



Agenda



Santa Fe City and County
Advisory Council on Food Policy
Thursday, September 22, 2011
8:30 to 10:30
Angel Depot Conference Room
1222 Siler Road, Santa Fe, NM

CITY CLERK'S OFFICE

DATE 9-14-11 TIME 3:29

SERVED BY Katherine Martinez

RECEIVED BY [Signature]

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA
- D. APPROVAL OF MINUTES – August 25, 2011
- E. COMMUNICATIONS FROM THE FLOOR
- F. INTRODUCTION OF NEW AMERICORPS CADRE MEMBERS
- G. STAFF COMMUNICATIONS
- H. BUSINESS
 - 1. Meeting structure evaluation
 - 2. Review roles and responsibilities of Council members
 - 3. Review subcommittees and assignments
- I. SUBCOMMITTEE REPORTS
 - 1. Food Production and Land Use Subcommittee (S. Noss, chair; S. Warshawer; T. McCarty)
 - 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; T. McCarty; B. Sopoci-Belknap; D. Lynch, advisory member)
 - 4. Resource and Development (T. Rodriguez, chair; S. Hooper, P. Roy)
 - 5. Policy (P. Roy, chair; T. Rodriguez; S. Shepherd)
 - 6. Food Conference Ad Hoc Committee (T. McCarty, chair; M. Winne; S. Noss; S. Hooper)
 - 7. Nominating Committee (S. Hooper, chair; P. Roy; K. Mortimer)
- J. ITEMS FROM THE CHAIR
- K. ITEMS FROM THE COUNCIL
- L. ADJOURNMENT

Next Meeting: October 27, 2011

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**INDEX OF
SANTA FE CITY AND COUNTY
ADVISORY COUNCIL ON FOOD POLICY
THURSDAY, SEPTEMBER 22, 2011**

ITEM	ACTION TAKEN	PAGE(S)
A. CALL TO ORDER		1
B. ROLL CALL	Lack of Quorum	1
C. APPROVAL OF AGENDA	Lack of Quorum	1
D. REVIEW AND APPROVAL OF MINUTES August, 2011 Minutes	Lack of Quorum	1
E. COMMUNICATIONS FROM THE FLOOR	Discussed	1-2
F. INTRODUCTION OF NEW AMERICORPS MEMBERS	Discussed	2
G. STAFF COMMUNICATIONS	Discussed	2
H. BUSINESS (Possible Action Items)		
1. Meeting Structure Evaluation	Discussed	2-6
2. Review Roles and Responsibilities of Food Council Members	Discussed	6
3. Review Subcommittees and Assignments	Discussed	6
I. SUBCOMMITTEE REPORTS	No reports	6-7
1. Food Production and Land Use Subcommittee		
2. Assessment Subcommittee		
3. Education and Outreach		
4. Resource and Development		
5. Policy Initiative Committee		
6. Food Conference Ad Hoc Committee revival		
7. Nominating Committee		
J. ITEMS FROM THE CHAIR	Discussed	7-8
K. ITEMS FROM THE COUNCIL	Discussed	8
L. ADJOURNMENT & Next Meeting	Adjourned 10:19 a.m. October 27, 2011	8

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

THURSDAY, SEPTEMBER 22, 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 Katherine Mortimer, 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 quorum as follows:

Members Present

Katherine Mortimer, Chair
Terrie Rodriguez (arrived later)
Pamela Roy
Steve Shepherd
Mark Winne
Lynn Walters

1 vacancy

Members Absent

Bianca Sopoci-Belknap (excused)
Tony McCarty (excused)
Sherry Hooper (excused)
Sarah Noss, Vice Chair
Maria Bustamante-Bernal (excused)
Steve Warshawer

Staff Present

Rubina Cohen

Others Present

Susan Perry, for Terrie Rodriguez
Mark Griegno, AmeriCorps Food Cadre
Duncan Sill, Santa Fe County
Erin Lloyd-Ortigoza, AmeriCorps Food Cadre
Charmaine Clair, Stenographer

There was no quorum to approve the agenda and minutes.

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES – August, 2011

E. COMMUNICATIONS FROM THE FLOOR

Duncan Sill with Santa Fe County introduced himself. He said it was good to be there.

Ms. Rodriguez entered.

Susan Perry with the City of Santa Fe said she was asked to step in for Ms. Rodriguez.

F. INTRODUCTION OF NEW AMERICORPS CADRE MEMBERS

Marcus Griegno said he was from the Mountain Indian Reservation in Wisconsin as an AmeriCorps intern with the Food Cadre. He said he looked forward to working with everyone.

Chair Mortimer said another AmeriCorps person (Erin Lloyd- Ortigoza) would arrive shortly.

G. STAFF COMMUNICATIONS

Ms. Cohen said she was getting Marcus acquainted with assessment and he was doing a great job getting to know the pantry members and getting the surveys distributed so the next step of the assessment could move forward. She said there is now a Spanish version of the survey.

She said a grant was submitted to Santa Fe Community Foundation the previous month. Feedback was that it was a strong grant but because the Food Council had received money from the Foundation this year they did not receive the grant.

Ms. Cohen said a similar grant submittal would be done with McCune and is due at the end of the month. She and Marcus were updating the website. She would look at policy recommendations in other communities so the Food Council could have that when the final assessment came to them.

She said the white paper for the land use code was submitted to Robert and to the focus group with good feedback. She said Robert encouraged the white paper be submitted to the county commissioners and she would work on that next. She would then meet with each commissioner to get their support and the paper would go out to the public and media, etc.

Mr. Sill said a public hearing session would be held on the 27th at 6 PM in chambers (City Council) on the agricultural component related to homes. He suggested someone from the Food Policy Council attend and say that the Food Council had submitted a white paper.

Ms. Cohen said she would work with Mr. Shepherd to be there.

Ms. Cohen announced she would be out in February. She discussed that she would work more hours now to get things done so she could work less after the New Year.

H. BUSINESS

1. Meeting Structure Evaluation

Ms. Cohen said she made a governance chart based on the strategic planning session discussion. She said she wanted conversation around it because the structure has three larger committees and subcommittees under the

Policy Committee. Ms. Cohen said currently all of the committees have the same people and she thought it helpful for the larger committees with more responsibilities to have more people.

Ms. Roy said she and Ms. Rodriguez and Ms. Cohen combined efforts after the last meeting to create the Governance Committee and submitted a report. She said they discussed the Executive Committee and that Ms. Noss hasn't been able to participate as much and there was a gap that needs to be filled.

Chair Mortimer said she would talk with Ms. Noss.

Ms. Rodriguez said Ms. Perry has a background in nutrition, diabetes education and many other things and she would be valuable as a Policy (committee) member.

Ms. Roy said she would be welcomed. She said the work around local procurement would continue and the Food Council would continue to work with Ms. Rodriguez because of that.

Chair Mortimer asked if it was a good time to look at the subcommittees; she wanted to continue with the Education and Outreach efforts and marketing. She said the intern for the Sustainable Santa Fe Commission for the AmeriCorps Food Cadre has wonderful graphics skills and had put together impressive templates. She said with her help their professionalism in outreach communications could be stepped up.

Mr. Winne said he would like to see how the three committees would work; he wants them to be action oriented and integrated and have a flow between them.

Mr. Sill said that could be done if the Food Council walks through what they want in 12 months. They could look at whether an element was needed that was assessment related, as step one that had to occur before it could be conveyed that a resource was needed.

He said he is active in a lot of regional initiatives with that type of coordination and this was similar and he could suggest objectives and help with that.

Ms. Roy said at the last meeting it was discussed that every other policy council meeting would be a working meeting. She said a scenario could be a session around what issues were coming up in the subcommittees. She said under the land use planning for instance, the county identified the issues and codes etc. She said it would be helpful to know those issues and what action could be taken.

Ms. Roy said with assessment; what issues should be considered that look like priorities.

Ms. Cohen said she envisioned the Policy Committee sharing issues that came up with the rest of the Food Council. She asked how the Executive Committee could plug into that and said she wasn't sure how the Governance Committee could be.

Chair Mortimer said the Governance Committee could address more of the administrative issues.

Ms. Walters asked if it made sense to combine the Executive and Governance committees. She thought that would simplify the process but wasn't sure if that was correct structurally.

Chair Mortimer said the main thing to her was to have a group that was authorized to make decisions when something was happening.

Mr. Winne said he saw the Policy Committee as where the action takes place on what the group would do. He said the Executive Committee moves the ball down the field and ensures the information and could take action in between meetings.

He said the Governance Committee was how things work and the process; membership, communication and maintenance type efforts. The Executive Committee should make demands of the Policy and Governance committees which would be below the Executive Committee.

Mr. Winne said the subcommittees would report directly to the Policy Committee and discuss the issues. Specific items would be brought to the Executive Committee prior to a meeting as items to be discussed and there should be a presentation so members fully understood the issue, etc.

He said a role for the Governance Committee aside from the maintenance of the council was communication work so that land use and their relationship to the county plan wasn't just discussed but also how to talk about the issue to a larger community and put it on the website, etc.

Ms. Cohen said from the policy side, the Education Outreach Committee would get the word out, create a campaign, etc. She saw that as an ideal way to progress with policy issues that involves everyone.

Chair Mortimer thought it would be helpful to populate the subcommittees.

Mr. Winne wanted to integrate the subcommittees more. He said everyone on the Policy Committee would take up the issues and they wouldn't necessarily have to have subcommittees.

Ms. Roy said people have taken the lead on issues and the subcommittees could remain as working groups so that voice wasn't lost. When a communal decision around a policy issue was needed, those most interested could work on that.

Mr. Winne said the Education and Outreach and Assessment were permanent functions. He said Education and Outreach fit better under Governance; Assessment was research and development and the subcommittees were similar to a point person; someone with expertise.

Ms. Rodriguez asked what the motivation would be to join in. She said there has to be point people for certain things so people could hear what is happening and know how to package the information for food pantries, city councilors, etc. She thought people want to feel they could provide their expertise to the council.

Ms. Cohen said the Policy Committee would meet each month and those working on issues would share and take action. She said that also left open the ability to support issues that came up like emergency preparedness etc. She thought the working meeting was more like moving the Food Council to take action toward a policy.

Chair Mortimer said the Sustainable Santa Fe Commission in their re-organization has shorter meetings; the first half hour they meet in separate groups prior to the full meeting where each would then report out.

Chair Mortimer said a meeting could start at 8:30 and then the full meeting from 9:30 for one hour. She thought in some ways that the small groups should meet *after* the full meeting. She said immediately after the Food Council met and talked about policy issues, committees could discuss how they would market what was just decided, etc.

Ms. Cohen asked the purpose of meeting on the day of the (full) meeting if groups were already meeting outside of that. She asked if the additional meetings would be eliminated. She said she wasn't against working groups but felt the Policy Committee needs to have a meeting where the leaders around the issues discuss the policies to be worked on.

Ms. Roy said a Policy Committee meeting couldn't be held without the working group leaders. They need to meet in the same room at the same time to discuss policy issues and develop a plan, process and priorities. She thought there weren't many priorities now.

Chair Mortimer said they have the white paper and that had plenty of opportunities. She said the farm bill for example has a million things the council could take a stand on.

Ms. Cohen said three meetings should happen; the Policy Committee meeting where leaders set policy for the full council. The working groups that do the field work for assessment; put together information for education and outreach, set meetings with county commissioners, the white paper, etc. Then the full council meeting where policies were pushed or tweaked and all of the council members participated on issues set by the Policy Committee.

She saw the working groups happening before the Food Council meeting and the Policy Committee meeting separately.

Mr. Winne suggested a 2 1/2 hour meeting from 8:30 to 11:00 a.m. He said the Policy Committee would meet either the first or second half. The full council meeting would act on or look at past recommendations and recommendations from the Education Outreach, etc.

Ms. Cohen suggested the Policy Committee could meet from 8:30-9:30 a.m. and the full council from 9:30 to 10:30 a.m. and working groups from 10:30 to 11:00 a.m.

Chair Mortimer agreed that would be simpler and on an active issue another level of meeting could be set.

Ms. Roy said she recommended two weeks prior to the next Food Policy Council meeting on Wednesday, October 12, for the Policy Committee to meet to organize their priorities and understand the findings from information from assessment and the county land-use planning, etc.

Ms. Cohen said she would remind people if it would be morning or afternoon. She said staff would not be able to be with every committee and the groups would need to decide what staff should do.

Chair Mortimer reminded the members not to have more than six members in attendance.

Mr. Shepherd volunteered the conference room.

The Food Council discussed meeting place options.

Erin Lloyd-Ortigoza was introduced. Ms. Lloyd-Ortigoza said she was stationed with the Sustainability Commission working in Environmental Services with Chair Mortimer. She has a master's degree in landscape architecture with a minor in regional planning with emphasis in food production and land use. She did a piece in edible infrastructure that looked at that how to proactively plan for productive plan use along with the city development. She said she was excited to be invited to the meeting.

2. Review Roles and Responsibilities of Food Council Members

Chair Mortimer said this could happen more organically than permanent assignments.

Ms. Cohen suggested that the people taking the lead now be asked if they want to continue.

Chair Mortimer asked Ms. Roy where the group was on procurement.

Ms. Roy said this is a budget session and a bill wouldn't be appropriate. She said if there is a Policy Committee meeting they could discuss where to move with procurement and she could have Shauna join them. She said there had been shifts at the city/county and the people that worked with the senior centers and the group needs to determine the next step.

Mr. Shepherd said the county has taken a big step back in the purchasing level of food and strictly using large wholesale suppliers.

Ms. Rodriguez said that had been easier for the city too. She said the inventory and purchasing people were reluctant because they had to plan in a new way. She said they buy tons of food that could be purchased locally if planned. She said her goal on the council had been to get senior centers to buy local food.

Mr. Shepherd said that Eldorado's garden did well this year and the senior center used it to supplement food they bought. He said the state said anything that came from the garden should be inspected by the USDA inspector.

The Food Council members discussed the USDA inspection.

3. Review Subcommittees and Assignments

Ms. Cohen said the assignments were there already; Ms. Roy was the lead on the farm Bill and Procurement; Ms. Sopoci-Belknap headed Assessment; the Chair Mortimer headed Education and Outreach; Mr. Warshawer took a lead in Production and Land Use. She said if someone couldn't do it anymore they would choose someone else.

I. SUBCOMMITTEE REPORTS

Chair Mortimer said the only report received was from the Governance Committee.

Ms. Roy asked if anyone had questions on the Governance Committee report.

Ms. Walters asked about the Simon Foundation. Ms. Roy replied that the Foundation was in transition and didn't want to be a "granting" foundation but want to do programmatic work inside the foundation.

I. ITEMS FROM THE CHAIR

Chair Mortimer provided an update on the Airport Road planning initiative. She said the city is close to hiring a consultant to do community outreach and things that speak to the health of the community. She said things around the Food Council's area was looking at the creation of healthy food zones around schools and the policies on liquor sales to reduce access to underage drinking.

She said research was done on what other communities had done and the city now needs to hear what is important to the community. She said a person would come on board with a history as a community organizer that has a lot of credo; especially in the Spanish community.

Chair Mortimer said an attempt to start a merchant's association was well attended and looked like it would go forward and the Hispanic Chamber of Commerce would help facilitate.

Mr. Winne asked how they would go beyond that; what about access to supermarkets, farmers markets, transportation.

Chair Mortimer said focus on transportation hadn't been much but the grocery stores etc. was part of access to healthy food.

Mr. Winne asked that that be an agenda item.

Ms. Rodriguez asked if the report by Capital High School on the liquor stores was received.

Chair Mortimer said the group (the Committee on Underage Drinking Alliance) worked with the city as an advisory group not only on the liquor policies but also on healthy foods.

Mr. Winne asked about community gardens in that area. Chair Mortimer replied that part of the problem was there was little city land. She said first they would assess the opportunities for more city parks so that could be incorporated programmatically.

Ms. Rodriguez said a beautiful plan was done south of Tierra Contenta that has a garden and orchard space. The plan was a series of fields for recreation, garden, tennis and basketball courts and a loop from one end to the other with different areas for walking. She said the plan was presented two months ago and the MYAB (Mayor's Youth Advisory Board) was a commenter on the use of the area.

Chair Mortimer said the Sustainable Santa Fe Commission plans include looking at the development code and "greening" it up. She said the Food Council should think about other things that could be done. She said they look forward to Erin's ideas because they were cutting-edge.

Ms. Rodriguez said there were beautiful plans but money hasn't been set aside to do it.

Chair Mortimer replied that could be looked at but currently residential developers weren't interested.

Ms. Walters said she would like to work on changing the practice of bulldozing because it was cheaper.

Ms. Roy asked if there would be coordination around healthy food zones around schools since assessment would be working on the surveys. Marcus replied that wasn't discussed. He said the previous week the community foods assessment was discussed as a whole group and that was where the bridge would come.

J. ITEMS FROM THE COUNCIL

Ms. Roy said she was excited that Marcus was on board. She asked for approval for a phone for Marcus.

She mentioned she also has a food corps member, Christy Silva who came on board the same day.

Ms. Cohen reported there would be a New Mexico Food and Agriculture Policy Council meeting in Albuquerque, October 3 at New Mexico State University, 4501 University Blvd. from 11 a.m.-3 p.m.

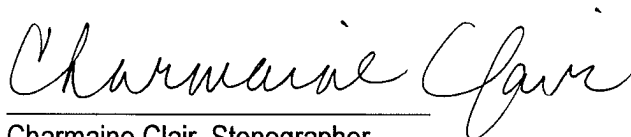
K. ADJOURNMENT & NEXT MEETING: October 27 , 2011

Having no further business to discuss the meeting was adjourned at 10:19 a.m.

Approved by:

Katherine Mortimer, Chair

Submitted by:



Charmaine Clair, Stenographer