders, separate tabs for each working groups.

- Need to have more direct communications, more contact with city officials so they will know us and read our emails. We should start sending our communications to alders and city officials without worry.
- We should limit forwarding of information unless it's very relevant to our work.
- We will continue to use our best judgment about who should receive what emails.
- Make sure Constant Contact emails are also sent in HTML form

**Next Food Policy Council Meeting
Wednesday, January 16th – 8:00-9:45am
City Hall Meeting Room #3
Contact: Staff@NHFoodPolicyCouncil.org**