



New Haven Food Policy Council

Meeting Minutes

May 15th, 2013

Items Voted on:

1. **BUDGET ALLOCATION TO CONTINUE NHFPC STAFF POSITION - UNANIMOUSLY APPROVED BY FPC**

Attendees:

Council members: Monique Centrone Stefani, Tagan Engel, Diana Richter, Alycia Santilli, Anika Thrower, Maria Tupper

Affiliate and community members: Nicole Berube, Catherine Bradshaw, Caty Poole, Sarah Tracy-Wanck, Billy Bromage, Cara Donovan, Jacqueline Lewin, Sonja Ahuja, Kate O'Shaughnessy, Alex Cordova, Amanda Tripp, Lynne Bonnett, Chris Schweitzer, Rick Mayer, Isa Bolotin, Jamilah Rasheed, Steve Updegrove, Justin Elicker, Doug Hausladen, Matt Goldstein, Ellen Pendergast

FAP Implementation Priorities

- On April 5th the Policy Advancement Committee met with group of alders who expressed interest in continuing to work with NHFPC on the Food Action Plan at the March 18th briefing. The purpose of the meeting was to begin to prioritize the actionable items within the Food Action Plan. School food emerged as a top issue, as well as healthy food zones around schools.
- Aldermen committed to initiate relationship-building with other aldermen around FAP issues and to drafting a letter of support to the Mayor's office for the Food System Director position.
- **Action**
 - Continue to follow up with the aldermen to move the FAP ahead. This will be done through the Policy Advancement Committee (PAC).
 - Next meeting with small group of aldermen is Friday, May 17th, 8:45am, City Hall Meeting Room 3.

Food Forum with Mayoral candidates

- We are targeting the end of July for the Food Forum and to hold it at DESK; Diana will determine if that is feasible.
- There is a doodle poll in process to determine the next PAC/Food Forum planning meeting (Friday, May 24th, 9:00am, City Hall Meeting Room 3).
- In terms of determining questions for the forum, we can initiate them through the Working Groups and vet them through the Council. We will be soliciting co-sponsors, which could include financial, promotional or volunteer assistance.
- Waiting to hear from CT Humanities as to whether they will be able to assist us in organizing this event under their Food for Thought program. Jacque is in touch with them.
- **Action**
 - Approval of use of funds for forum – planning committee will develop a budget for the Food Forum and present it for approval at the June meeting (primarily printing costs).

NHFPC Administration

Fiduciary update

- Need to formalize budget procedure so that Council can make informed budget allocation decisions. NHFPC budget follows city fiscal year.
- Status of fiscal sponsorship agreement – CitySeed board hasn't approved yet.
- **Action**
 - Diana to present NHFPC budget at the June meeting.
 - Ellen to add Fiduciary Update to future agendas as standing agenda item.

Summary of Structure Committee meeting, April 25th

- In process of determining next priorities for Structure Committee. The next meeting is June 5th. There will be a conversation about the ongoing management and leadership of Working Groups at that meeting.

Council voted on budget allocation to continue NHFPC Staff position

- Council voted and approved.

Confirm funding to be used for an NHFPC card/handout as approved in previous budget

- Tagan stated that the Council previously approved using funds to produce a NHFPC marketing piece for promotion. With so many events over the summer, we should do it now. Tagan thinks we need about \$500 for printing.

Content of Annual Report

- Monique recommends that we collect information for the annual report systematically throughout the year in order to minimize the effort at end of year. Include activities, policies, projects, financials, composition of the Council, communities, responsibilities to work we are committed to do. Clarification of this process is part of the work that the Structure Committee is addressing.
- Catherine suggests that we make efforts to measure impact; not just “how many,” but what the impact is, although it is difficult to quantify. Monique noted that if we want to do research on impact, we would need additional funding for a study of that nature.

New member suggestions to replace Monique; open Council secretary position

- Monique is moving from New Haven at the end of June; can work on Structure Committee in July. She can continue to contribute via email, phone, Skype in the future.
- Any Secretary volunteers? Primary responsibilities are overseeing adherence to by-laws and reviewing the meeting minutes.
- **Action**
 - Council will consider what representation is needed in order to develop new member recommendations.

Working Groups

Brief update of each Working Group from chair /council member representative:

- Cooking & Food Education – Cara. Lots of upcoming events. Arts & Ideas pop up celebrations with food tent, June 1st - Dixwell; June 8th - Fair Haven. Developing programming for public kitchen with New Haven Farms -- cooking demos, interactive activities. Recruiting adults and teens for “train the trainer” program.
- Economic Development – Kate O. Because Economic Development is a broad topic and it is difficult for people to attend multiple/overlapping meetings, have determined that Economic Development is a project-based group that is currently focused on Composting, which is meeting as a separate committee. The Economic Development WG will continue to meet, but less frequently to check in on new projects. Maria Ortiz continues to work on the food resource guide – infographics on how to start food business in various categories. Catherine noted that Economic Development is an area that could demonstrate the most impact to the City. The group needs council member involvement to assist/lead that effort.
- Food Assistance – Billy. Updating Town Green Street Sheet. Street Sheet is downtown-oriented; also developing simple neighborhood-oriented sheets with Food Bank and InfoLine. CARE is drafting a SNAP advocacy letter to give to people at screenings. Developing a fact sheet to use in legislative advocacy; to be finalized at the June Food Assistance WG meeting, then presented to the Council at our June meeting for review/approval. In conjunction with End Hunger CT, host training for anti-hunger advocates – SNAP, WIC, emergency food, food for seniors – need actual people from these groups to obtain narratives of those who are affected by these issues (in both English/Spanish). Delegation to meet with Rep. Rosa DeLauro re: Farm Bill. Kate Walton re: commodity food program for seniors and children -- CT doesn’t have this program; perhaps Rep. DeLauro could assist.
- School Food – Tagan. Food Service 417 Workers held an event on City Hall steps last week, Let’s Cook in New Haven, advocating for better food, more jobs. Tagan is having individual meetings with them. A new Food Service Director was hired yesterday; former director of New London school district. Tagan is working on Farm to School grant – interviews with parents, students, workers. Purchasing of food, city bid process. Recruiting for stipended position for kitchen inventories; many food service workers responded. Makes sense to use the workers who know the kitchens for the inventories.
- Urban Agriculture – Jamilah. Developing list of garden volunteers. Determining how much land is available in the city for gardens. Compiled urban agriculture workshop list for the year in English/Spanish. Working on letter to the mayor proposing critical items where the City can support urban agriculture. The letter consolidates many broad “asks” under the umbrella of basic infrastructural support – land, water, materials for tenting, capping, etc. The letter will come to the Council for approval. Meeting with aldermen re: lease NHLT renewal on May 23rd at 6:00pm.

Discussion of on-going management/leadership of Working Groups

- Nicole stated that before we can make a decision, we need to determine if it is best for CitySeed to take over the Working Groups, and why? What could CitySeed bring that isn't happening now? Issue is, administration of the working groups/meetings is time-consuming. The Council doesn't have the capacity to oversee them. How do the working groups relate to advancing policy, the Council's primary mission? Is it outside of purview of the Council to oversee Working Groups? They need leadership development to move them forward, which requires funding. In order to make FAP strategies happen, we need dedicated resources to keep moving it forward.
- **Action**
 - Determined that we need to address this issue in a separate conversation. Nicole would like working group chairs/co-chairs to participate in the separate meeting.
 - Ellen/Alycia will organize their attendance as part of next Structure Committee meeting on June 5th.

Anaerobic digestion for generating energy from organic waste

Lynne Bonnett and Chris Schweitzer, New Haven Environmental Justice Network, reported on bringing this technology to New Haven.

- Yale Facilities asked the City of New Haven to consider a proposal for local anaerobic digestion to handle their organic waste (currently it is trucked to New Milford). They need five acres of land in port area near a steady source of organics and power grid. The City proposes a community discussion about using anaerobic digestion by initiating meeting to learn about it, inviting Yale to participate and talking to vendors to determine how waste streams can be segregated and if/how this could be economically practical.
- Requested meeting with NHFPC to find out if the Council wants to participate in moving this forward; what is the best way to engage the public on this topic; is there support for it apart from Yale?
- Determined that this is pertinent but ancillary to the Council's work, and that it would be good to have a Council member engaged in it to keep Council updated.
- While this could be a very ecological way to deal with "waste", there are concerns in the community that putting food waste together with other forms of waste devalues the meaning and value of leftover food. It is unclear how widespread this concern is.
- **Action**
 - Council will identify a point person for this issue.
 - Jacquie will put them in contact with YSFP.

National Conference of Mayors conference call

- Tagan participated in a conference call on April 18th; it was the second call that the group has had, so they are just beginning. Conversation focused on EBT/Farmers' Markets. Next conference call is scheduled for this week.

Economic Development Corp. Grant Application for food business incubator (through US Economic Development Administration)

- Matt stated that the EDC is applying for a highly competitive grant for capital improvements for the food business incubator project at Long Wharf (EDA Public Works and Economic Adjustment Assistance Program). Deadline is June 13th. Goal is to get Food Incubator open this fall. EDC requests that Council draft a letter of support to accompany the grant application.
- Tagan noted that, while the Council has drafted a number of letters of support over the years, there is no official process for this to be done. Maria suggested that the executive committee should be able to determine when/if we want to do this and review/approve such letters for purpose of expediting them.
- **Action**
 - Tagan to provide background information to Ellen, who will develop a first draft of the letter.

Youth Vista 2013-2016

- CitySeed is getting a VISTA position in August for three years – Food Justice Youth Corps. Currently recruiting applicants and will be scheduling interviews. Tagan will oversee this position and connect them with local youth groups. One of five VISTAS throughout Connecticut through the UConn Cooperative Extension). Part of evolution of youth coalition.
- **Action**
 - Ellen to send out job description to inclusive email list.

Feed New Haven blog

- Still in process -- need content and additional posting functionality.
- Ellen to distribute to larger group requesting content.

NHFPC Celebration

- Catherine suggested a celebration/going-away event at the end of June. Jacquie offered to host at YSFP.

COMMUNITY ANNOUNCEMENTS & EVENTS

- Youth Summit May 18th – will have a cooking workshop from 1:30-2:30pm. Volunteers welcome to come listen to and talk with youth. Contact tagan@cityseed.org
- Arts & Ideas pop up celebrations with food tent: June 1st - Dixwell; June 8th - Fair Haven. Volunteers needed. Contact tagan@cityseed.org
- Festival of A&I, Thursday, June 27th – Marion Nestle, The Politics of Food, Yale University Art Gallery, 5:30pm

Upcoming Meeting Dates for Working Groups:

Cooking & Food Education	Monday, May 20th	6:30pm-8:00pm	City Hall
Economic Development/Food Business	Meet w/ Urban Ag Working Group or Composting committee based on interest		
Composting committee	Wednesday, June 5th	5:00pm-6:30pm	City Hall
Food Assistance (formerly Emergency Food)	Friday, June 7th	9:00am-10:30am	FISH of Greater New Haven
School Food	Thursday, May 23rd	6:00pm-7:30pm	Neighborhood Housing Services
Urban Agriculture	Thursday, June 13th	8:30am-10:00am	Gateway Long Wharf Campus

Next Food Policy Council Meeting
Wednesday, June 19th – 8:00-9:45am
City Hall Meeting Room #1
Contact: Staff@NHFoodPolicyCouncil.org