



**GENERAL MEETING MINUTES**

April 10th, 2012

One Parkway Building, 1515 Arch Street, Room 18-025  
Philadelphia, PA 19102

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>PAGE</b>
A. WELCOME	Call to order at 3:15pm	2
B. ROLL CALL	Quorum	2
C. SUBCOMMITTEE REPORTS		
1. Governance and Membership: Adoption and Decision Making Process, Term Limits Process, and FPAC Values	Approved	2-3
2. Recommendations for Greenworks 2012 Progress Report and Mid-Way Update & FPAC Year End Report	Discussed	3
a. Hunger Subcommittee	Discussed	3-4
b. Vacant Land Subcommittee	Discussed	4
c. Workforce Development Strategy Subcommittee	Approved	4
D. STAFF COMMUNICATIONS	Discussed	4-5
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F. ADJOURNMENT	Adjourned at 5:20pm	5

**A. WELCOME**

A general meeting of the Philadelphia Food Policy Advisory Council was called to order by Co-Chair, Glenn Bergman, at 3:15pm.

**B. ROLL CALL**

Roll call indicated a quorum<sup>1</sup> was present to conduct official business.

Members Present

Glenn Bergman	Ann Karlen	Johanna Rosen
John Byrnes	Jamie McKnight	Carly Spross
Diane Cornman-Levy	Carey Morgan	Nicky Uy
Nic Esposito	Lisa Mosca	D-L Wormley
Alison Hastings	Bob Pierson	

Ex-officio Members Present

Joan Blaustein, Philadelphia Parks and Recreation  
Amanda Wagner, Philadelphia Department of Public Health  
Sarah Wu, Mayor’s Office of Sustainability

Members Absent

Marilyn Anthony	Shiriki Kumanyika	Patricia Smith
Mary Seton Corboy	Jessica McAtamney	Vierey Ricketts Thomas
Leanne Krueger-Braneky		

Others Present

Amy Laura Cahn, Public Interest Law Center of Philadelphia  
Jen Kates, Office of Councilwoman Maria Quinones-Sanchez

Staff Present

Sasha Swayze Dews

**C. SUBCOMMITTEE REPORTS**

**1. Governance and Membership Subcommittee: Adoption and Decision Making Process, Term Limits Process, and FPAC Values**

Alison Hastings presented three action items: adoption and decision making process; inaugural term limits; and values. All action items were adopted with modifications. Alison will email members the final documents.

Ann Karlen raised the concern that the first year of current members’ appointment was spent figuring out how to get the council off the ground. Nic Esposito suggested the three-year terms start at the time of adoption.

Sarah Wu suggested the regular meeting place be equipped with the appropriate technology since members may call in by phone to vote on resolutions.

*Through Greenworks Philadelphia and the Philadelphia Food Charter, the City set targets to create more equitable access to healthy food in neighborhoods, improve the environment and public health, and stimulate the economy by increasing access to local, fresh, and healthy food. To help guide the City of Philadelphia’s work on food system planning, Mayor Michael Nutter has asked the Department of Parks & Recreation, along with the Mayor’s Sustainability Office, to convene a Food Policy Advisory Council.*

Diane Corman-Levy said the Governance and Membership Subcommittee might need to propose a process for media inquiries and affirmative speaking engagements. Nic Esposito pointed out the difference between a collective and personal statement, and that there probably needs to be an approval process for making collective statements. Amy Laura Cahn stated that eventually members might receive requests to be quoted in the media and they will need to know how to reply to such inquiries on a short time line. Amy Laura proposed that once consensus is met on a resolution anyone could speak about the matter publically, including public hearings. Sarah suggested that content should be approved before giving public testimony on behalf of the FPAC since it becomes public record. Joan Blaustein stated that members can otherwise testify as individuals.

The pros and cons of when to start term cycles were discussed. New member nominations/voting will take place in September. Membership and Governance Subcommittee will talk about how to assign inaugural classes. Glenn Bergman asked what is the maximum number of active members. Alison replied that since quorum consists of 51% of FPAC voting members the council could be any size. Amy Laura and Diane introduced the idea of evaluating the current membership in order to determine parameters for expanding the membership in the near future.

Joan stated that in the fall the council would need to discuss leadership structure. Nic asked if there would be an established leadership structure for subcommittees and Alison replied that the Governance and Membership Subcommittee suggests subcommittees determine this on their own. Amy Laura flagged a conversation from the last meeting about openly inviting people to join subcommittees since open meetings are an opportunity for new people to become involved. Alison replied that there would be an opportunity to nominate new members based on recommendations from the subcommittees.

Ann asked if specific perimeters have been set around the attendance requirement. Joan replied that maybe attendance and participation requirements will become more clear as the Governance and Membership Subcommittee develops rules around general council and subcommittee rosters.

## **2. Recommendations for Greenworks 2012 Progress Report and Mid-Way Update & FPAC Year End Report**

Sarah briefly discussed the Greenworks 2012 Progress Report and Mid-Way Update, which will be released in June. She proposed the council approve the substance of the subcommittee recommendations and she will reduce the language to fit into the space allowed in the MOS report. Since the decision to approve her edits must be made before the next meeting a vote by email will be facilitated by the co-chairs.

### **a. Hunger Subcommittee**

Carey Morgan briefly explained the Hunger Subcommittee's list of five recommendations. She stated the subcommittee felt they needed more information to develop them further. Sarah will follow up with Carey to ask more questions regarding the City's appropriate role in their recommendations. Approval of the Hunger Subcommittee's recommendations may be put to a vote via email.

Johanna Rosen asked the Hunger Subcommittee if they are preparing a statement about the Health Department's new outdoor public service food safety permit and the new Parks and Recreation rules on outdoor feeding. Carey replied that they did discuss it but that they are

still working to understand the issue before they consider making a statement. A larger discussion developed on how the FPAC should handle situations when there are disagreements with City policy, balance information gathering with consensus building, the role of advocacy and outreach campaigns, staying cognizant of the fact that this body was convened to advise the City administration, and how FPAC should communicate policy positions with external audiences. Sarah suggested the next step in the issues around the public feeding ban is to invite the right people from the Department of Health and Parks and Recreation to present the facts and discuss recommendations.

**b. Vacant Land Subcommittee**

Amy Laura and Sarah explained how the Vacant Land Subcommittee became involved in the current revamping of vacant land policy spear headed by the Philadelphia Redevelopment Authority. Amy Laura gave details on the subcommittee's proposed comprehensive needs assessment incorporating youth engagement and a proposed pilot project on market farming on vacant land. John Byrnes raised concern about too much surveying/data collecting interrupting growers from growing food. He will try to connect some dots with other researchers. D-L Wormley also mentioned a known sensitivity to over surveying but felt there are some effective organizational partnerships incorporated into the proposed needs assessment. Sarah suggested that perhaps the City might play the role of determining what surveys already exist, centralize that information, and serve as a data processing center. Lisa Mosca expressed an appreciation for intergenerational opportunities for engagement but warned not to neglect other already established relationships with gardeners gardening on vacant land. She suggested the needs assessment establish outreach protocol, address implications on public health, and consider the different barriers to land and food access. Bob Pierson questioned what role the City would play in this needs assessment. To that Sarah replied the need for an outline in order to fundraise. Johanna stated she was confused about purpose of a pilot project when multiply examples already exist. Sarah will pull this feedback into the subcommittee's recommendations, consolidate the language, and put it up for a vote over email.

**c. Workforce Development Strategy Subcommittee**

Nic Esposito presented two policy recommendations from the Workforce Development Strategy Subcommittee. The first is to create policy to foster youth training in urban agriculture that imparts job skills that go beyond agriculture per se. The other is to create policy to attract healthy food processing and packaging plants to Philadelphia. The council adopted the resolution as it was presented.

**D. STAFF COMMUNICATION**

Based on feedback communicated by Nic Esposito, arrangements are currently being made to hold a seminar for the FPAC about policy. Suzanne Biemiller, City of Philadelphia's chief of staff and principal author of Greenworks, will give the FPAC a "crash course" on policy to help guide the council's processes. The seminar will address how policy is crafted, what function policy serves in City government, what language is used, and will include examples of effective policy papers. The seminar will take place at the fall FPAC general meeting.

Update on the new Philadelphia Lobby Code: It has been determined that the FPAC is functioning as a City board or commission and is therefore an "agency" as defined in the Lobbying Code. When someone

is appointed to serve on a City board, commission, or other such entity like the FPAC, that person is not engaging in lobbying while serving on that board, commission, or entity. Non-member individuals participating in subcommittee work are responsible for determining whether or not they are required to register as a lobbyist. For more information refer to the City of Philadelphia Board of Ethics.

A FPAC website will be created this summer. The question is whether to host the site as a .org, which would provide flexibility when designing and maintaining it, or as a .gov site (perhaps part of the MOS website). The benefit of using a .gov includes potential for higher viewer traffic. Thoughts on the FPAC website would be appreciated at the next meeting.

**E. DETAILS OF NEXT MEETING: JUNE 5, 2012 FROM 2-5PM**

Location: One Parkway Building, 1515 Arch Street, Room 18-025, Philadelphia, PA 19102

Subcommittees should be prepared to present fleshed out recommendations.

**F. ADJOURNMENT**

Meeting was adjourned at 5:20pm.

Submitted by:

Sasha Swayze Dews, Staff

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<sup>1</sup> A quorum consists of 51% FPAC voting members in attendance. Ex-officio members do not vote on action items and their attendance does not count towards a meeting quorum (Philadelphia Food Policy Advisory Council Bylaw, adopted April 10, 2012).