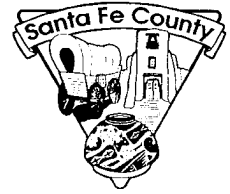




Agenda



Santa Fe City and County
Advisory Council on Food Policy
Thursday, August 23, 2012
9:00 to 10:30
Angel Depot Conference Room
1222 Siler Road, Santa Fe, NM

CITY CLERK'S OFFICE

DATE 8-16-12 TIME 2:04pm

SERVED BY Katherine Martinez

RECEIVED BY [Signature]

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVAL OF AGENDA
- D. APPROVAL OF MINUTES –July 26, 2012
- E. COMMUNICATIONS FROM THE FLOOR
- F. PRESENTATIONS/TRAININGS
- G. STAFF COMMUNICATIONS
- H. INITIATIVES AND ACTIONS
 - 1. Rancho Valle Farmland Preservation Project in La Puebla update
 - 2. Food Day- October 24, 2012
 - 3. Executive Committee
 - a. Financial Update
 - b. Presentations and Trainings Criteria and Calendar
 - 4. Governance Committee
 - a. Conflict of Interest Policy
 - 5. Policy Committee
 - a. Assessment
 - b. Food Production and Land Use
 - i. County Sustainable Growth Management Code
 - c. Procurement
 - d. Education and Outreach
 - e. Federal
 - i. Farm Bill
- I. ITEMS FROM THE CHAIR
- J. ITEMS FROM THE COUNCIL
- K. ADJOURNMENT

Next Meeting: September 28, 2012

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.

**MINUTES OF THE
SANTA FE CITY/COUNTY
ADVISORY COUNCIL ON FOOD POLICY
Angel Depot Conference Room
August 23, 2012**

A. CALL TO ORDER

A regular meeting of the Santa Fe City/County Advisory Council on Food Policy, was called to order by Katherine Mortimer, Chair, on August 23, 2012, at approximately 9:00 a.m., in the Angel Depot Conference Room, 1122 Siler Road, Santa Fe, New Mexico.

B. ROLL CALL

MEMBERS PRESENT:

Katherine Mortimer, Chair
Sherry Hooper, Vice-Chair
Maria Bustamante-Bernal
Tony McCarty
Pamela Roy
Martin Vigil
Lynn Walters
Mark Winne

MEMBERS EXCUSED:

Emigdio Ballon
Susan Perry
Bianca Sopoci-Belknap
Steve Warshawer

STAFF/OTHERS PRESENT:

Rubina Cohen, Director
Melessia Helberg, Stenographer

There a quorum of the membership in attendance at for conducting official business.

C. APPROVAL OF THE AGENDA

MOTION: Pamela Roy moved, seconded by Maria Bustamante-Bernal, to approve the Agenda, as presented.

FRIENDLY AMENDMENT: Lynn Walters said she has to leave at 10:00 a.m., and asked to move H(5)(a) Assessment, to the top of the Initiatives and Action Agenda. **THE AMENDMENT WAS FRIENDLY TO THE MAKER AND SECOND AND THERE WERE NO OBJECTIONS BY THE OTHER MEMBERS OF THE COMMITTEE.**

VOTE: The motion, as amended, was approved on a voice vote, with Tony McCarty absent for the vote.

D. APPROVAL OF MINUTES: JULY 26, 2012

MOTION: Pamela Roy moved, seconded by Maria Bustamante-Bernal, to approve the minutes as submitted.

VOTE: The motion was approved on a voice vote, with Tony McCarty absent for the vote.

E. COMMUNICATIONS FROM THE FLOOR – There were no communications from the floor.

F. PRESENTATIONS/TRAININGS

Ms. Walters said, as agreed, she spoke with Gail Hurley of Adalante. She said Ms. Hurley has agreed to make a presentation regarding cultural sensitivities and related population issues, at the Food Policy Council meeting on November 15, 2012.

G. STAFF COMMUNICATIONS

Rubina Cohen, Director, updated the Council as follows:

- Ms. Cohen has been working on preparing and submitting the McCune Grant.
- Ms. Cohen said she has submitted a report to the City of Santa Fe.
- Ms. Cohen said she will be meeting with Alena Paisano, the new Americorps volunteer, who will be coming on board in two weeks, to talk about the assessment.
- Ms. Cohen met with Marcus Grignon before he left with regard to the outreach and communication piece of the Assessment. She said he really had wanted to be involved.
- Ms. Cohen said she will be working on a plan to reach out to the news media so they know about the Council and the results of the assessment.

H. INITIATIVES AND ACTIONS

5. POLICY COMMITTEE

A copy of the Assessment Committee report for their meeting of August 17, 2012, is incorporated herewith to these minutes as Exhibit "1."

a. ASSESSMENT

Chair Mortimer said Ms. Sopoci-Belknap has been Chairing this committee, and asked if anyone is interested in moving forward with the committee while she is on maternity leave, and Ms. Bustamante-Bernal said she is interested.

Lynn Walters reviewed the Assessment Committee report. See Exhibit "1" for the specifics of this presentation. Ms. Walters said the Committee reviewed the recommendations and discussed the next steps. She said after discussion, the Committee concluded that more information is needed to confirm the recommendations. For example, with regard to the recommendation to mandate that senior centers have dietician training, they need information with regard to how many seniors live in the area, live in poverty and participate in the meals at the Center.

Chair Mortimer said she thought the Committee decided the recommendations would be less about specifics and more about goals, commenting we aren't at that place yet.

A member said more background research is needed and we need to look at the data before moving forward with final policy recommendations. Suggested preparing a one page executive summary of the assessment rather than recommendations.

Mr. Winne said he is concerned about making recommendations, such as requiring a nutritionist, and said we need "more meat on the bones" before we can do that.

Ms. Roy said they can work on the 5 pieces in general, and clarify those and in parallel work on deeper recommendations. She said we need Council and Commission feedback before moving forward.

Chair Mortimer said we need to talk in generalities before making a recommendation that something has to be done.

Ms. Bustamante-Bernal said we could say we have found a real need that needs to be addressed which would benefit the Seniors.

Ms. Walter said we could recommend improving the quality of food to provide healthy and healing foods without recommending a specific action. We can provide information and training for staff.

Mr. Winne said it definitely needs more work, commenting we really haven't had the resources to do this.

Ms. Rubin said we could recommend the stakeholders take the time to write a policy brief. She said she can rewrite the recommendations, and indicate the next steps which need to be done

Ms. Walters said we could have a preliminary report which identifies the areas without recommendations and include a deadline that a final report will be submitted.

Chair Mortimer said something needs to be submitted, because the Councilors are asking for a copy of the Assessment report. She said we don't have to submit a final report, but we can prepare an executive summary indicating what has been done, and what we are doing to move forward with a final report.

Mr. Winne agreed saying, for example, we can say we have identified a need for more healthy food at the Senior Centers, and that we want to maximize the quality of food, indicating a final report will be submitted by a certain deadline date.

Tony McCarty arrived at the meeting

Chair Mortimer said she hasn't checked to see when we can get on the Council agenda, but she believes that can be done in September at the last meeting which is September 26, 2012.

Ms. Hooper would like the Committee to provide a list of the data/information which is needed to complete the report, and Ms. Walters said she can provide that list.

The Committee discussed the report, what should be included, and what data and information is needed to complete the report, including Senior specific information, and data on Senior nutrition needs in the County. Chair Mortimer said the feedback needs to support what we are starting and what is in the works.

Mr. Winne said he thinks it would be better to do snapshots to highlight what we're already doing and connect that to the report. Mr. Winne said he wants all of the information and data to go to Ms. Rubin so she can flesh out the report

Ms. Roy suggested that the report should include information on what has been done and what is in the works, commenting that the one-stop office already is in the works.

Ms. Hooper said we need to identify the people who are being helped, the age groups, etc.

Mr. McCarty noted that Open Hands and Las Amigas are no longer in existence because they lost their funding, so those senior services are no longer available in Santa Fe.

Mr. Vigil said they served a vulnerable population, and talked about the issues involved in providing services to vulnerable populations, including seniors, when there is a disaster such as a fire, a large snow and such.

Mr. McCarty said he can contact the Northern New Mexico Service Providers Alliance for information. He said he can get information from Christus St. Vincents.

Responding to the Chair, Mr. McCarty said PMS has a program with a more far-reaching net.

Ms. Hooper wants the disaster information worked into the report so we can identify the associated issues, such as trying to get prescription medicines to seniors when there is a huge snow.

Chair Mortimer said we need to allocate our resources to get comments and numbers to expedite the gathering of information. She said we need to complete one feature of the report and send it out to the Committee for review and input.

1. RANCHO VALLE FARMLAND PRESERVATION PROJECT IN LA PUEBLA UPDATE

Chair Mortimer said there is no report in this regard.

2. FOOD DAY – OCTOBER 24, 2012

A member said September is Hunger Action Month which is replacing World Food Day.

Chair Mortimer asked if we would like to do something for visibility.

Mr. Winne said it would be a good time to launch the final Assessment Mr. Winne said we could do a series of snapshots around programs to complement the report.

Ms. Roy said Farm to School Month is in October and we could do something around getting local produce into the schools.

Ms. Bustamante-Bernal said we could get the farmers to participate and to talk to the school kids, and Ms. Walters said we already do this on a limited basis.

3. EXECUTIVE COMMITTEE
a. FINANCIAL UPDATE

Ms. Roy said there is about \$9,000 in the fund, noting there is a contract with the City.

b. PRESENTATIONS AND TRAININGS CRITERIA AND CALENDAR

4. GOVERNANCE COMMITTEE
a. CONFLICT OF INTEREST POLICY

5. POLICY COMMITTEE
a. ASSESSMENT – This item was moved to the top of the Initiatives and Actions.

b. FOOD PRODUCTION AND LAND USE
i. COUNTY SUSTAINABLE GROWTH MANAGEMENT CODE
c. PROCUREMENT

Ms. Roy said she met with Renee O'Connor, Director of Health and Human Services, Duncan Sill, North Central Economic Development District, John Ortiz, County Procurement Officer and Shana Woodworth, Farm to Table, with regard to local fresh produce to the Senior Centers.

Ms. Roy said she met with AmeriCorps and John Garcia and discussed the calendar of menus for September and discussed locally grown produce. She said Cindy Barela at one of the Centers uses local produce and is doing training on how to get it integrated into the menus.

Ms. Roy said she met with Robert Griego and there is no written Code.

d. EDUCATION AND OUTREACH
e. FEDERAL
i. FARM CODE

Ms. Roy noted the Farm Bill was passed this month.

I. ITEMS FROM THE CHAIR

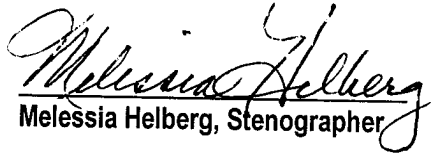
J. ITEMS FROM THE COUNCIL

Ms. Roy said the New Mexico Food and Agriculture Policy Council will be meeting on September 27, 2012, and the number one policy is healthy kids.

Mr. Winne said the organization for which he works is closing its doors. He said he hopes to do consulting. He said he is working on a local food policy tool kit and a manual on food policy councils. He said the manual is available at his website. He said he will be providing assistance to develop other programs and policies.

K. ADJOURNMENT

There was no further business to come before the Council and the meeting was adjourned at approximately 10:15 a.m.


Melessia Helberg, Stenographer

Katherine Mortimer, Chair

Assessment Committee

Meeting Date: August 17, 2012

Meeting Time: 3:30pm

Location: Angel Depot Conference Room

Attendance: Pam Roy, Mark Winne, Bianca Sopoci-Belknap, Emigio Ballon, Lynn Walters
Staff: Rubina Cohen

The committee reviewed the recommendations that were made in the Community Food Assessment in order to determine next steps.

Accomplishments:

- The committee agreed that each recommendation needs more (quick) research in order to qualify or validate each recommendation, such as include statistics on how many seniors go to senior centers, how many seniors live in poverty, how much food is being produced at school and community gardens, etc.
- The committee decided upon a process and a set of actions to take regarding the recommendations

Needs of the Committee from Staff:

- Take each recommendation and create a list of stakeholders that would apply to that recommendation
- Conduct further preliminary research for each recommendation (see examples above).
- Create policy brief sheets anywhere from 1-2 pages for each recommendation (use template that Lynn provided).

Committee Action Items:

- Review drafts of the documents that staff creates
- Make recommendations and give feedback on stakeholder list and/or any gaps in the research
- Form subcommittees around each recommendation and invite other council members to participate
- Develop process for convening stakeholders

Needs of the Committee from the Council:

- Notify committee chair or staff of any interest to join a recommendation subcommittee

Needs of the Committee from Other Committees:

- None at this time

Next Meeting Date:

To be determined

Respectfully submitted by:

Rubina Cohen, Staff (8-20-2012)

Rubina Cohen