



New Haven Food Policy Council

Meeting Minutes November 28th, 2012

Attendees:

Council Members: Monique Centrone-Stefani, Fred Cofrancesco, Tagan Engel, Roberta Friedman, Diana Richter, Dawn Slade, Alycia Santilli, Maria Tupper

Affiliate and Community Members: Nicole Berube, Catherine Bradshaw, Laura Mattaliano, Cara Donovan, Jacquie Lewin, Ashley Kremser, Danyel Aversanti, Nate Wong, Mary Gates, Joe Attwater, Emily McCabe, Amanda Tripp, Jamilah Rasheed, Liliana Kearson, Ramone Brown, Kate O'Shaughnessy, Kate Walton, Robin Golden, Steve Updegrove, Sonja Ahuja, Steve Werlin, Billy Bromage, Ellen Papciak-Rose, Mike Piscitelli, Ellen Pendergast

Food Action Plan

- All known revisions to date have been made. Tagan will send finalized draft by email to Council for any additional revision suggestions. FAP Committee to finalize during December. Will vote on final draft at December 19th meeting and decide when to submit it to Alders.

Council member seat update

- Dawn Slade is official as Council member. All 11 seats are now filled.
- Youth member – potential youth members from New Haven Academy attended the meeting, Ramone Brown and Liliana Kearson. They would like to share the seat because it is a youth position and a single student may not be able to attend every meeting. Robin suggested having one official member and one alternate member, which is how it is handled in other city departments. Took vote on one official plus one alternate, which passed. Both names will be submitted to Alders.

Emergency Food Provider Proposal – 5 minutes

- Power restoration priority during disasters – Diana
- Downtown Evening Soup Kitchen had no electricity for eight days following Hurricane Sandy. UI and City Hall were unable to expedite help. DESK lost food and was unable to provide service to people who needed assistance. Is there a priority list for power in New Haven; is DESK on it; if not, could they be? Need to contact City Hall to find out how to remedy this situation during a disaster. Kate Walton noted that there is a statewide network regarding priority list for emergency food providers. Steve Werlin stated that City has a disaster preparedness group but since DESK is not city property, it does not apply. Given the urgent nature of this issue, discussed whether it should be addressed via the Food Assistance Working Group or directly by DESK/ Diana with the City. Tagan noted that there are many emergency food groups in New Haven – shouldn't they all be on such a disaster priority list? This is a bigger issue than one location. Billy B. stated that Council should work to develop a procedure that incorporates more than one facility. Council members and others at meeting agreed to support a letter to City from the FPC about supporting emergency food providers during crisis. Process for drafting letter – Diana and Steve Werlin to draft with input from Kate. They will submit letter to council members,

affiliates and FA working group for review and comment. Council member to vote on final letter at December 19th meeting.

NHFPC Administration items

- Ellen Pendergast – Council Staff – clarification of responsibilities
 - Ellen provided overview of her background, support provided to FPC to date and responsibilities moving forward. Due to initial efforts preparing for Food Summit and launching Working Groups, about half the funding for the position has been used in the initial ten weeks since her hire. Robin noted that it's important to fund the position for responsibilities relating to the monthly FPC meetings rather than having her support the working groups. Maria suggested that it is a good time to ask for more financial support from the City given recent visibility resulting from success of Food Summit and other public events. Alycia noted that structure committee will explore how money is allocated so that it can be spread throughout the year rather than spent on a specific event. Will discuss asking the City for additional funds at December 19th meeting. In preparation for that meeting, Alycia, Sonja, Maria, Nicole and Tagan will research history of funding, current asks, etc.
- Tagan Engel – Community Food System Coordinator – position clarification
 - Tagan's new position at CitySeed, Community Food System Coordinator, started in April. Has spent her time thus far dedicated to FPC/FS/working groups. Her new role focuses on community engagement around food issues – cooking, Cooking Matters, mobile markets. CitySeed is administrator of FPC and a partner to perform community outreach. Tagan's position will help support Working Groups to the community, help to get city officials involved. Tagan is developing her position at CitySeed. Has been Chair of FPC for two years and would like to transition out of that role, have other people take on more leadership roles. She is open to being co-chair for a period of time. Rob F. suggested that Tagan set a date to step down. Structure committee to make recommendation regarding naming of new chair.

Structure Committee update – CEIO

- Monique provided update on progress and discussion with the NHFPC -- there are so many big issues that the Committee is taking up that they can only provide a broad overview at this meeting. The Structure Committee would like to devote the first full hour of December 19th meeting to review items that need council approval and attention.
- In general, the Committee's role is to codify the rules and structure of FPC. They have met four times, have worked out a structure where they meet separately and then meet with other members as required to review fiscal relationship, etc. They are not a decision-making body, have no power to approve, they are researching and bringing recommendations to the Council about a proposed structure, how things can be done, calling special meetings to resolve more difficult issues, formulation of bylaws. Detailed minutes of the Committee's meetings are available from Sonja. Maria suggested making notes available to everyone, as it is helpful to know what they are doing. Sonja stated that the group spending a lot of time and thought on these matters, that she is impressed with dedication and working relationships that have evolved. Have not yet set up mechanism for distribution of information – in interim if anyone wants their notes, let Tagan, Sonja or Ellen know until a more formal system is set up. Notes will be made available before the December 19th meeting so that everyone is informed and prepared for a fruitful discussion. Bylaws and key questions will be brought to group.
- Update from Robin Golden: FPC is a municipal citizen volunteer advisory board – distributed a document outlining definition and potential purposes of such a board – to involve community in processes that help shape policies of local government. We are technically a commission according to the City, but that's okay. Issue of what is policy?

Work should be structured on shaping policies and helping to transform policy decisions. Need to develop procedures, make determinations regarding how we respond to issues.

- Catherine noted that Working Groups are involved in implementation – it is critical that we have people doing the work. How does that mesh with this structure? Policy vs. implementation. Role of working groups and FAP – have to have roots in community. Working Groups connect council to community. Is the policy committee still in play? Alycia stated that the structure committee has not come to a conclusion on that yet. Working groups are getting started on implementation – we need to be able to guide them – should be a priority to figure that out. If working group wants to write policy (legislative services) who does that? Nicole noted that FPC is not operating under a city department, and it is an FAP strategy to get a person in that role. Alycia stated that we will have a discussion December 19th meeting regarding role of CitySeed/City/FP Council – this is example of a key question that needs robust discussion – will devote one hour at next meeting.

Working Groups

- Tagan gave an overview of Working Groups and information packet that was/is being distributed at them – meeting purpose and agenda; Working Group guidelines including mandate, structure, roles and responsibilities; key actions for each Working Group that have already been identified/begun; notes from FAP that apply to each group.
- Catherine is pleased by the direction of both the groups that have met so far – they focused on how to create systems, improve communications to people being served. Steve U. – more action-oriented than policy-oriented last night. Monique -- we are at a junction right now. Are Working Groups part of Council or their own entity? Always going to be overlap between policy and action. Catherine – they are part of the FPC at this point.
- Tagan noted that we need to have reasonable expectation for council members – responsibilities; if not able to do them, ask them to leave; how many meetings do they need to attend; responsibilities to working groups? Is this part of structure committee recommendations? Alycia stated that they can take it on. Will be part of December 19th discussion.

NHFPC Celebration Party – FRIDAY, NOVEMBER 30TH, 6:30 PM @ THE GROVE – 71 ORANGE ST

Communications

- Tagan and Ellen to make recommendation regarding expanded email distribution list – proposal for core list, city officials and key leaders list, funders, separate tabs for each working groups. Will distribute to Council members along with actual lists for review and comment.
- City Web site - www.NHFoodPolicyCouncil.org – up-to-date
- www.CityKitchenNH.org
- Plan for newsletter/Constant Contact updates

Announcements/other updates

Danyel @ Carte Blanche – restaurant incubator, all aspects of learning about entire food system – from growing to disposal. In gestational stages. No location yet – Red Lentil? Pop ups. Brazilian on Orange street. Downtown location. Selling tickets vs. foot traffic.

Mike Piscitelli – wants to work with FPC on business development, jobs. Entire kitchen is available at Gateway Long Wharf – shared space? NHFPC email list – job creation tool there. Community services.

Next Food Policy Council Meeting
Wednesday, December 19th, 2012 - 8am - 9:45am
City Hall Meeting Room #3
Contact: Staff@NHFoodPolicyCouncil.org