



**GENERAL MEETING MINUTES**

February 4<sup>th</sup>, 2015

3:00 p.m. – 5:00 p.m.

One Parkway Building, 1515 Arch St., Room 18-022  
Philadelphia, PA

<b>ITEM</b>	<b>ACTION TAKEN</b>	<b>PAGE</b>
A. WELCOME	Called to order at 3:00 p.m.	2
<b>PART 1: BUSINESS/PROCESS</b>		
B. ROLL CALL	Quorum Met	2
C. SUBCOMMITTEE UPDATES		
1. Governance and Membership	Discussed	3
2. Local Food Procurement	Discussed	3
3. Vacant Land	Discussed	3-4
4. Zero Waste	Discussed	4
5. Communications and Outreach	Discussed	4
6. Anti-Hunger	Discussed	5
D. VOTING ITEMS		
1. Seed Library Letter of Support	Approved	5
2. December Minutes	Approved	5
<b>PART 2: STRATEGY/ISSUES</b>		
E. Philly Food Finder Guides and Website	Discussed	6
F. FPAC Forum Update	Discussed	6
G. Other Business or Announcements	Discussed	6
G. Adjournment	Adjourn	6

## A. WELCOME

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

## B. ROLL CALL

Roll call indicated a quorum was present to conduct official business.

### Members Present

Patricia Blakely	Nic Esposito	Lisa Mosca
Amy Laura Cahn	Bryan Fenstermaker	Herman Nyamunga
Katrice Cheaton	Kathy Fisher	Bob Pierson
Diane Cornman-Levy (Co-Chair)	Ann Karlen	Vierey Ricketts-Thomas
Laquanda Dobson	Esteban Kelly	Julianne Schrader
Donkey Dover, Jr.	Linda Knapp	Nicky Uy
Jonathan Deutsch	Jessica McAtamney	Dwayne Wharton
	Greg McKinley	

### Ex-officio Members Present

Sarah Wu (Co-chair)  
Annie Preston  
Elisa Ruse-Esposito  
Amanda Wagner

### Members Absent

Alison Hastings	Angela Perez	Julie Zaebst
Leanne Kruger-Brankey	Fabricio Rodriguez	
Andy Marin	Barbara Schneider	
Anthony Ortiz	Steveanna Wynn	

### Approved Nominees Present

Tommy McCann

### Others Present

Dominique Aubry	Jill Fink	Jennifer Saigal	Rachel Winograd
Catherine Bartoli	Kevin Hicks	Lena Shefelman	
Rickie Brawer	Jess Humphries	Kalie Wertz	
Noelle Dames	Shannon Macika	Kelsey Wickel	
Stephanie Dorenbosch	Jiana Murdic	Rebecca Winkler	

### FPAC Staff Present

Hannah Chatterjee, FPAC Manager  
Rachel Passman, FPAC Coordinator

## C. SUBCOMMITTEE UPDATES

A representative from each subcommittee gave a brief update.

### 1. Governance and Membership

Bryan Fenstermaker gave the subcommittee update. Several of the December slate nominees were not able to pursue their nominations. Molly Riordan moved out of the region to work at the Hudson Valley Food Hub; Russell Redding was appointed by Governor Wolf as the Secretary of Agriculture. FPAC currently has thirty-one appointed members, and two members-elect. As always, please continue to nominate individuals for FPAC. To nominate someone to FPAC, submit a nomination form at [www.phillyfpac.org](http://www.phillyfpac.org).

In April, the subcommittee will send the annual FPAC Membership survey, and will report back with results at the June general meeting. The membership survey helps the subcommittee identify the demographics and expertise of FPAC and guides membership recruitment for future slates.

If you are interested in attending a meeting, please contact Chair [Alison Hastings](#).

### 2. Local Food Procurement

Subcommittee Chair Amanda Wagner gave the update. The subcommittee held its first meeting of 2015 the first week of February. The subcommittee conducted and then reviewed research identifying smaller, less informal food purchasing and ordering by various City agencies and departments. The subcommittee members conducted outreach to City agencies and departments, spoke directly with individuals who order food, and learned more about what kind of food is being ordered, from where, and how often. Once this information is further synthesized, the results will help the subcommittee create educational resources and materials to help departments understand alternative purchasing options.

The subcommittee will reconvene in early March to discuss more focused goals for 2015. If you are interested in getting involved with the Local Food Procurement subcommittee, please contact Chair [Amanda Wagner](#).

### 3. Vacant Land

Chair Amy Laura Cahn gave the subcommittee update. The subcommittee held their first meeting of 2015 in January. The subcommittee participated in a consensus-building mission and vision statement activity.

Mission Statement:

*The FPAC Vacant Land subcommittee guides the City of Philadelphia to develop and implement innovative laws and policies to support the conversion of Philadelphia's vacant and underutilized lands into sustainable community assets that increase food security and sovereignty for all Philadelphia residents. FPAC Vacant Land Subcommittee engages diverse stakeholders to inform recommendations and make current policies more transparent.*

Vision Statement:

*The FPAC Vacant Land Subcommittee recognizes the critical link between land and food, and values the co-benefits of food production including greening, place making, community engagement, cultural preservation, environmental health, and stormwater management.*

The subcommittee also identified goals and priorities for 2015. The subcommittee will be focusing its efforts on several projects, including:

- Land Bank implementation
- Stormwater billing- urban agriculture exemptions
- City's disposition policies for land transfer
- Hoop houses in the zoning code
- L&I enforcement with regards to vegetation height
- Soil safety
- Education and outreach to help disseminate information

The subcommittee changed its standing meeting time, and now meets on the fourth Tuesday of every month from 3:30pm to 5:00pm, alternating between in-person meetings and conference calls. If you are interested in participating, please contact Chair [Amy Laura Cahn](#).

#### **4. Zero Waste**

Zero Waste Subcommittee Chair Linda Knapp gave the update. The subcommittee met for the first time in 2015 at the end of January. The subcommittee evaluated the draft recommendations from the Zero Waste White Paper. Members provided valuable feedback around the recommendations. Other sections of the report are being reviewed by various individuals with specific, related expertise.

At the February meeting, the subcommittee will work on building a mission statement and goal setting for 2015, using the draft recommendations from the White Paper.

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

#### **5. Communications and Outreach**

Communications and Outreach Chair Rachel Passman gave the subcommittee update. The subcommittee is thrilled to have renewed support and participation from FPAC members and other interested individuals. To improve FPAC's visibility, the subcommittee will reorganize and update the website in early March. FPAC also has a blog on the website, and the subcommittee will create a blog calendar to ensure that the blog is updated frequently.

The subcommittee is also working with the Forum Planning Committee to assist with communications strategies for the Mayoral candidate food policy forum event in March. The subcommittee is also thinking about how to use social media to help spread awareness of FPAC.

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

The Philadelphia Food Policy Advisory Council (FPAC) facilitates the development of responsible policies that improve access for Philadelphia residents to culturally appropriate, nutritionally sound, and affordable food that is grown locally through environmentally sustainable practices.

## 6. Anti Hunger

Hannah Chatterjee gave the subcommittee update for Chair Steveanna Wynn.

The subcommittee also participated in the mission statement building activity at their December meeting. Their statement is as follows:

*The FPAC Anti-Hunger Subcommittee connects advocates to address food insecurity by educating the Philadelphia community, improving access to culturally appropriate, healthy, and affordable food, and developing policy recommendations that support systemic change.*

At their next meeting, the subcommittee will develop distribution plans for the Philly Food Finder Guides and the online interactive map [www.phillfoodfinder.org](http://www.phillfoodfinder.org) that the subcommittee helped create. Those who have any ideas or want to get involved should come to the next meeting.

Anti-Hunger subcommittee meetings are held on the 4<sup>th</sup> 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](#).

### D. VOTING ITEMS

#### Seed Library Letter of Support

A draft letter was sent around to all voting members prior to the meeting. FPAC Appointed Member Amy Laura Cahn is part of a statewide coalition responding to the PA Department of Agriculture's interpretation of the Pennsylvania Seed Act. Through this interpretation, free seed libraries in PA must comply with the PA Seed Act, which includes licensing, labeling, and packaging requirements that are cost prohibitive for these institutions that provide free seeds.

The letter of support will be on a Pennsylvania Association of Sustainable Agriculture (PASA) letterhead. Various entities around the state have signed on, including the Pennsylvania Horticultural Society (PHS), and the Pittsburgh Food Policy Council is putting it to a vote.

Council members took a verbal vote. All present approved the motion to support the Seed Library Letter of Support.

#### December Minutes

All members present approved the December minutes.

### E. PHILLY FOOD FINDER GUIDES

Hannah Chatterjee provided updates on the Philly Food Finder Guides, both paper and online versions. Hannah started by thanking all who have supported the creation of the Philly Food Finder Guides, including the New York City Coalition Against Hunger (NYCCA), who shared the template for the paper guides.

To ensure that the information in the guides was comprehensive and correct, the database of food resources includes entries from the Philadelphia Corporation for Aging (PCA), the Philadelphia Coalition

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Against Hunger, SHARE, and the Food Access Collaborative. The resources from these organizations include contact information, hours of operation, and other important information. The paper guides will be divided by City Council district, and include resources within a half-mile of the district border to accommodate those who live very close to a district border. Additionally, information in each of the sections has been updated to include relevant and important details regarding specific programs, such as WIC, SNAP, Philly Food Bucks, and others. Each guide will have a map of its corresponding council district that shows each food resource in that district, color coded by type. The maps are meant to provide a general spatial representation of all the food resources in a given district.

In addition to the paper guides, there is also the online, interactive version of the Philly Food Finder Guide, [www.phillyfoodfinder.org](http://www.phillyfoodfinder.org). The University of Pennsylvania student organization, [Hack4Impact](http://Hack4Impact), created the website. The mobile-friendly site shows the locations of food resources in the city on a map and includes the program information from the paper guides. Users can search by location, and the map will display all food resources near that area. Resources are color coded and use the same color classification as the paper guides. The online guide is very easy to update, which will help the information stay relevant. The PDF versions of the paper guides will be available on FPAC's website and [www.phillyfoodfinder.org](http://www.phillyfoodfinder.org). The website will use Google analytics to help understand how the website is being used.

Once the toolkits are launched, the Anti-Hunger Subcommittee will begin analyzing the distribution of food resources to make recommendations for areas that are in need of more resources.

#### **F. MAYORAL FORUM UPDATE**

FPAC appointed members have been working on a food policy platform document, and planning for a Mayoral candidate forum on food policy that builds on the platform.

The Planning Committee meets every two weeks to organize event logistics. The Committee plans to finalize the platform document and distribute professionally designed and printed copies at the Forum. The forum format will start with an introduction from Diane Cornman-Levy, with Jon Deutsch as the moderator. Each candidate will have an opportunity to speak. The committee will work with pre-selected individuals and craft questions around each of the four policy recommendations to present to the candidates.

#### **G. OTHER BUSINESS AND ANNOUNCEMENTS**

Meeting attendees went around the room to announce events from their respective organizations.

#### **H. ADJOURNMENT**

Meeting was adjourned at 5:00pm.

Submitted by:

Rachel Passman, FPAC Coordinator

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