

<p>Roles:</p> <p>Chair: Allison Dehonney Vice Chair: Antonina Simeti Recording Secretary: Sarah Herbst Corresponding Secretary: Beth Machnica Treasurer: Vacant</p>	<p>Meeting Attendees: 1. Allison Dehonney, 2. Antonina Simeti, 3. Beth Machnica, 4. Cheryl Thayer, 5. Dan Szewc, 6. Dave D'Amato, 7. Della Miller, 8. Elias Reden, 9. Kathy Peterson, 10. Kelly Asher, 11. Lisa French, 12. Lucia Leone, 13. Matt Kauffman, 14. Patricia Watson, 15. Rob Free, 16. Sarah Herbst</p> <p>Guest(s): Kelsey Otto</p>
<p>Date/Time: June 26, 2019 4:00 - 5:45pm</p>	<p>Location: Innovation Center 640 Ellicott Street Room: 4A</p>

Motion Log

Details on What we have Decided	Motion Passed: Y/N	How to Implement	Brought to Motion/Seconded
Motion to accept	N	Resend May meeting minutes to allow enough time for all members to read – vote next month assuming time allows (July meeting is for consultants)	
Motion to adjourn	Y		Kelly A. made motion Allison D. seconded Motion moved forward

Action Log

Who	Action	Carry-over action: Y/N	Due Date	Date Completed
Allison & Sarah	Write letter to Ciminelli	Y	June 26 th	TBD
ALL	Youth Recruitment – Agenda item	Y	June 26 th & ongoing	ASAP
Matt	Responses to Commissioner/BOH drafted	Y	June 26 th	TBD
Rob	Facilitate submission of the Urban Farm answers to BOH/Commissioner	Y	TBD	TBD
Kelly A	Pledge to be disseminated publicly via County Health Department - work on Press Release	Y	ASAP	TBD

Lisa	Share draft Governance Committee description with full council	Y	ASAP	7/9/19
Strategic Working Group	Further Define Community Engagement Goals and put it into something actionable	Y	July 24-31	TBD
All Members	Finalize Community Engagement Goals, be prepared to discuss goals/visions/strategies/training/etc.	Y	July 31	TBD
Beth	Send out poll to determine if members are willing to extend July meeting to discuss 1) community engagement action plan and 2) Governance Committee	N	July 24 th	TBD
Beth	HYPE one-pager overview of how it will feed into FPC (how would we operationalize – how would it look)	N	TBD	TBD
Executive Comm.	Facilitate Conversation on Communication: FPC Email & Cornell BOX vs. Google Drive – Aug. Meeting	Y	June 26 th	Aug. meeting

Relevant Notes:

- Public comments: N/A
- Executive Member Updates:
 - Allison D: Treasure & Governance Committee updates
 - Requesting nominations, check with people before you nominate them to ensure they are willing/able to accept the role
 - Electronic vote will occur, Beth to facilitate vote, date TBD
 - Kelly A. reiterated need for Conflict of Interest forms from few remaining members
- Urban Production Working Group Update:
 - CCE will be hosting an event in collaboration with Groundwork Market Gardens (Mayda and Anders)
 - Second Marketing meeting to be scheduled and held post July 4th with the intention that more farmers will update.
 - Joe K. from Grassroots garden created a Timeline/Gantt chart to upload
 - Joe also updated the Google Drive to have the list of urban farmers
 - Kelly A. to assimilate CCE soil safety information into a more digestible level (nonscientific) between a 3-5 grade reading level. This soil safety material will be used for the Fair
 - Meetings notes are available from first marketing brainstorming meeting.



Greater Buffalo
Urban Farmers pledg

- Strategic Planning Committee:

- Report shared via email from Cheryl and Antonina provided some additional updates.
 - This is to satisfy monthly report updates – per contract
- Strategic Planning Committee recently used the 6 identified themes – aka sides of the rubric cube: (Service/Project Coordination; Health; Agriculture; Economic Development; Environment; Consumer Education) and used these 6 themes the team coded the various charter/action plan items & activities as a group. This will then be used during the July meeting and the full council will then prioritize possible action items this FPC could adopt.
- Community Engagement Piece more generally still needs to be vetted out by the Full Council
 - Results need to be included into original scope of group so that stakeholder engagement voices / work can be included into final work (Charter)
- Strategic Planning Committee needs to meet before the July 31st meeting to ensure the Community Engagement definition get's refined based on last months full council meeting. The refined definition to be shared with full council prior to July 31st meeting.
- Strategic Planning Committee needs to meet ASAP to refine the previous Community Engagement into a more 'actionable' list
- Remaining interviews are pending feedback from full council on who we feel should be included in the second round of Stakeholder Interviews.
- Timeline - work completed versus what contract outlined in original scope of work
- Community Engagement was tabled until more council members are present

- Governance Committee Update:

- Lisa to share updated DRAFT Governance Committee description
 - Share document with full group, capture everyone's input via ([google drive](#) for efficient communication / tracking of edits / etc.)
- Youth recruitment and general recruitment to be added to this groups immediate/priority list

- Special Orders:

- Good Food Purchasing Program revisited, how does/would the FPC support the GFPP?
 - Current Resolution to be shared with Council. Resolution was shared with the Buffalo Public Schools. Resolution was presented to BPS already and in second round of revisions
 - Generally, members in attendance were interested to learn more from Rebecca on this topic
 - GFPP could naturally fit into our proposed Charter/Action Plan
 - See attachments below



- Re_ _GoodFoodBflo_ _GoodFoodBflo_
6_19 BPS Board Meeti Buffalo School Board

- Ciminellie letter:
 - Are Tax Credits available for Grocery stores (from City or others) EICT? k
 - Letter topics: disappointed in the way it was handled, list the things they said in email
 - Copy county, city, and ciminelli (Brendan Mehaffy from the Office of Strategic Planning) Reminder send to Kathy to do some homework on Taxes and other followup on the project with city involvement
- New Business:
 - [Milan Urban Food Policy Pact](#): full council needs to review and determine if FPC could / should apply. The city must first sign the pact, but the city needs to demonstrate willingness. Maybe Matt can facilitate the ask to the city (tax credit, water (\$4.000 fee to turn on), waste fee is still being charged for vacant lot). Allison to connect with Matt on the waste. Allison to follow-up with Dr. Raja at UB food lab to re-discuss
 - HYPE youth engagement strategy: is there a chance to bring the two together Healthy Youth Positive Energy – engage buffalo public school youth. YAC – youth advocacy council to get youth engaged with the FPC. The idea is to continue to keep HYPE alive. YAC was previously used to feed idea's into the FPC that were pertinent to Food Related Issues. HYPE was created out of YAC but has lost steam over the years and are looking to reignite this organization and use the FPC as the umbrella to do so.
 - Most members felt this would be a good way till open youth seats
 - Kelly A. and Allison went to Washington in early June for the Federal Food Safety Guidelines meeting. The guidelines are being adopted by parks. First step to get these guidelines to be adopted in the concessions and vendors RFP & contract process. Local, healthy options are part of the guidelines.
 - Next meeting Beth & Luca will provide update on Healthy Corner Store initiative

Recording: [FPC-20190626 2015-1](#) Duration: 1 Hour 31 Minutes | Recorded on Wednesday, June 26, 2019, 5:48 pm, Eastern Daylight Time (New York, GMT-04:00)

Bike Rack:

_Discuss / deliberate with full council at next June/August meeting to ensure most effective communication is taking place (Cornell Sponsored BOX vs. Google Drive)

- Executive Committee created Google Drive and FPC Email: BuffaloErieFPC@gmail.com
- Who uploads to County Website, is this most efficient mode to share agenda/meeting minutes with the public?
- Event Bright Account also created, how to manage log-ins / passwords, etc.

Meeting Adjured: 5:45pm