



Agenda



Santa Fe City and County
Advisory Council on Food Policy
Thursday, July 28, 2011
8:30 to 10:30 a.m.
Angel Depot Conference Room
1222 Siler Road, Santa Fe, NM

CITY CLERK'S OFFICE

DATE 7-20-11 TIME 2:10pm

SERVED BY Katherine Mortimer

RECEIVED BY [Signature]

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA
- D. APPROVAL OF MINUTES –June 23, 2011
- E. COMMUNICATIONS FROM THE FLOOR
- F. STAFF COMMUNICATIONS
- G. BUSINESS
 - 1. Americorps Cadre Recognition
 - 2. Review 2010 priorities and plan for strategic budget planning on August 25, 2011
 - 3. Position paper for Santa Fe County code development and strategy for moving forward
- H. SUBCOMMITTEE REPORTS
 - 1. Food Production and Land Use Subcommittee (S. Noss, chair; S. Warshawer; S. Hooper; T. McCarty; R. Villarreal)
 - 2. Assessment Subcommittee (B. Sopoci-Belknap, chair; P. Roy' M. Winne; K. Mortimer; T. Rodriguez; R. Villarreal; J. London, advisory member)
 - 3. Education and Outreach (K. Mortimer, chair; R. Villarreal; T. McCarty; B. Sopoci-Belknap; D. Lynch, advisory member)
 - 4. Resource and Development (T. Rodriguez, chair; S. Hooper, P. Roy)
 - 5. Procurement (P. Roy, chair; T. Rodriguez; S. Shepherd; R. Villarreal)
 - 6. Food Conference Ad Hoc Committee (T. McCarty, chair; M. Winne; S. Noss; S. Hooper)
 - 7. Nominating Committee (S. Hooper, chair; R. Villarreal; P. Roy; K. Mortimer)
- I. ITEMS FROM THE CHAIR
- J. ITEMS FROM THE COUNCIL
- K. ADJOURNMENT

Next Meeting: August 25, 2011

NOTE: All meetings of the council are open to the public. Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6520, five (5) working days prior to meeting day.

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SANTA FE CITY AND COUNTY
ADVISORY COUNCIL ON FOOD POLICY
THURSDAY, JULY 28, 2011**

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C. APPROVAL OF AGENDA	Lack of Quorum	1
D. REVIEW AND APPROVAL OF MINUTES June 23, 2011 Minutes	Lack of Quorum	1
E. COMMUNICATIONS FROM THE FLOOR	None	3
F. STAFF COMMUNICATIONS	Discussed	1-2
G. BUSINESS (Possible Action Items)		
1. AmeriCorps Cadre Recognition	Discussed	3
2. Review 2010 priorities & plan for strategic budget planning (8/25/2011)	Discussed	4-5
3. Position paper/Santa Fe County code development and strategy	Discussed	6
H. SUBCOMMITTEE REPORTS		
1. Food Production and Land Use Subcommittee	No report	
2. Assessment Subcommittee	Discussed	6
3. Education and Outreach	No report	
4. Resource and Development	No report	
5. Policy Initiative Committee	No report	
6. Food Conference Ad Hoc Committee revival	No report	
7. Nominating Committee	No report	
I. ITEMS FROM THE CHAIR	None	6
J. ITEMS FROM THE COUNCIL	Discussed	6-7
K. ADJOURNMENT & Next Meeting	Adjourned 10:07 a.m. August 25, 2011	7

**SANTA FE CITY AND COUNTY
ADVISORY COUNCIL ON FOOD POLICY
1222 SILER ROAD, SANTA FE, NM 87501**

THURSDAY JULY 28, 2011

A. CALL TO ORDER

A regular meeting of the Santa Fe City and County Advisory Council on Food Policy was called to order by Chair, on this date at approximately 8:30 a.m. at the Angel Depot, Conference Room, 1222 Siler Road, Santa Fe, New Mexico.

B. ROLL CALL

Roll call indicated a lack of a quorum as follows:

Members Present

Katherine Mortimer, Chair
Terrie Rodriguez
Bianca Sopoci-Belknap
Steve Warshawer
Tony McCarty
Sherry Hooper

Members Absent

Sarah Noss, Vice Chair (excused)
Mark Winne (excused)
Pamela Roy (excused)
Steve Shepherd (excused)
Renee Villarreal (resigned)

3 vacancies

Staff Present

Rubina Cohen

Others Present

Matthew Young, Santa Fe Food Cadre
Charmaine Clair, Stenographer

Due to a lack of quorum the agenda and minutes were not approved.

C. APPROVAL OF AGENDA and

D. APPROVAL OF MINUTES – June 23, 2011

F. STAFF COMMUNICATIONS (Revised Agenda Order)

Ms. Cohen passed out a list of what she has worked on. A summary follows:

- Ongoing committee meetings and support work.
- The Land Use Farm Production Committee is finalizing the white paper that will be included as part of the county's paper on issues regarding land use. Matthew McQueen was shown the paper and said it wasn't ready for the public. Mr. Shepherd will discuss that with Mr. McQueen. Ms. Cohen wants the

committee to decide if the document is finished and who it should go to next. She mentioned that Ms. Villarreal thought the paper could be shared for feedback with Robert in the County Planning office.

- Work was done on the Assessment survey with Ms. Hooper and the pantry leaders. Ms. London will distribute the paper to the pantry leaders and the notes would be finalized and a draft policy developed for recommendations and presented to the Food Council.
- A presentation was given to Home Grown New Mexico and about 35 to 40 people attended and were told about the Food Policy Council and their priorities and how they operate, etc.
- The Food Policy Council previously discussed the County Fair the first weekend in August. Ms. Cohen learned that no other nonprofits would participate and doesn't feel it the best use of her time. Chair Mortimer added they also don't have a lot of marketing materials.
- Two messages have been left for Rosemary Romero regarding strategic planning.
- A letter (suggested by Mr. Winne to alert public officials about procurement and the Food Policy Council) was being worked on. Ms. Roy would finalize the letter and it should go out early next week.
- The budget versus actual was passed out. The Community Foundation gave \$5000; Simon Foundation said they would give \$5000 but nothing has been received. Santa Fe County gave \$8500 and \$10,000 was received from the City of Santa Fe. Currently \$16,610 was on hand and \$30,000 was budgeted to spend and a couple of reimbursements were not yet on the statement.

Ms. Hooper noted that nothing was budgeted for the fiscal sponsorship fee. Ms. Cohen explained it was included in a different category and would be budgeted next year.

Ms. Cohen offered an idea to develop an ad hoc budget committee for FY 2012 that could include more people and those that want to be on the committee. She thought that the chair of each committee would be good to have.

The committee would be once a year to develop the budget and end once the budget was approved. The ad hoc Budget Committee could formulate the template provided by Ms. Noss to fit their needs. The In-kind Contribution Worksheet was created for each member to use and the ad hoc Budget Committee could use that in the budget process. Ms. Cohen said the process should be started now in order to get the budget approved in December and she would send an email to start.

- The AmeriCorps intern process is being done and approval is needed from the Resource Development Committee. Ms. Sopoci-Belknap had suggested the Food Council provide funding for a full-time position (32 hours) in the intern program (\$8,000 was budgeted last year) because the position has been so helpful. Ms. Sopoci-Belknap said the cost of the AmeriCorps member was about \$20,000 and she thought it important for the Food Policy Council and the county commissioners to understand the costs to do the work.

Interviews were done the previous day and a decision was hoped for by Friday. The candidates interviewed have great backgrounds and Ms. Cohen will provide supervision. The job description and information will be sent to the Food Council members.

E. COMMUNICATIONS FROM THE FLOOR (Revised Agenda Order)

Mr. Robert Griego said he came to talk about the process for the county land development code. The county would have a public input process with focus groups; one would be agriculture. The county commissioners appointed two members; Mr. Warshawer and Ms. Roy.

Mr. Griego said public meetings would begin next week with some in mid August. He provided the dates of the public meetings: Monday at the Edgewood Senior Center; Tuesday at the Pojoaque School Board Community Meeting; Wednesday at the El Dorado Community Center and Thursday at the Nancy Rodriguez Community Center. All of the meetings would start at 6:30 p.m. and the information would be on the website.

Mr. Griego said the major focus of the public input meetings was the Green Building Study and the open space and trails.

Mr. Griego also announced that the Farmer's Market at La Cienega was open. Ms. Rodriguez added that the New Mexican had a nice list of Farmer's markets, where and when, etc. Ms. Cohen would try to find an electronic copy to forward to everyone.

Mr. Griego said the county would look at the potential for the Sustainable Communities Grant applied for the previous year by RPA county/city. He said the county would look at partnerships and Duncan Sill and Ms. Roy would meet to discuss the Food Policy Council working with the county on the grant.

Ms. Cohen asked Mr. Griego about a report by the Planning Department regarding land use issues.

Mr. Griego said they had the constant decision points. He said he had discussed the white paper with Ms. Cohen and thought that could be useful. He said background summaries of the issues and how they related to the land development code were being developed.

Mr. Griego said the county has a draft but agriculture was more difficult. There were various issues related to density, water and maintaining agriculture, conservation easements etc. and different mechanisms and how the issue could be turned into code was less defined. He said the county wants to meet with the focus groups first to clearly define things.

G. BUSINESS

1. AmeriCorps Cadre Recognition

Chair Mortimer said the Food Policy Council wanted to thank Matthew Young and Jenny London for their help and input. They were given a round of applause.

Mr. Young said it was an enlightening year in more ways than one. He thought when he came to New Mexico he would just do student grad work and possibly science teacher certification. He said after a few months he realized there would be more demand for the work in the future. He proposed something with food systems in verbal media to his grad school, Antioch in New Hampshire and learned they accepted it.

He said if he hadn't spent time here he wouldn't have had the compulsion to go that route. He hoped to find as affirming a community in New Hampshire. He thanked everyone.

2. Review 2010 priorities and plan for strategic budget planning on August 25, 2011

Chair Mortimer said the priorities developed earlier in the year were included in the packet and could be used as a basis for what they want to accomplish in the strategic planning update. She asked, since she wasn't at the last meeting, for someone with a better sense of what was discussed at the last meeting to provide insight.

Ms. Hooper said the members discussed developing a realistic plan since everyone at the table was so busy. She said another focus was to stay within their mission and purpose and focus on what should be done around policy.

Ms. Cohen said several meetings led to the need to look at the strategic plan. One issue was when the Education Outreach Committee reported on an issue and there were objections to the work and someone wanted to re-look at what that committee was doing. She said the committee lost a sense of what to focus on.

Ms. Cohen said it was discussed that members don't have the capacity to do everything they want to and a lot of the work falls on her with little time to do it. She said members want to look at the biggest priorities and decide in terms of policy how to move forward with those.

Ms. Hooper said the committees want buy-in from the Food Council. She gave an example; Assessment a year and a half into the work was questioned about why some things were done. She said it was important for everyone to understand what each committee was tasked with and have buy-in and support.

Mr. McCarty said he thought that the Food Council did support what the committees wanted to do and they shouldn't focus on the dissenters. He said the committees were really about getting to the end of the policy work.

Ms. Hooper thought that point should be raised when everyone was present because it was important.

Chair Mortimer said specific strategies and priorities were developed for each committee in January.

Mr. McCarty said the Food Policy Council is a new body and makes it up as they go and the priorities were good goals to accomplish; they just need to continue. He said they could narrow their focus but new things don't need to be added in the third year.

Ms. Sopoci-Belknap said the Assessment Committee was ready to move to the next phase. She said Assessment could do more work because of staff and the staff could be offered to support the full Food Council. She thought they could build on the outline and possibly add things or identify the next steps. She thought it would help to have a clearer sense of work for those directing it.

Ms. Hooper said she talked with members who felt they couldn't contribute because they lacked knowledge in land use or land code, etc. She wanted to ensure everyone was educated about the issues and doesn't become overwhelmed or burned out. She said her fear was that the Food Council would lose good people; some members had talked about resigning.

Ms. Cohen agreed. She said part of her job description was to help educate members. She said if anyone had questions (on issues) she would like to be contacted and could send out information to everyone.

Chair Mortimer said a primer was needed to provide information for every aspect like land use or fundraising. She said no one was an expert in everything but it was important for everyone to understand the topic and how it relates in order to give feedback.

Ms. Hooper said their time needs to be managed better and basics need to be observed like starting and ending the meeting on time and giving guest speakers a specific amount of time to speak. Ms. Cohen added it was also about respect for the members and showing up on time, etc.

Chair Mortimer added she hasn't been informed when members couldn't attend.

Ms. Sopoci-Belknap said another strategic planning item could be to ask people if they were on the right committee and have people recommit.

Chair Mortimer asked if the members should design the process. She wanted everyone to commit to being present from 8:30 until noon at the next meeting.

Ms. Cohen said she made notes to discuss with Ms. Romero:

1. To look at the existing priorities and if they were realistic and if anything should be added or removed.
2. To reaffirm commitments to the committees and if people felt they were on the right one.
3. To set priorities and goals with dates. The established priorities were procurement, land use code, county food assessment and disaster response. Planning could stay in the framework of whether the goals were realistic and if they could be accomplished.

Mr. McCarty suggested homework; to look through the Food Policy Council charter and make sure what they talked about was what the City Council and Commissioners had said.

Chair Mortimer said the committee assignments should happen at the end because the process could be reorganized differently.

Ms. Cohen added that everyone should agree the meetings would start and end on time and for absences, tardiness etc. would be communicated to the chair.

Ms. Hooper mentioned Bryan Burns' column from the Community Foundation and the three things he talked about for a healthy organization. She said it might help the Food Policy Council to know what to expect in their organization and help them stay focused. She would send the column to everyone.

Ms. Rodriguez added that Mr. Burns met with the mayor and sent a proposal to the city for sustainability issues. She thought he would start with monthly meetings with executive directors through the year.

Ms. Hooper said she discussed with Mr. Burns how everyone got together once a year and got excited over all of the ideas and then another year would go by before they talked again. She said that over the last four or five years nothing would happen with the ideas after they were introduced. She said Mr. Burns hoped to provide a way for nonprofits to talk more often.

Chair Mortimer said Ms. Cohen would follow up with Ms. Romero. She suggested if Ms. Romero was unavailable that Carl Moore be contacted.

3. Position paper for Santa Fe County code development and strategy for moving forward

Ms. Cohen said this was a committee issue at this point.

Chair Mortimer said she liked the idea of a draft to the county staff to have more specifics and feedback. Ms. Cohen said that the county staff had asked for something in writing that they could share.

Ms. Sopoci-Belknap said the committee had to fight to get the paper on the list of priorities and should maintain autonomy of how it was represented.

Ms. Cohen said the county was waiting for what the Food Policy Council wants them to do to be put in writing. She said she was waiting for Mr. Warshawer to get back with her about Matthew McQueen's comments and feedback and she would make the final changes and send it on.

H. SUBCOMMITTEE REPORTS

2. Assessment Subcommittee

Ms. Cohen said the subcommittee discussed a presentation as an update at the monthly meeting but that didn't work out because of absences and vacations. She thought the presentation should be separate from the monthly meeting and would decide on a date and invite members to attend.

The members discussed the presentation and decided on Wednesday, August 17 at noon at Earth Care. Invitations would be sent to the new members also.

I. ITEMS FROM THE CHAIR

There were none.

J. ITEMS FROM THE COUNCIL

Ms. Hooper said September is Disaster Preparedness Month and the Food Council should have a plan. She asked if they should talk with Martin Vigil and Joyce Purley from the city again.

Mr. McCarty said in reference to that, he was giving the local organic Meals on a Budget classes and decided that a class on food preservation and canning could be added. He said when he mentioned the class would be great because the emergency food preparedness could be added; no one in the room knew what he was talking about.

Ms. Sopoci-Belknap asked if there were best practices on how to educate people.

Ms. Hooper said the emergency preparedness group BOAD, tried to work with the media to get information out and get people to put together a 72 hour kit but no one paid attention. She said when she sent out a press release with the fire about what was needed people immediately paid attention. She said if there isn't a disaster, people don't see the importance.

Ms. Sopoci-Belknap said she wanted the food cadre to take that on next year.

Ms. Cohen thought that people don't want to think about disaster, etc. and to call it *emergency preparedness* was too alarmist. She thought the language should be different.

Chair Mortimer suggested an emergency preparedness fair with samples of an emergency kit and giveaways. She said in California they had earthquake preparedness fairs with other fun things included for children and they were well attended.

Ms. Sopoci-Belknap said this was an opportunity for emergency and disaster to be correlated with the idea of how a person could be self-sufficient, prepared and resilient. She said the language could be tied in. She thought it would have more momentum if a bridge could be found with an emergency response community.

Mr. Young said many Americans trust the American Red Cross. He said they could partner with a local chapter or have medics or health professionals and that would bridge self-sufficiency, help the local food and keep a person alive and grounded in times of emergency or for long-term.

Ms. Hooper said she would meet with Martin Vigil and Joyce Purley to share what the Food Policy Council discussed and see what the city planned.

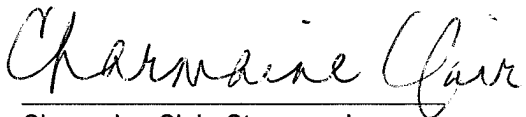
K. ADJOURNMENT & NEXT MEETING: August 28, 2011

Having no further business to discuss the meeting was adjourned at 10:07 a.m.

Approved by:

Katherine Mortimer, Chair

Submitted by:



Charmaine Clair, Stenographer