



## SEPTEMBER 2018 EXECUTIVE SESSION

September 5<sup>th</sup>, 2018 | 3:00pm – 4:30pm | Municipal Services Building, 1401 JFK Blvd., 16<sup>th</sup> Floor

**Attendees:** Amanda Wagner, Calvin Okunoye, Jen Aquilante, Kathy Fisher, Cathy Davies, Suzanne Weltman, Jessica Moore, Lisa Quattlebaum, Molly Riordan, Saleem Chapman, Hannah Chatterjee, Mary Pham, Howard Bilofsky, Sam Mogil, Laura Crandall, Ash Richards, Rachel Fifer, Zawia Elliot

### **Agenda:**

1. Overview of the City Budget Process
2. Meeting with the Mayor
3. FPAC at Farm for the City
4. Open Session

### **1. OVERVIEW OF THE CITY BUDGET PROCESS**

Kathy Fisher introduced the topic and Saleem Chapman gave an overview of what the budget process looks like and provided suggestions on how FPAC can influence it.

One objective is to encourage City Council members to financially support FPAC and food-related programming in the City. Kathy suggested that subcommittee members can also brainstorm questions that would help City Council evaluate the effectiveness of existing City programs during budget hearings.

#### ***Budget Timeline***

- The City's fiscal year runs from July 1 to July 30.
- The Mayor presents the proposed budget to City Council in early March.
- City Council considers the budget proposal and votes in the Committee of a Whole.
  - o The Committee has 7-8 weeks to consider budgets and give recommendations before placing the vote on Council calendar.
  - o During this period, the Director of Finance and senior City department officials meet with Councilmembers in public hearings to explain their proposed budgets and answer questions from Council.
  - o The proposals go to the Committee of the Whole for a vote.
- City Council passes the final budget bills at a regular session in June.

#### ***Considerations***

- The majority of proposal changes occur in the Committee of a Whole.
- Budgets can be amended after the final passage. Money can be moved between departments and "classes" through internal processes.
- The Mayor's initial budget projections are very important. It is very rare for new line items to be introduced when proposals advance to City Council.
- Informally, City Council gets three budget asks, so it is important to find a champion in Council to get your recommendations included in the top three.



### ***Suggestions for FPAC***

- FPAC should start cultivating relationships in the Mayor's Policy Office and City Council as soon as possible. Building relationships is on-going work.
- FPAC subcommittees should do some research to see which City Councilmembers are potential champions. It is often clear which Councilmembers work on specific issues, like education (Gym) and the environment (Reynolds Brown).
- When developing budget recommendations, it is important to highlight:
  - o The impact of a dedicated budget or increased budget;
  - o Cross-sectoral collaboration and established partnerships;
  - o Diversity of FPAC members and members' work;
  - o Major accomplishments and how much more can be accomplished with more funding.
- A feasible way to get FPAC a dedicated funding stream is to advocate for an increased budget for the Office of Sustainability, which houses FPAC staff.

### ***Discussion***

- Attendees agreed that FPAC staff and co-chairs should meet with the Mayor's Policy Office to discuss the best way to engage around the budget and policy recommendations long-term. FPAC leadership will reach out to the Policy Office to set up regular meetings.
- One attendee suggested that City departments share internal budget processes and be receptive to feedback from FPAC. FPAC should also engage with City officials to align priorities and establish partnerships
- Another attendee suggested that FPAC first needs to establish itself as a critical resource.
- FPAC should not limit itself by thinking only unilaterally. FPAC's ultimate goal is to craft effective policies on behalf of the City, and advising the Mayor is one strategy. Department buy-in is important to implement the policies.
- FPAC can act as a facilitator in cross-departmental work, which City departments have identified as a value and a need.
- FPAC should match its policy platform recommendations to the goals and priorities of City departments. Members can then meet with department staff to work on aligning goals and help strengthen each other's positions.
- FPAC budget priorities will likely be affected by the Equity Working Group's discussion on diversity, inclusion, and equity in FPAC.
- The FPAC Policy Platform is long, so each subcommittee should hone in on one priority.
- Staff can create a template that subcommittees use to identify a priority at subcommittee meetings this month.
- The Mayor will likely support FPAC policies and programs that help alleviate poverty.
- Some FPAC attendees suggested that instead of asking for new money for programs, members can raise questions about how existing funds are being utilized and recommend using those funds more efficiently to support FPAC goals.
- One attendee suggested that FPAC evaluate existing programs to see if they are fulfilling goals.



### **Questions**

1. *Why does FPAC need dedicated funding, if we have existed without it?*  
FPAC needs dedicated funding because it will validate its role as a City advisory committee and provide security for FPAC staff positions and programming.
2. *How did FPAC get a budget for the Good Food Caterer Guide?*  
The funds came from a CDC grant that also created Molly Riordan's position as Good Food Purchasing Coordinator. This was born of a recommendation from the FPAC Good Food Procurement subcommittee.

### **Next Steps**

- FPAC staff develop a template for budget discussion in subcommittees.
- Subcommittee chairs will review the policy platform, select one priority and discuss:
  - o Budget implications
  - o Equity implications
  - o Expected impact
  - o Possible City Council or Administration champion and strategy
- Chairs will create presentations for the October general meeting to report back on subcommittee priorities.
- In the future, FPAC can map City departments and projects that relate to FPAC priorities.

## **2. MEETING WITH THE MAYOR**

When FPAC met with the Mayor last year, staff and members discussed FPAC accomplishments and the federal, state, and local context of the Council's work. FPAC developed a federal and state food policy and program briefing document and presented the content to the Mayor. Each subcommittee chair also verbally presented one City-specific policy recommendation.

Meeting attendees discussed when FPAC should meet with the Mayor next, and how the meeting should be structured. Attendees agreed that FPAC co-chairs and staff should meet with the Mayor's Policy Office staff first to discuss goals and long-term engagement. Other ideas that attendees raised include:

- Asking the Mayor's Policy Office staff what their priorities are;
- Planning a FPAC-specific meeting with City Council;
- Working with community members to plan a townhall; and
- Understanding which City Councilmembers are championing issues related to FPAC's work.

## **3. FPAC AT FARM FOR THE CITY**

FPAC's Food & Health subcommittee will host a listening session at Farm for the City on Sunday, September 16, from 2pm to 4pm. The goal is to hear stories from the public about food system challenges and opportunities in Philadelphia. Attendees from FPAC will bring healthy food items like



whole fruit to share. For more info, please contact [Dwayne Wharton](#).

#### **4. OPEN SESSION**

- FPAC submitted an application to the William Penn Foundation to fund the Urban Ag Strategic Plan.
- Nutrition Links is hosting free nutrition workshops at the Reading Terminal Market. Individuals who attend all six classes will receive a \$25 gift card to spend at the market.
- The Mayor will be signing the sodium warning label bill on September 14 at 1pm.
- If anyone is interested in receiving voter registration materials, please contact [Sam Mogil](#) at Share Food Program. These materials can help recruit voters and provide information on the change-of-address process.