



GENERAL MEETING MINUTES

October 1st, 2014

3:00 p.m. – 5:00 p.m.

One Parkway Building, 1515 Arch St., Room 18-029
Philadelphia, PA

ITEM	ACTION TAKEN	PAGE
A. WELCOME AND INTRODUCTIONS	Called to order at 3:10 p.m.	2
PART 1: BUSINESS/PROCESS		
B. ROLL CALL	Quorum Not Met	2
C. SUB-COMMITTEE UPDATES		
1. Anti Hunger	Discussed	3
2. Communications and Outreach	Discussed	3
3. Local Food Procurement	Discussed	3-4
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6. Governance and Membership	Discussed	5
PART 2: STRATEGY/ISSUES		
E. FPAC LONG TERM STRATEGIC PLANNING		5-6
F. OTHER BUSINESS/ANNOUNCEMENTS		6
G. ADJOURNMENT	Adjourned	6

A. WELCOME

Co-chair Sarah Wu called the general meeting of the Philadelphia Food Policy Advisory Council (FPAC) to order at 3:00pm. Meeting attendees went around the table and introduced themselves and their affiliations.

B. ROLL CALL

Roll call indicated a quorum was not present to conduct official business.

Members Present

Amy Laura Cahn	Ann Karlen	Jessica McAtamney
Nic Esposito	Esteban Kelly	Anthony Ortiz
Bryan Fenstermaker	Linda Knapp	Bob Pierson
Alison Hastings	Greg McKinley	Julie Zaebst

Ex-officio Members Present

Sarah Wu (Co-chair)
Amanda Wagner

Members Absent

Patricia Blakely	Shiriki Kumanyika	Viery Ricketts-Thomas
Tia McDonald	Fabricio Rodriguez	Steveanna Wynn
Diane Cornman-Levy (Co-Chair)	Lisa Mosca	Nicky Uy
Laquanda Dobson	Angela Perez	
Leanne Krueger-Brankey	Barbara Schneider	

Approved Nominees Present

Katrice Cheaton

Approved Nominees Absent

Johnathan Deutsch
Tommy McCann

Others Present

Rachel Atcheson	Kinnari Chandriani	Candace A. Lerario	Jennifer Saigal
Jennifer Aquilante	Stephanie Dorenbosch	Shannon Mackia	Tali Smookler
Allison Blansfield	Bridget Flynn	Jiana Murdic	Kelsey Wickel
Rickie Brawer	Dejenaba Gordon	Nati Passow	Rachel Winograd
Sherrie Cohen	Jonathan Kardos	Anne Preston	
	Leah Lazer	Katie Rodger	

FPAC Staff Present

Rachel Passman, FPAC Coordinator
Hannah Chatterjee, FPAC Manager

C. SUBCOMMITTEE UPDATES

A representative from each subcommittee gave a brief update.

1. Anti Hunger

Hannah Chatterjee gave the subcommittee update on behalf of Chair Steveanna Wynn. The subcommittee took a short break over the summer, but reconvened in September. The subcommittee has been focusing mainly on the food resource toolkits. The toolkits will be broken down by City Council district, and identify food resources such as food pantries and soup kitchens, in each district.

The draft of the District one toolkit was sent to the subcommittee for feedback, and discussed during the September meeting. Members had great feedback, including the need to include as many food resource databases as possible. If anyone has any other information regarding food resource locations, feel free to send them to Hannah.Chatterjee@phila.gov. Once the draft is edited and finalized, the subcommittee will work on plugging in the appropriate data for each of the other nine districts.

A subcommittee member from the Greater Philadelphia Coalition Against Hunger submitted a joint application with FPAC to [Hack4Impact](#), a University of Pennsylvania student organization that connects nonprofits with student software developers. The goal is to create an online version of the toolkits, which would help to keep the databases updated, and offer an alternative to the printed versions. The subcommittee is optimistic about the application.

Anti-Hunger subcommittee meetings are held on the 4th Monday of the month at 3:00pm at SHARE or via conference call. For more information or to attend a meeting, please contact Chair [Steveanna Wynn](#).

2. Communications and Outreach

Rachel Passman gave the subcommittee update. The Communications and Outreach subcommittee took a break over the summer, but is now focusing on expanding FPAC's reach to new audiences. The subcommittee has worked hard to expand FPAC's public awareness, and promote town halls and events hosted by other subcommittees. While the subcommittee will continue to promote awareness of FPAC and their events, the subcommittee is looking to increase its membership. Specifically, the subcommittee would like to recruit subcommittee members with backgrounds in communications and public relations, as their expertise would be beneficial to FPAC's communications goals.

The subcommittee is also working on FPAC's social media presence. FPAC's blog will be updated consistently, to develop a following.

If you are interested in joining the Communications and Outreach subcommittee, please contact Chair [Rachel Passman](#).

3. Local Food Procurement

Amanda Wagner gave the Local Food Procurement subcommittee update, starting with summer accomplishments. The subcommittee created a local food list that identifies regional produce, meat,

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and dairy items that are available in quantities suitable for large-scale buyers, and includes their seasonal availability and price range. The subcommittee also partnered with the Philadelphia Department of Public Health to co-host the Healthy Food Vendor Forum in July. The forum presented an opportunity for local businesses to learn about the new citywide nutrition standards, and about how to contract with the City.

The subcommittee is working to learn more about the food that City departments purchase to determine next steps. The subcommittee is gathering information about starting a citywide pilot program on purchasing fresh produce and will host a roundtable discussion with produce vendors in the city.

If you are interested in getting involved with the Local Food Procurement subcommittee, please contact Chair [Amanda Wagner](#).

4. Vacant Land

Amy Laura Cahn gave the subcommittee update. The Land Bank released the strategic plan draft (by Interface Studios), and will accept feedback until the public hearing on October 15th, where members of the public will have an opportunity to testify. Many vacant land stakeholders have been vocal during the drafting process. Highlights from the strategic plan and process include the recognition of urban agriculture as a long-term land use, and the language about preserving and creating green space.

Annie Preston gave the soil safety working group update. FPAC convened a Soil Safety Working group over the summer, out of the desire to open more land for food production. Members of the working group are working on next steps, such as exploring the possibility of more affordable soil testing with Penn State and the U.S. EPA Region III office. The group is having trouble identifying safe contaminant concentration levels because there is no solid agreement on acceptable contaminant levels for urban agriculture- on a local, state, or federal level. The group is focused on identifying those contaminant levels, and creating a best practices guide for safe gardening practices in Philadelphia. The soil safety leadership team has also discussed pursuing Brownfields Assessment grants from the U.S. EPA.

The subcommittee meets on the third Monday of every month from 3:30pm to 5pm, alternating between in-person meetings and conference calls. If you are interested in participating, please contact Chair [Amy Laura Cahn](#).

5. Zero Waste

Linda Knapp gave the subcommittee update. The subcommittee continues to work on the white paper report. The subcommittee hired a great student intern from University of Pennsylvania's Master's in Regional Planning program, who assisted with background research and writing, and developed a robust draft by the end of the summer. The draft is undergoing the final editing stages. The subcommittee would like FPAC members to review the white paper recommendations.

If you are interested in learning more about the Zero Waste subcommittee, or reviewing the drafted White Paper, please contact Chair [Linda Knapp](#).

6. Governance and Membership

Alison Hastings gave the subcommittee update. The current FPAC body has two co-chairs, one ex-officio and one appointed. Co-Chair Sarah Wu is up for reelection, but members were unable to vote because quorum was not met.

The subcommittee is gearing up for FPAC recruitment. So far, FPAC has about fifty active nominations, and the subcommittee would like to increase the pool to 100 active nominations. FPAC's bylaws state that the council should have 27-35 appointed members at any given time, and currently FPAC membership does not meet the 27-person minimum. Based on the annual membership survey, the subcommittee evaluated the needs and gaps in membership on the Council, and hopes to fulfill those needs with the next slate of nominees. Subcommittee members sent targeted recruitment letters to various organizations in the region. The subcommittee will review nomination and introduce a slate of nominees at the December meeting. At the end of 2014, three FPAC members will finish their three-year terms of service. These members do have the option to continue on to a second three-year term.

Meetings are typically held on the first Monday of every month. There will be no meeting in September, so the next meeting will be in October. To nominate someone to FPAC, submit a nomination form at www.phillyfpac.org. If you are interested in attending a meeting, please contact Chair [Alison Hastings](#).

D. VOTING ITEMS

FPAC did not meet quorum in this meeting, so the Chair postponed voting to the December meeting.

E. FPAC LONG TERM STRATEGIC PLANNING

Alison began the strategy update in place of appointed Co-Chair Diane Cornman-Levy, who is leading the strategic planning process. FPAC appointed members have been meeting to discuss strategies for the end of the mayoral term. FPAC needs to make a concerted effort to continue, or we will cease to exist. A major portion of the strategy is for FPAC to engage in the mayoral campaign. The group is developing a food policy agenda for the mayoral campaign. FPAC will not endorse candidates- instead FPAC would like mayoral candidates to endorse FPAC and its agenda. The 20-10-5 document that appointed members are working on is part of the agenda, and includes twenty positive things that people should know about Philadelphia's food system, ten challenges facing Philadelphia and its food system, and five recommendations to mayoral candidates. The highest priority recommendation is to continue FPAC in the next mayoral administration. If anyone has suggestions for positive facts about the region's food system, submit them to [Bryan Fenstermaker](#) or [Alison Hastings](#). The group plans to circulate a final draft of the 20-10-5 plan in December.

The mayoral campaign presents an opportunity to highlight food as a priority issue in Philadelphia. Attendees discussed partnering with other organizations that might be able to help promote the food policy agenda, such as Next Great City and Plan Philly. In addition to mayoral candidates, appointed members expressed interested in reaching out to City Council offices. Appointed members agreed that City Council should also know more about FPAC and the work members are doing since they make key decisions for their constituents. Appointed members discussed the possibility of having a briefing with staff from all City Council offices. A potential City Council briefing will be added to the strategy plan.

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Bryan Fenstermaker made an update about the mayoral forum planning. The group is moving forward, and looking to select a date, possibly a Monday evening in February. The group is looking for a moderator for the event. The group also wanted to extend a thank you to ex-officio member Liz Fitzgerald at the Free Library, who has offered the 4th floor conference hall to host the forum. The Free Library has marketing capabilities and 190 seat-capacity. If that space is too small, the library also has a basement space that can hold a larger audience who can watch via telecast. Several FPAC members are working on the event planning. FPAC members will have to use their networks to reach out to as many people as possible.

If any appointed members would like to help with the forum planning process, contact [Bryan Fenstermaker](#), or to get involved in the broader long term strategic planning process, please get in touch with [Diane Cornman-Levy](#).

G. OTHER BUSINESS AND ANNOUNCEMENTS

In 2013, FPAC members decided to revisit the standing time and location of FPAC general meetings for the year, and planned to discuss the benefits and challenges to hosting a centrally-located standing meeting at the end of 2014. FPAC members discussed the current standing meeting time and place, and agreed that it is impossible to find a time that works for everyone. However, the overall consensus between members was to keep the meeting schedule the same for this calendar year, and revisit again next year towards the end of 2015.

Members and participants announced upcoming events related to their organizations.

Sarah briefly discussed funding to create a fulltime FPAC staff position. FPAC applied for grants from a number of foundations, and the leadership is very optimistic FPAC's applications, and expects to hear back in mid-October and mid-November.

H. ADJOURNMENT

Meeting was adjourned at 5:00pm.

Submitted by:

Rachel Passman, FPAC Coordinator

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