



**PHILADELPHIA
FOOD POLICY
ADVISORY COUNCIL**

GENERAL MEETING MINUTES

June 3rd, 2015

3:00 p.m. – 5:00 p.m.

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

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A. WELCOME	Called to order at 3:00 p.m.	2
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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	Kathy Fisher	Bob Pierson
Amy Laura Cahn	Alison Hastings	Viery Ricketts-Thomas
Katrice Cheaton	Ann Karlen	Julianne Schrader
Diane Cornman-Levy (Co-Chair)	Esteban Kelly	Nicky Uy
Nic Esposito	Linda Knapp	Julie Zaebst
Bryan Fenstermaker	Jessica McAtamney	
	Herman Nyamunga	

Ex-officio Members Present

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

Members Absent

Laquanda Dobson	Greg McKinley	Dwayne Wharton
Donkey Dover, Jr.	Lisa Mosca	Steveanna Wynn
Andy Marin	Fabricio Rodriguez	
Tommy McCann	Barbara Schnieder	

Others Present

Catherine Bartoli	Sarah Neukrug
Katherine Berglund	Kurt Oehlberg
Tatiana Granados	Jennifer Saigal
Leah Lazer	Madeline Smith-Gibbs
Jiana Murdic	Jimmy Wilson

FPAC Staff Present

Hannah Chatterjee, FPAC Manager
Rachel Passman, FPAC Coordinator

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 recently launched the Philly Food Finder website at the Coalition Against Hunger's Good Food for All Conference on May 12th. Thanks to the Coalition Against Hunger for hosting and collaborating on the presentation about the Philly Food Finder website Hannah Chatterjee and Jennifer Saigal presented the website to all of the 150 attendees, many of whom are food pantry coordinators in Philadelphia.

The subcommittee designed a logo and business cards to promote Philly Food Finder. Meeting attendees were encouraged to take a stack of the business cards to share with their networks.

Subcommittee meetings are held on the fourth Monday of the month from 2:30pm to 4:30pm at SHARE. For more information or to attend a meeting, please contact Chair [Steveanna Wynn](#).

2. Local Food Procurement

Chair Amanda Wagner gave the subcommittee update.

The subcommittee continues to explore the food procurement policies and strategies in other cities, including the LA Food Policy Council. Several subcommittee members have committed to creating a matrix of existing food procurement guidelines from other cities to gain a better understanding of the similarities among them. The matrix building process will continue over the next few months as members gather information and help the subcommittee think about what prioritization.

The subcommittee is considering tangible projects, and big-picture coalition building with relevant stakeholders. Philadelphia's Department of Public Health is already creating healthy catering guides for City departments. The subcommittee will provide feedback on those guides to ensure that local food language is incorporated into the final document.

Since the subcommittee began meeting, various members have been conducting outreach to better understand food purchasing in various City agencies and departments. The subcommittee will use that research to create a flowchart outlining food purchasing by department.

Meetings are held on the 4th Thursday of every month. If you are interested in getting involved with the Local Food Procurement subcommittee, please contact chair [Amanda Wagner](#).

3. Vacant Land

Vacant Land Subcommittee chair Amy Laura Cahn gave the update.

In 2014 the subcommittee convened a soil safety working group to discuss recommendations for best practices for growing, soil testing, and site history. Two federal agencies, the EPA and the Agency for Toxic Substances and Disease Registry (ATSDR) were both involved in the soil safety

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working group. The EPA was very interested in moving the work forward, and encouraged the group to apply for EPA Brownfields funding. As a result, FPAC worked with Philadelphia Water, Philadelphia Parks & Recreation, and the Philadelphia Redevelopment Authority (PRA) as the lead agency, to apply for funding from the EPA. The funding would cover site assessments on vacant parcels that have been identified as potential sites for urban agriculture, open space, and green stormwater infrastructure.

On June 2nd, PRA was awarded a \$200,000 Brownfields Assessment Grant to perform site assessments. The grant will help the City to identify vacant land that is suitable for community farm and garden sites.

The subcommittee is also working to finish up the Soil Safety report and recommendations, which will go out to City agencies after a final review by the full FPAC.

The subcommittee has also been working on land access and is continuing to work with City agencies on that process. The Land Bank is getting ready to launch a new, informational website which will outline the process for obtaining vacant land. The Land Bank has asked FPAC for feedback on the website. The current website, www.philadelphialandbank.org has a link at the top of the home page to test their new website. Please check out the new website and share your thoughts.

The subcommittee meets on the fourth Tuesday of every month from 3:30pm to 5:00pm at the Public Interest Law Center. If you are interested in participating, please contact chair [Amy Laura Cahn](#).

4. Zero Waste

Linda Knapp gave the Zero Waste Subcommittee update.

The subcommittee is finalizing the draft recommendations in the White Paper report and continuing to develop goal statements identified at the previous subcommittee meeting.

At the previous meeting, the subcommittee decided to start looking at food donation processes, and how the subcommittee can be supportive. While the subcommittee supports composting and other waste reducing practices, the subcommittee feels focusing on food donation is important, because it is the first step in the EPA's food waste hierarchy and helps get edible food to those who need it.

The subcommittee has invited Lisa Hodeai from Philabundance to the next subcommittee meeting to learn more about food donation and how the subcommittee can support the great work of food recovery organizations in the Philadelphia region.

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

5. Communications & Outreach

Chair Rachel Passman gave the subcommittee update.

The subcommittee continues to promote FPAC's social media outlets. The subcommittee set a goal of reaching 500 facebook likes by the end of May, but did not meet that goal yet. FPAC members and supporters should continue to engage with our social media handles to help share food systems related information.

The subcommittee is also developing a LinkedIn page for FPAC to encourage dialogue and interaction among FPAC members between meetings. Currently, FPAC's LinkedIn page is set up as an "individual" page rather than an "organization" page because of some technical difficulties. The subcommittee will share the link to the LinkedIn page once this has been resolved.

In addition, the subcommittee wants to continue to support all of FPAC's other subcommittees, including helping with events, research, and outreach. If any subcommittee members need support, or would like to the subcommittee to share events via social media, email them to [Rachel Passman](#).

FPAC appointed member Katrice Cheaton created a thorough outreach plan to help increase FPAC participation of low-income and minority Philadelphians. The guide highlights a variety of organizations and community spaces with whom FPAC could begin building relationships. The subcommittee will use this resource to guide future outreach efforts.

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

6. Governance & Membership

Governance & Membership chair Alison Hastings gave the subcommittee update.

Remaining copies of *The Philadelphia Food Policy Roadmap*, the policy document that FPAC appointed members created for the mayoral forum, are available. Thanks to all those involved in crafting the guide. Everyone is encouraged to take a few copies to share them with their networks.

When FPAC first started, the subcommittee was busy writing bylaws and helping FPAC build its structure and membership. Now that FPAC has established an effective structure, and the subcommittee's work has become routine, the subcommittee would like to devote time to discussing FPAC's long-term stability and strategic plan. The subcommittee is considering how to continue these long-term planning conversations, and get more members involved. Long-term planning would include discussions around Mayoral and City Council outreach, the future structure and membership of FPAC, and other topics that arise.

Meeting attendees were asked to provide some feedback about the possibility of:

- including strategic planning with the Governance & Membership Subcommittee; starting a separate subcommittee; OR
- other ideas or strategies

Members discussed the need for a space to continue to have the long-term planning conversations, and agreed that at least one representative from each subcommittees must be involved, to support a robust, representative, and dynamic conversation. At the next Governance & Membership meeting, in July or August, the subcommittee will add some time on the agenda to devote to

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continuing the long-term planning discussion and next steps. Alison will send an invite to the full FPAC once the date, time, and location is confirmed. The subcommittee will report back to the full FPAC in August or October with feedback from the strategic planning session(s).

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

D. VOTING ITEMS

New Appointed Member Slate

FPAC nominates new members twice a year, in June and December to ensure that the number of FPAC appointed members meets the 27-35 range as stated in the bylaws. The Governance & Membership Subcommittee looked at all of the nominations thus far to select a small slate for the June 2015 round that help to fill some of FPAC's membership gaps.

Four nominees accepted their nomination:

1. Dominique Aubry
2. Allison Blansfield
3. Leah Lazer
4. Jimmy Wilson

Appointed members in attendance were asked to cast their votes via paper ballot. After the tally, all nominees were approved. Congratulations to the new slate.

April Minutes

Seventeen members approved the minutes and one member abstained.

E. Get Health Philly: Good Food Healthy Hospitals Initiative

The Philadelphia Department of Public Health presented information about the Good Food Healthy Hospitals initiative at several local hospitals. Get Healthy Philly is collaborating with Common Market to bring a healthier food scene to several local hospitals. Currently, the four-year grant has just finished the first half of its first year. Common Market is a Philadelphia regional food hub that works with local institutions, organizations, providers, and individuals.

The program is looking at five areas of hospital food: Cafeterias, catering, vending, patient meals, and onsite restaurants. The initiative seeks to integrate the citywide nutrition standards, while promoting local and sustainable food. Since hospitals deal directly with health and wellness, the program provides a great opportunity to improve healthy food options at area institutions to understand best practices. The initiative is targeting not only the patients, but hospital employees as well.

Currently, the program is conducting environmental assessments. This includes looking at the cafeteria and vending food environments to understand what is being served and sold, reviewing patient menus, conducting interviews with food service directors and clinical dietitians, and photographing the food areas in each hospital.

More information about the Good Food Healthy Hospitals Initiative can be found at Get Healthy Philly's website: <http://www.foodfitphilly.org/eat-healthy-near-you/healthy-hospitals/>

F. FPAC Membership Survey Results

Governance & Membership Subcommittee chair Alison Hastings presented the FPAC Membership Survey results. The membership survey is administered every year to evaluate FPAC's membership diversity. The survey is not anonymous, but it is confidential. While it is required for FPAC appointed members, anyone is welcome to participate in the survey.

Out of the 36 total survey respondents, 26 appointed members participated. The data presented is based on those 26 appointed members only. FPAC membership is very diverse in age. In terms of income and income and ethnic and racial demographics, FPAC membership is more representative of the region, rather than Philadelphia proper. FPAC members' self-identified expertise within the food system skewed heavily towards production and retail.

The survey also includes questions related to life experiences that help contextualize the non-demographic diversity of FPAC's membership. The survey included a question about first-hand experience with food insecurity, and another about walking distance to food.

Members discussed questions, provided feedback, and agreed to continue discussing long-term membership goals related to FPAC's mission and vision during future long-term strategic meetings.

G. OTHER BUSINESS AND ANNOUNCEMENTS

Meeting attendees announced events from their respective organizations.

H. ADJOURNMENT

Meeting was adjourned at 5:00pm.

Submitted by:

Rachel Passman, FPAC Coordinator

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