

January 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: January 26, 2022 at 4:00pm

Where: <https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOEEd0bmUrNGVFZjIHdz09>

4:00 - 4:20 **Welcome**

- Roll call
- Welcome new members - everyone introduce themselves
- Approval/Acceptance of [Last month's] Meeting Minutes
- Agenda considerations – open public

4:20 – 4:45 **Officer Updates**

- 2022 Agenda - Antonina
 - Request for EC nominations Due: Feb. 7th. Submit via gmail account buffaloeriefpc@gmail.com

4:45 – 4:50 **Unfinished Business**

- Conflict of Interest - Sarah G.

4:50 – 5:30 **Committee / Working Group Reports**

- FAP - Sarah G.
- Outreach - Pat W.
- GBUG - Joe K.
- Development - Julia
- Procurement - Antonina A.
- *General:* Committee/Working reports to submit email updates (3-5 bullet points) to EC no later than first Friday of each Month
- Reminder: every member must be on at least 1 committee/working group

5:30 – 5:50 **New Business**

- Google Drive education / overview - Sarah H.

5:50 – 6:00 **Agenda Considerations and Adjourn.**

(Jan. 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: OPEN Recording Secretary: Sarah Herbst Corresponding Secretary: OPEN Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Beth Machnica, Della Miller, Sarah Gatti, Patricia Watson, Rob Free, Sarah Herbst, Elias Martinez, Julia Gruspier, Joseph (Joe) Kurtz, Kathy Peterson, Mayda Pozantides, Greg Putney, Derek Nicholas, Heike Jacob, Brandyn Berry</p> <p><i>Not in attendance: Dan Castle,, James (Jim) Strusienski, Xylina Ulloa, Shelia Bass, Sashti Balasundaram</i></p> <p>Guest(s): Katie Morris</p>
<p>Date/Time: Jan. 26, 2022 at 4pm</p>	<p>Location: Zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Pat made motion to approve meetings	YES	Adopted notes	Della seconded
Sarah H. made motion to elect Lisa Neff	Yes	EC will reach out to Lisa and invite her for Feb. meeting	Seconded by Kathy

(Jan. 2022) MM

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
ALL	Requests for nominations due Feb. 7th for two open EC committees	N	Feb. 7th	
ALL	Submit the Conflict of Interest	Y	Feb. 7th	

4:00 - 4:10 **Welcome**

- Roll call - Welcome new members
- Approval/Acceptance of [Dec. 2021] Meeting Minute
- Agenda considerations – open public - N/A

4:10 – 4:30 **Officer Updates**

- Antonina presented our 2022 Agenda summarizing the completed and pending tasks associated with the Food ACtion Plan and Strategic plan. Highlighting that all members must be a part of at least one working group and/or standing group.
- Pat confirmed that she is the chair of the Outreach Committee.
- Requesting that Working Groups and Standing Committees meet in the first or second week of each month and email the Executive Committee a summary (even 2-4 bullet points) of meeting notes

- Nominations for Corresponding Secretary and Vice Presidents seats are open, please review descriptions and submit nominations by Feb. 7th. FPC will host a Google vote once nominations are submitted. Job descriptions can be found in [LINK](#)

4:30 – 4:45 **Unfinished Business**

- Submit signed Conflict Of Interest statement to FPC gmail no later than Feb. 7th. COI folder can be found here: [LINK](#)
- Project description for Community Food Security provided by Heike Jacob: "The pandemic has exposed significant gaps in the food security network. A one-time allocation of \$1.5 million will be made to support the creation of the nation's first community garden land trust and support nutritional food preparation programming, food delivery, and wellness education. Up to \$500,000 can be used to purchase existing community gardens that have a track record of consistent maintenance. The remaining \$1 million of funding can be used to support the programmatic elements of the proposal, including electric vehicle purchases for nonprofits organizations and community centers that make deliveries to food insecure older residents, cooking classes for low-income residents, and nutritional programming to address the food security needs of specific constituencies."

4:45 – 5:15 **Committee / Working Group Reports**

- FAP - Sarah G. shared progress and [link](#) to timeline to view. Reach out to Sarah G, should you have interest or follow-up questions. Breakdown of the food action plan and agenda for 2022.
- Outreach - Pat W. Planning activity for Fall, Sept. 17th. Outreach vision is to have a gleaning event/ fair from 11am-2pm. That will be hosted at the Grinder Center. The Food Action Committee felt that focus groups would be better suited for the end of 2022 and would help determine our implementation priorities for 2023. So, those groups should be coordinated and launched in quarter 3 of this year. Creating a master mailing list.
- GBUG - Joe K. Overview of Greater BUffalo Urban Growers - #1 priority is outreach to reignite the group. #2 revisiting pledge to tighten up language of pledge to create a revised pledge. Welcome any members to attend upcoming meeting(s). With a focus on Outreach work to reignite the working group.

- Development - Julia - Working on charter, and welcoming new members. Oversee the progress toward the Food Action Plan objectives and act as liaison between the FPC and the Food Action Plan working groups.
- Procurement - Antonina A. Feb. 10th at 10:30 am first meeting, if interested please join to support local food purchasing. FPC is also a member of the Good Food Purchasing Coalition - if any members are interested in joining/attending these meetings please reach out.

5:15 – 5:50 **New Business**

- Training TBD in Feb. March

5:50 – 6:00 **Agenda Considerations and Adjourn.**

END

February 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: February 23, 2022 at 4:00pm

Where: <https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOE0bmUrNGVFZjIldz09>

4:00 - 4:10 **Welcome**

- Roll call
- Approval/Acceptance of January Meeting Minutes
- Agenda considerations – open public

4:10 – 4:10 **Officer Updates**

- Intern update

4:10 – 4:20 **Unfinished Business**

- Conflict of Interests pending
- Member Bios due for FPC Website

4:20 – 5:00 **Committee / Working Group Reports**

- EC updates
 - Vote
 - Remapping of standing committee reminder: be on at least 1 standing committee and 1 working group. No more than 2 Standing Committee's
- FAP - Sarah G.
- Outreach - Pat W.
- GBUG - Joe K.
- Development - Julia
- Procurement - Antonina A.

5:00 – 5:30 **New Business**

- NA

5:30 – 6:00 **Agenda Considerations and Adjourn.**

(Feb. 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: OPEN Recording Secretary: Sarah Herbst Corresponding Secretary: OPEN Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Beth Machnica, Della Miller, Sarah Gatti, Patricia Watson, Rob Free, Sarah Herbst, Joseph (Joe) Kurtz, Kathy Peterson, Mayda Pozantides, Greg Putney, Brandyn Berry, James (Jim) Strusienski, Xylina Ulloa, Sashti Balasundaram</p> <p><i>Not in attendance:</i> <i>Dan Castle, Derek Nicholas, Shelia Bass, Elias Martinez, Julia Gruspier, Heike Jacob</i></p> <p>Guest(s): Thomas Baines</p>
<p>Date/Time: Feb. 23, 2022 at 4pm</p>	<p>Location: https://us02web.zoom.us/j/844866114 https://us02web.zoom.us/rec/play/dzcbDf4ZCnVEIJUaM-7NjgEHaj8wu7u8vagZamdOPx_UCK5qw872KAly7BQeH0VKEKQpJPuQ7cg8QH0g.9s7AHQgZ5BPBVsJZ (Passcode: vJ8n9hz\$)</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Pat W. made motion to approve Jan 2022 minutes	Passed	passed	Della seconded

(Feb. 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
ALL	Requests for nominations due Feb. 7th for two open EC committees	Y	Feb. 7th	
ALL	Submit the Conflict of Interest	Y	Feb. 7th	
ALL	Submit Bio by next meeting (March) and Photo	N	March 30	

Welcome

- Jan. Meeting minutes approved
- Joe to provide so Buffalo Transformation Funds for Community Food Security update by Joe later

Officer Updates

- One candidate for Internship from Damien college.
- March 15th the FPC will be attending & presenting the BOH meeting. The EC will be presenting.
- PPG training still underway, March is unlikely, EC to provide an update on this training.
- Grant dollars are being transferred to the Bison foundation, still underway. Pat is waiting to be reimbursed with outreach monies.
 - Outreach budget still pending and request the Outreach committee to come back to EC with a proposed budget for 2022. \$5K-\$10K

Unfinished Business

- Bass, Berry, Free, Martinez, Miller, Peterson, and Strusienski need to submit COIs still
- Submit member Bio & Photo for website and Outreach Media
- Pat suggested that there is an opportunity to continue to collaborate with Katie Morris.

Committee / Working Group Reports

- EC updates
 - Lisa Neff voted in as Corresponding Secretary and Joe Kurtz was voted in as Vice Chair
 - Remapping of standing committee reminder: be on at least 1 standing committee and 1 working group.
No more than 2 Standing Committee's

- FAP - Sarah G. Implementation Matrix: bit.ly/fpcmatrix shared, drafted a policy review protocol. Below are the policies the Policy Review
 - [Village of Hamburg Zoning Ordinance 1st](#)
Status: Public Hearing in March (*find out date, ask MAO*)
Concerns: No language on community gardens, agriculture, roadside stands
 - [NYS Farmworker Overtime ---](#)
Status: Pending Approval by NYS Department of Labor
 - [State Senate Bill S8088 3rd](#)
Status: In Committee
Sponsored by Michelle Hinchey
 - [State Senate Bill S7677 3rd](#)
Status: In Committee
Sponsored by Michelle Hinchey
 - [NYS CECLPA Draft Scoping Plan 2nd](#)
 - Comments due in May 1 committee is working to review

- Outreach - Pat W. Meet 2nd thursday of each month at 4pm.
 - Joe and Pat shared their update on the communication outreach calendar they are looking to implement. [Social Media ideas: for example](#) Meatless Monday, Highlight a veg. A week. Etc. welcome other ideas. [Outreach material google drive](#). If members have social media posts/events they would like to share, please share with Pat/Joe.
 - Jim provided an update of his work at the county working to get nutritious meals to seniors (promoting wellness programs as well). Jim does a lot of outreach for several programs in Erie county.
 - Question was raised - is there a conflict of interest by sharing members 'outreach' marketing information? In the spirit of the FPC becoming a 'hub', Outreach to vet this question, but based on initial discussion, there doesn't appear to be a material issue here as long as members identified any potential COI on the COI form (i.e. financial gains). WNY Producer List - in GBUG shared folder - <https://docs.google.com/spreadsheets/d/1A0j1wQlaVKV1ASs71j8AEuY90zRH8c9nGctSmCusgPc/e/dit?usp=sharing>

- Are there ways we can share our social media presence - can we spend some \$ to update and spread our contact. Find the Farmer link website - could we post about the FPC on there. Promotions on Facebook and boosts are fairly cheap and you can target geography - another suggestion to update our FPC presence.
- Greg made suggestions as well to target communication to specific stakeholders and work to build web/social media presence. Has the FPC identified our 'target audience'. What platforms can we have the broadest reach? Our strategic plan is an important resource that does look at the different important stakeholders.
- Suggestion by Sashti, to understand the stakeholder you want to target and look to understand what modes of communication those stakeholders use.
- [Declaration of support](#)
- GBUG: Met in Jan. and looking to finalize the pledge and will bring it back to the full council for approval.
 - Buffalo Community Food Security [survey](#), budget was drafted and shared with the City but it originally went unanswered - this was emailed to every member.
 - *According to the [ARP Spending Plan](#) on the City's website, \$500,000 of the \$1.5 million is already allocated toward "purchasing existing community gardens that have a track record of consistent maintenance" i.e \$500,000 allocated to Grassroots Gardens Community Land Trust. This leaves only \$1 million to be divided amongst the numerous urban growers, nonprofits, and organizations combating food insecurity in Buffalo. As noted, the Greater Buffalo Urban Growers Network and the Food Policy Council of Buffalo & Erie County already submitted comments prior to their allocation by the city which went unanswered. The purpose of those comments was to not take away from the already allocated \$1.5 million. But, to add to the total for community food security as GBUG and the FPC all felt \$1.5 million was not enough to address an issue that created record numbers at food banks, empty shelves at grocery stores, and a reliance on local farmers for food during the pandemic. I've encouraged GBUG and FPC members to submit their comments to the survey but, you can sense my skepticism of filling out another survey seeking comments that may again go unanswered.*
 - The Greater Buffalo Urban Growers Network and the Food Policy Council of Buffalo and Erie County would prefer to meet in-person or over zoom to talk about the comments and next steps moving forward. We'd like this meeting to include Brendan and Council Member Wyatt and not solely representatives from their respective offices. I'm reattaching the comments below for Brendan and the council member. Please let us know of dates and times when we can meet preferably before the next BCC Finance Committee Meeting on March 15th, thank you
 - Looking to hire an organizer as a lot of the outreach work needed to drive impact among GBUG.

- Development - Julia (three members currently) they have put together their [Charter](#)
 - Looking to identify 1-2 grants a quarter.
 - Looking to also explore capacity development opportunity options (i.e. hire staff, consultants to run strategic planning, etc.) as we are a volunteer base program we have a high priority to look for SUPPORT grants.
 - Satish shared a [grant](#) option.
- Procurement - Antonina A. Next meeting is March 17th 1-2pm. Charter is pending but our first task is to host a roundtable, with a focus on the private sector. Education / outreach is our focus. If you are interested, reach out to Antonia.

New Business

- N/A

Agenda Considerations and Adjourn.

March 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: March 30, 2022 at 4:00pm

Where: <https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOEd0bmUrNGVFZjIldz09>

4:00 - 4:10 **Welcome**

- Roll call
- Approval/Acceptance of February Meeting Minutes
- Agenda considerations – open public

4:10 – 4:10 **Officer Updates**

- Introduce Intern & Thomas Baines as official member
- Kelly A. replacing Julia

4:10 – 4:30 **Unfinished Business**

- Conflict of Interests pending
- Member Bios due for FPC Website

4:30 – 5:00 **Guest**

- Jeanette will be presenting the Public Land for Public Benefit policy developments

5:00 – 5:30 **Committee / Working Group Reports**

- EC updates
 - BOH updates, presenting back 3 categories of work to the FPC (food waste, connecting consumers and producers, food insecurity)
 - FPC Budget - \$5k to outreach, other members make a proposal to the EC to support individual outreach efforts, cover virtual conference fees
- Committee updates
- FAP - Sarah G.
- Outreach - Pat W.
- GBUG - Joe K.
- Development - OPEN

- Procurement - Antonina A.

5:30 – 5:40 **New Business**

- NA

5:40 – 6:00 **Agenda Considerations and Adjourn.**

(March 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Liss Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Beth Machnica, Della Miller, Sarah Gatti, Patricia Watson, Rob Free, Sarah Herbst, Joseph (Joe) Kurtz, Mayda Pozantides, Greg Putney, Sashti Balasundaram, Thomas Baines, Derek Nicholas, Shelia Bass, Elias Martinez, Kelly Asher, Heike Jacob, Lisa Neff</p> <p><i>Not in attendance: Brandyn Berry, James (Jim) Strusienski, Xylina Ulloa, Kathy Peterson, Dan Castle</i></p> <p>Guest(s): Addriena Bradley, Jeanette Koncikowski</p>
<p>Date/Time: March. 30, 2022 at 4pm</p>	<p>Location: https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOEd0bmUrNGVFZjIHZz09</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Beth made motion to approve Feb. 2022 minutes	Passed		Joe Seconded

(March. 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
All members	Outreach Proposal request to use funds (few hundred dollars) submitted to FPC EC & copy Patric W. to host outreach events to drive you FAP and Outreach Support	N		
GBUG	Summary crafted and send off to Jeanette sharing summary of the policy work we have done thus far, reach out to Mike Raleigh and outline the potential gap with food waste/composting (Satish)			

Welcome

- Roll call

Officer Updates

- Approval of last months minutes - Sheila and Derek abstained not at last minute
- Addriena Bradley joined the FPC as our Intern from Damen college
- Thomas Baines to join FPC

Unfinished Business

- COI missing from Jim S., Kathy P., Kelly A., Brandyn B., Elias M.
- Kelly A. shared there is UB student interested in volunteering this summer with the FPC
- Joe shared the plan to do member introductions via social media - starting in alphabetical order

Committee / Working Group Reports

- EC updates:
 - BOH feedback was to focus on three main themes:
 1. Connecting producers and consumers
 2. Food Waste Reduction
 3. Food insecurity (food equity)
 - Budget funds still to be relinquished to FPC through Rob F. and around \$13K to spend.
 - Professional development (75-100 dollars Max)
 - Outreach funds available for all FPC members to advance and/or do outreach for the Food Action Plan
 - Proposal for remainder of funds solicited by FPC members

- FAP - Sarah G.
 - Rapid policy response has been drafted and final updates to be shared next week
 - Village of Hamburg zoning updates shared
 - Climate Action work on deck for Working group
 - Implementation matrix - if you have follow-up actions you were tagged (if you have questions please reach back to Sarah G.)
 - NYS Agricultural Districts Explained-20220316
 - **Webinar recording:**
<https://erie.webex.com/recordingservice/sites/erie/recording/playback/f4cda0288767103abffe00505681b6b0>
 - **Password:** ECfarms22

- Outreach - Pat W. Meet 2nd thursday of each month at 4pm.
 - Brandon is heading forward with Gleaning event and put together spreadsheet with planning activities and Roles & Responsibilities - all members would be expected to support
 - **Soft date: September 17th from 11am-2pm @ Delavan-Grider Community Center**
 - https://www.usda.gov/sites/default/files/documents/usda_gleaning_toolkit.pdf toolkit resource
 - Della mentioned the idea of bringing back the youth group - can the recruitment committee be able to fill the youth seats

- GBUG - Joe K.
 - Looking to get more attention from County and Elected officials
 - <https://csresources.org> local resource to test soil safety - share by Satshi
 - https://www.dec.ny.gov/docs/administration_pdf/21cscawards.pdf - Satshi received funding link here

- Development - OPEN (three members currently) they have put together their [Charter](#)
 - Beth & Kathy are only members - no major updates at this time

- USDA (LMNP) grant - application due May 2022 public private partnership and would need a passthru (Beth to share link with Antonina to see if there is option for the procurement working group to support)
- <https://www.ams.usda.gov/services/grants/rfsp> - another option shared by Joe
- Procurement - Antonina A.
 - General idea is to do an introduction to Value Based Procurement as it has to do with 'food procurement', looking to host an event in May with focus on private sector

New Business

- Jeanette Koncikowski from GGWNY gave an update on why GrassRoot Gardens WNY (GGWNY) is pursuing this issue on PPG's community agenda. Public access to vacant land in the city - exploring challenges.
 - History of the problem: vacancy increased as population decreased. Roughly 8,000 vacant lots, with half on the eastside, almost 3,000 in the Fillmore district.
 - Solution: want a vacant lot reuse policy that centers community, protects public land for public benefits, is equitable and sustainable.
 - Vacant lot policy being requested - Task Force created began in June 2021 with goal of writing community-centered policy recommendations
 - 30-50% of lots be reserved for public benefits
 - RFP process created for non-profits and community groups
 - BIPOC voices and needs centered
 - Consultation with Seneca Nation in an official capacity
 - Increasing staff capacity within Real Estate and Strategic Planning esp planning staff
 - Involve Councilmembers in organizing neighborhood-level planning
 - Call for moratorium on the sale of all publicly owned lots until Neighborhood planning process is established
 - FPC Ask: alignment on FAP policies, share a letter of support with the GGWNY, open to overlap as their outreach and advocacy
 - Niagara Falls focus- looking to baseline land, what land is even safe to grow in (with food action Niagara Falls) but are about 10 years behind where BUffalo is in Vacant land policy.
 - Advocacy campaign next, email Jeanette for more information director@grassrootsgardens.org

Agenda Considerations and Adjourn.

April 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: April 27, 2022 at 4:00pm-6:00pm

Where: <https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOEEd0bmUrNGVFZjlHdz09>

4:00 - 4:05 Welcome

- Roll call
- Approval/Acceptance of March 2022 Meeting Minutes
- Agenda considerations – open public

4:05 – 4:15 Officer Updates

- Common Council updates – Rob
- FPC Gmail and List Serve – Lisa

4:15 – 4:20 Unfinished Business

- Budget for outreach and professional development – Rob
 - Invoice process and individual development cap set for \$100

4:20 – 5:00 Committee / Working Group Reports

- EC updates
- FAP - Sarah G.
- Outreach - Pat W.
- GBUG - Joe K.
- Development – Beth/Della
- Procurement - Antonina A.

5:00 – 5:55 New Business – Working Session

- Check in on FAP action items, how are we doing, draft SMART goals for 2022, external support

5:55 – 6:00 Agenda Considerations and Adjourn.

(April. 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Della Miller, Sarah Gatti, Patricia Watson, Rob Free, Sarah Herbst, Joseph (Joe) Kurtz, Mayda Pozantides, Greg Putney, Xylina Ulloa, Sarah Gatti, Danielle Rovillo, Derek Nicholas, Lisa Neff, Thomas Baines</p> <p><i>Not in attendance: Beth Machnica, Kathy Peterson, Brandyn Berry, James (Jim) Strusienski, Sashti Balasundaram, Kelly Asher, Sheila Bass, Dan Castle, Elias Martinez, Heike Jacob,</i></p> <p>Guest(s): Addriena Bradley</p>
<p>Date/Time: April 27, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Lisa made motion to approve Feb. 2022 minutes	Passed		Della Seconded
Pat made motion to pass the rapid response policy	Passed		Della seconded

(April 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
Rob/EC	Need a template for dispersing funds for Outreach but also personal development	N	ASAP	
All	Provide feedback to FAP on the Farm Laborers Fair Labor Practices Act	N	4/29	
All	Sign-up to support the Sept. 17th 11-2pm Gleaning event	N	May-June	
All	Share the FaceBook page with family, friends goal to get the 'likes' up to 200	N	ASAP	
All	Google Group Invitation out - everyone please accept	N	5/31	

Welcome

- Quick introduction to new members Danielle Rovillo and Addriena Bradley

Officer Updates

- Rob shared overview of the meeting with council members and the desire to have more collaboration
- Lisa shares the Google Group and will be hosting as moderator and welcomes members and non-members to be able to share through this group.

Unfinished Business

- Funds are official in the Bison Charitable Foundation
 - Will figure out a one-page template starting with Pat W. funds
 - Will need to have 2 signatures to sign-off refund

- Professional development funds for members is limited to \$100
 - Preferable before the event, request the FPC member would submit request and EC to approve request
 - Suggestion by Derek that a part of the personal development funds is that members are required to report back on their lessons learned back to the full council - how their professional development aligned with FPC and must report back to the full council at next full council meeting (add on agenda)

Committee / Working Group Reports

- EC updates
- FAP - Sarah G.
 - Seeking full council approval for the rapid response policy review process
 - Expect these rapid responses will be few and far between - but want to be agile enough to be able to respond in-time
 - Draft letter shared on the [Farm Laborers Fair Labor Practices Act](#)
 - All members to share feedback by 4/29 at 5pm
- Outreach - Pat W. Meet 2nd thursday of each month at 4pm.
 - Sept. 17th 11-2pm Gleaning event is moving forward, Google drive will have a list of tasks/to do's. All members asked to sign-up and help spreadsheet of Tasks for In the Garden of Eating (Gleaning Event) https://docs.google.com/spreadsheets/d/1HELaUfePq_Gd_tThwNA8-M2p1vO68ARCzPpnP3al7LY/edit?usp=sharing
 - Will be looking for financial support and in-kind time
- GBUG - Joe K.
 -
- Development - Chair OPEN [Charter](#)
- Procurement - Antonina A.
 - June 2nd is tentative date for the Procurement Education workshop - if interest please reach out to WG as this will be a zoom meeting and looking to limit to 60 attendees
 - The overarching goal of the meeting is to get as far as possible in planning for the "values-based procurement" workshop in the next few weeks. We have some new folks joining us to collaborate that are part of the Buyers and Markets group of the Food Future WNY initiative.

New Business

- Derek/Sarah G. to provide readout on the Good Food Buffalo Purchasing Program/Coalition and the Bill within the Senate
- Zoom account to be purchased - will look to be sharing these meeting audio the share

Agenda Considerations and Adjourn.

May 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: May 25, 2022 at 4:00pm

Where: <https://us02web.zoom.us/j/89646249246?pwd=UnQ5UzQ3R1YrOEEd0bmUrNGVFZjIHdz09>

4:00 - 4:10 Welcome

- Roll call
- Approval/Acceptance of April Meeting Minutes
- Agenda considerations – open public

4:10 – 4:30 Officer Updates

- Follow-up / Reminder on SMART Goals
- Google Group Update
- Attendance Policy

4:30 – 4:40 Unfinished Business

- Summer Intern Updates

4:40 – 5:20 Committee / Working Group Reports

- **Committee updates**
 - FAP - Sarah G.
 - Outreach - Pat W.
 - GBUG - Joe K.
 - Development - OPEN
 - Governance - OPEN
 - Procurement - Antonina A.

5:00 – 5:30 New Business

- Round Robin-upcoming summer event share out

5:30 – 6:00 Agenda Considerations and Adjourn.

(May 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Della Miller, Sarah Gatti, Patricia Watson, Rob Free, Sarah Herbst, Mayda Pozantides, Greg Putney, Danielle Rovillo, Derek Nicholas, Lisa Neff, Beth Machnica, Jim Strusienski, Sashti Balasundaram, Kelly Asher, Sheila Bass, Elias Martinez, Heike Jacob, Betsy Vazquez-Aradio</p> <p><i>Not in attendance: Joe Kurtz, Xylina Ulloa, Kathy Peterson, Brandyn Berry, Thomas Baines,</i></p> <p>Guest(s): Mallory Hohl</p>
<p>Date/Time: May 25, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Sarah H. made motion to approve April. 2022 minutes	Passed	Passed	Derek Seconded Madya and Heika abstained
Sarah H. made motion to adjourn the meeting	Passed	Passed	Heike seconded

(April 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
Rob/EC	Need a template for dispersing funds for Outreach but also personal development	Y?	ASAP	
All	Provide feedback to FAP on the Farm Laborers Fair Labor Practices Act	N	4/29	4/29
All	Sign-up to support the Sept. 17th 11-2pm Gleaning event	Y	May-June	
All	Share the FaceBook page with family, friends goal to get the 'likes' up to 200	Y	ASAP	
EC	Provide Heika with the Intern application	N	ASAP	
Derek	All interested in Youth Work Group to reach out to Derek to flush out this Working Group proposal - djn2@buffalo.edu	N	ASAP	
EC	Create Google form to continue the feedback regarding			

Welcome

- Introductions from our Mallory and Betsy gave intro as she is replacing Juilia

Officer Updates

- SMART Goals updates provided by Antonia, waiting on Development and Outreach SMART Goals - due ASAP or by May 31 so the EC can go back to the Council CHemeria
- Google Drive and Zoom account

- Members are expected to attend all full Council meetings, and all standing committee/working group meetings that they are part of.
 - If a member has missed 6 out of the last 12 full Council meetings, then the full Council will vote on whether or not the member will retain their seat.

Unfinished Business

- Internship ending with Addriena Bradley, with 2 new potential summer interns (Kelly A. shared that Sarah Robinson declined). Heike would like to receive the Intern Application as the City has received intern interest however City doesn't have capacity to support.

Committee / Working Group Reports

- **The Action Planning Committee (APC)** replaced the FAP name. Shared their Draft letter on the [Farm Laborers Fair Labor Practices Act](#) and will look to conduct a vote at the next full council meeting. APC will come back with the process documents / visualizations they are working on to outline advocacy actions
- **Outreach Committee:** Garden of Eating (Gleaning Event) logistics planning underway. Budget submitted in the Drive folder, make sure all members take the FPC information with them on outreach events and make sure to track those outreach efforts. Looking to purchase materials for the event - reimbursement process underway and Pat W. needs to be reimbursed.
 - EC will address the budget at the next EC meeting. Priorities and sponsorship will be apart of the council
 - Christina's info: Christina Ezak SNAP-Ed New York Nutrition Educator Cornell Cooperative Extension | Erie County 154 Cazenovia Street Buffalo, NY 14210 cne28@cornell.edu (ofc): 716.822.2288
 - Elias working to conduct a gardening and farming practices survey with Buffalo growers. Offered to apply the FPC information with the interview/survey process.
 - Outreach and Elias to follow-up on this process
 - APC to think about ways to get engagement around the FAP. The idea is to conduct a refresh survey in 2022, and will connect with the Outreach committee with a broader proposal.
- **Development** - Beth shared that the group will met and return some SMART goal but in need of capacity with only three members (Beth & Heike). Mayda voiced interest to support.
- **Governance** - Pending a chair and need to start the recruitment process and the gap identified that we need some rural farmer representation. ALI members to help communicate this open seat.
- **GBUG** - Work on updating the Pledge and slight pause with growing season underway

- **Youth** seat's pitch from Derek. Create a youth working group to operate as a Working Group, with the goal to eliminate jarring and support youth synergies/continuity. Looking for FPC members interested to support Derek in flushing out the logistics. 2 seats to be backfilled as outlined in FPC Operating Procedures. Members like Della, Heika, Beth, Danielle, Greg made the suggestion to look at public school board, 4H, Girl/Boy Scouts, greenhouse youth program at McKinley, Buffalo Prep, Rural, and other options.
- **Procurement** - June 2nd a workshop planned, with invitation only with around 20 attendees. Topic on Value Based Procurement with focus on members affiliated with the Buffalo Purchasing Initiative - 14 local anchor organizations with their procurement and food service folks.

New Business

- Group share: how can the FPC be most effective in bringing attention and supporting long term planning around food access? What is our role and what is our capacity to support, especially as Food Insecurity is a critical element of FAP.
 - Della to help educate the FPC on the history to get the Tops on the east site. Key sharings include: committee created several years ago to get a grocery store on the East side of Buffalo. Mayor Messeloa, Anthony Thompson - Council in the Mass District, and Ms. Della. The committee was very diverse, with police, lawyers, professors working on food issues in committee. The issues happening back in the 80/90's are still going on today. This committee created their own food co-op. They begged Tops/Wegmans refused, finally Tops came back to the table. Professor from Buff. State paid \$10K out of pocket to get quantitative data, the report was produced and provided to Tops. Della explained the disrespect, and was clear the objective of Tops was to make \$. City agreed to subsidize this project. This Tops is visibly inferior to all other Tops. The Tops on Jefferson is believed to recycle food (leftovers brought from other stores to this shop). This is food apartheid, not a food desert issue. They don't have healthy food in that store is the issue, here are a list of some ideas to consider:
 - Demonstration kitchens - how to prepare food
 - Community center in a grocery store like Dash's
 - Safe space to shop - shoppers must have safety in mind with giving control to the community so they can build what the people in the community needs
 - Mayda shared the importance of connecting with officials to empower them with knowledge and support (the people that are aggregating the needs of the community + growers + others and advocating to the government)
 - Sarah G. The County Executive is interested in getting another super market created in the East Side, and wants to connect with FPC to learn how best to move forward and address issues on food access.
 - Petition share: <https://www.wgrz.com/article/news/special-reports/buffalo-mass-shooting/petition-for-a-new-east-side-grocery-store-buffalo-mass-shooting/71-11cfa91f-045f-48f7-8ec0-966d6728e501>
 - What can the FPC do, listen and empower the community to share what their needs are. FPC should bring this information back to the elected officials. Sheila suggests that the FPC work directly with the community to see what their desired approach is. Can the Outreach committee conduct a focus group to voice their opinion, could we include a survey in the upcoming Gleaning events, a short 5 questions survey, could we invite the committee to the

next FPC meeting, could we go to block club meetings. A survey here, focus group here, block club meeting etc.

- Danielle shared there will be 3 MAP Mobile Market locations in Masten this summer. MAP may help with outreach or surveys at those locations.
- Della made a suggestion that there be a rapid response resource guide for organizations that are looking to support via donations.
- Mayda made a suggestion that these requests to conduct focus groups is potential Homework for the Council members and when asking community members to support focus groups there should be funding to support these groups. Maybe emergency funding to support future efforts. FPC may be in a position to provide suggestions to drive these efforts.
- Sashti - love the idea of community engagement (listening tour of the neighborhood) and connect learnings/ themes / trends to share with key stakeholders / elected officials. One angle of FPC could be knowledge sharing within / across our community in WNY.
- The organizations that are already doing the work are not getting credit and/or support to continue the work. MAP, Urban Veggies, Food Pharmacy Truck. Partnership is key, and the FPC can be the guiding light to support the collaboration/connections. Distribute the information as a hub and connect the network of resources.

Agenda Considerations and Adjourn.

- 10 min. Summary of our Homework to give Council members Chimera and Johnson.

June 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: June 29, 2022 at 4:00pm

Where: <https://us06web.zoom.us/j/84168708109?pwd=bGltbmpEZ3BFc2FrZGJDTGpjM281QT09>

4:00 - 4:10 Welcome

- Roll call
- Approval/Acceptance of May Meeting Minutes
- Agenda considerations – open public

4:10 – 4:30 Officer Updates

- Report out on conversation with legislators Chimera and Johnson
- SMART goal reminders for Governance & Development
- Reminders to fill Governance & Development chair positions
- Survey responses

4:30 – 4:40 Unfinished Business

- Summer Intern Updates

4:40 – 5:20 Committee / Working Group Reports

- **Committee updates**
 - FAP - Sarah G.
 - Outreach - Pat W.
 - GBUG - Joe K.
 - Development - OPEN
 - Governance - OPEN
 - Procurement - Antonina A.

5:00 – 5:30 New Business

- Youth Group

5:30 – 6:00 **Agenda Considerations and Adjourn.**

(June 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Della Miller, Joe Kurtz, Sarah Gatti, Sarah Herbst, Mayda Pozantides, Greg Putney, Danielle Rovillo, Derek Nicholas, Lisa Neff, Thomas Baines, Brandyn Berry, Kelly Asher, Sheila Bass, Elias Martinez, Heike Jacob, Xylina Ulloa, Beth Machnica</p> <p><i>Not in attendance: Patricia Watson, Betsy Vazquez-Aradio, Kathy Peterson, Rob Free, Antonina Simeti, Jim Strusienski, Sashti Balasundaram</i></p> <p>Guest(s): Nicole Borchard</p>
<p>Date/Time: June 29, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Lisa made motion to approve June. 2022 minutes	Passed	Passed	Heike seconded
Sarah made motion to adjourn the meeting	Passed	Passed	Kelly A. seconded
Sarah made motion to create the youth working group	Passed	Derek will coordinate the kick-off of this youth working group	Della seconded

(April 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
Joe/Sarah H.	Check with Sarah G. to see if any summer internship applications came in thru the .gov address			
EX	Review internship application with edits to include flexibility to the time commitment and start/end date and then share with Outreach to share via Social Media (Aug. 1st start date)			Completed week of July 11th

Welcome

- Introductions:
 - Nicole shared her background on Niagara Fall Food Action form and here as a listener in collaboration with FPC work.
- Approval/Acceptance of June Meeting Minutes
- Agenda considerations – open public - none shared
- Joe and Danille will co-chair the governance committee. Current standing committees are as follows: Outreach, Governance, Executive, Development Action planning. The Development Action Planning Committee is responsible for keeping an eye out for proposed legislation, regulations and policies that affect our food system. Current Working Groups: Greater Buffalo Urban Growers (GBUG) & Procurement
- Significant portion of the meeting was sharing the results of the Survey.
- Summary of the overarching points from APC meetings: Listen and support the community. Regarding the location of a supermarket, listen to the community on where a store should be located. Facilitate conversations with “boots on the ground” organizations/individuals and policymakers. Dissect the Food Action Plan and extract actions that connect with current food access issues. Add specificity to these actions to connect with specific organizations, issues, and partners.
- Food Access Research Atlas, most of Buffalo is in an area without access to a supermarket in the .5-1 mile range (enter an address, check the Green and Orange boxes on the legend): <https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas/>
- Garden of Eating: Gleaning Event invent can be found in link below: https://docs.google.com/spreadsheets/d/1HELaUfePg_Gd_tThwNA8-M2p1vO68ARCzPpnP3al7LY/edit#gid=1161341563 Danielle Rovillo offered to assist with inviting community partners. Outreach to share with FPC members a paragraph or two about the event plus logistic details. Danielle made a suggestion that the Erie County Office of Health Equity could have a table at the event as well. Nichole Borchard-Communications & Partnerships Manager from Double Up Food Bucks would like to have a table as well. Lisa Neff also would be happily be there for the American Heart Association with healthy eating and nutrition education resources. Elias Martinez offered to help design the flyers if needed.
- Summer Internship application is out (main focus is on outreach and social media) re-review internship application with edits to include flexibility to the time commitment and start/end date and then share with Outreach to share via Social Media with a new start date of Aug. 1.
- Motion passed to create the youth working group with no consideration - Youth Working Group doc: https://docs.google.com/document/d/1bZVi5L-jE9ec_JDzjbgTh8GyAlqIZVP77qSDIrdlaQk/edit?usp_dm=true
- Meeting for Aug. formally canceled with in-person gathering

Meeting adjourned at 5:30 pm.

<https://us06web.zoom.us/rec/share/nuRzNrrcwc-ug-qQt79HJiROJNRakzdfLuvrTk7Tu2dOWR-ERNbjdKvNLW3b5PU4.fShvQc9X8l0-A92X>

Passcode: fG0?Jq^n

July 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: July 27, 2022 at 4:00pm

Where: <https://us06web.zoom.us/j/84168708109?pwd=bGltbmpEZ3BFc2FrZGJDTGpjM281OT09>

4:00 - 4:10 Welcome

- Roll call
- Agenda considerations – open public

4:10 – 4:45 Officer Updates

- Brian Bray from County Executive's office "Presentation and discussion of options for FPC / Erie County partnership
- Progress with County legs / FPC partnership meeting
- FPC Program Coordinator (NYS Fellow) - FPC input on needs
- Approval/Acceptance of June Meeting Minutes

4:45 – 5:10 Unfinished Business

- [APC Policy Response Guidelines](#) and [Farmworker Overtime letter](#)
- Summer Intern Updates

5:10 – 5:40 Committee / Working Group Reports

- Committee updates
 - Development Action planning (previously Food Action Planning Committee) - Sarah G.
 - Outreach - Pat W.
 - Governance - Danielle R. and Joe K. co-chair
 - Development - Beth M.
 - Procurement - Antonina A.
 - Youth - Derek N.

- GBUG - Joe K.

5:40 – 5:45 **New Business**

- Reminder: August get together at Community Beer Works during regular FPC meeting time

5:45 – 6:00 **Agenda Considerations and Adjourn.**

(July 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Sarah Gatti, Rob Free, Sarah Herbst, Danielle Rovillo, Derek Nicholas, Lisa Neff, Brandyn Berry, Sashti Balasundaram, Sheila Bass, Elias Martinez, Heike Jacob</p> <p><i>Not in attendance: Della Miller, Patricia Watson, Mayda Pozantides, Greg Putney, Thomas Baines, Beth Machnica, Kathy Peterson, Jim Strusienski, Kelly Asher</i></p> <p>Guest(s): Brian Bray Policy Director Office of the County Executive</p>
<p>Date/Time: July 27, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Lisa made motion to approve June 2022 minutes	Passed	Passed	Joe seconded
Sarah made motion to adjourn the meeting	Passed	Passed	Joe seconded
Lisa APC Policy Response Guidelines	Passed	Passes	Betsy seconded



Joe made Motion to approve latter Farmworker Overtime letter	Passed	Passes	Derek seconded
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(July 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
All Members	Job Description for Fellow updates	N	Thur. 28th of July	

Welcome

- Antonina introduce our Guest Brian Bray
 - Background provided on current state:
 - FPC was created by the Board of Health as a sub commission of the Board in 2013
 - As per the Erie County Charter the Board of Health's charge is to "...advice on matters relating to the preservation and improvements of public health...".
 - It is a subcommittee of the board of health and there isn't another similar model under the county government to learn from, so there are proposed options forward to enhance the relationship between FPC and County.
 - Today FPC is accountable and responsible to the Board of Health.
 - **Local Law**
 - Highest degree of formality and permanency.
 - Best positioning to secure resources for the County government.
 - Would allow FPC to have relationship with the County and the Legislature
 - FPC goals, structure, and members would need to be appointed by County Ex. and then approved by Legislature.
 - "In my experience (Brian) they are more than willing to advance and not dictate who the FPC would want to appoint".
 - How does this process impact our resources? Could write FPC resource budget into law, county charter could have written paid staff, still goes through annual budget process, and is more likely to get funding if it is a line item in County Charter. It is implied that if the FPC budget is a line it will likely get a budget.
 - **Executive Order**
 - Formalized as part of the County gov. Via Executive Order by the County Executive.
 - High degree of formality.
 - Lower level of permanency.
 - Responsible and accountable only to the Executive branch.
 - Resources would largely come from the County Dept. - through departmental budgets (for example there is a gun violence task force some monies come thru probation department or other county departments). Work is done in conjunction with county departments. Should the FPC like to promote nutrition education to the low income population, we could solicit support from the Division of Health Equity and FPC would request hours of time to support.
 - Political process with several unknowns and unclear if Legislature and County Executive is interested in institution of a local law.
 - **Legislative Resolution**
 - Similar to Ex. Order, but supported by the Legislative branch.
 - Neither resolution or charter would be able to support a budget approval for a staff.
 - Some degree of formality.

- Low level of permanency.
- Resources would largely come from Legislative Staff to support the work. Creating the resolution would be a political process.
- **Seperation**
 - May receive support from county personnel but not guaranteed.
 - Could compete for county funding.
 - Ext earmarks in budget - might give money to a particular organization but that would go on an annual basis and there is no process for this. No dedicated funding stream and there are competitive bidding processes for County services.
 - Not responsible and accountable to the County government.
- Sustainable Business Roundtable Model - this was identified ahead of time to be created as an independent business case with its own sustainability.
 - Unlikely that the County would support without an end-game.
- Cultural resource advisory board - in county gov. Helps to create a fair and transparent methodology to approve funding - which is then submitted to the County for approval. Largely due to a political problem of solving discretion on how to approve funding (transparent process) around for more than 20years. Unlikely this is in the County Charter. Unlike the County would re-create this.
- Community based funding isn't available.
- Capital budget for City projects and 1% of that budget would go to City art projects and nothing like this at the County.
- If FPC becomes a local law, then the FPC would have a heightened voice and the County & Leg. would hear us (FPC) with an elevated voice.
 - Would we have the ability to advocate beyond the county if we choose either county / leg. Option. Yes we would be able to, but best practices to give Leg. at the time a heads up. There is no formal red tape to stop us from doing so.
- Executive Branch is being reviewed now and would need to be intro on or before Oct. 16th and they have 6 weeks to approve those budgets. Usually they get submitted in July to the Budget office.
- Oct. is when the decision would like to be introduce and from there 6 weeks to get final decision
- FPC debrief:
 - FPC would have a stronger voice when 'advising' on food policy topics under the option of Legislative and/or Executive.
 - We can solicit grants and possible donations under the county, grants yes but fundraising no. but as a 501c3 we could fundraise.
 - Could we have someone from UB law school or local legal services available to help FPC outline pros and cons of above structure ideas. <https://www.lawny.org/>
 - The more formal the better chance for resources year over year.
 - Local law stops after it is created, Executive order seems to have a higher chance of funding, where our Legislature would have to year/year to ask for monies. More options for support under Legislature because there are many people to partner with.
 - Do these resolutions have an expiration date?

- If there is funding coming from the county and that money runs out can we look for funding elsewhere as a member under the Legislative/County arm? Doesn't appear there would be a conflict of interest.
- We have till October to make a decision back, FPC members on call are leaning towards Legislative Resolution, with the desire to vet these ideas to some third-party legal entity. Antonina and Rob will continue to meet with the County legislature and will be presented in Sept. next.
- Public Health Fellow for a year, someone at the graduate level to be a program or FPC coordinator. Welcome FPC members to share areas that need support. Who on the FPC would oversee / be the regular point of contact to support a 40 hour work week (with some course work time around 5 hours a week) with this Fellow.
- GBUG - undergoing residential soil testing campaign - so share with Council Johnson & Chivera to share soil information to solicit support. Starting soon but a rolling effort
- Procurement - looking to connect in Sept.
- Development - looking to host the first meeting in Sept.
- Governance - to be meeting in Aug. as recruitment to happen in Jan.
- Outreach - to share flier asap
- Youth - hosted kick-off internal process brainstorming mentorship model (working on a presentation to solicit mentor's)

September 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: Sept. 28, 2022 at 4:00pm

Where: <https://us06web.zoom.us/j/84168708109?pwd=bGltbmpEZ3BFc2FrZGJDTGpjM281QT09>

4:00 - 4:10 Welcome

- Roll call
- Agenda considerations – open public
- Minutes Approval/Acceptance of July Meeting Minutes (no meeting in August - summer break)

4:10 – 5:20 Officer Updates

- EC updates
- Regroup on FAP and community partnerships (EC vs All Members)
 - Round Robin from all members to share what you are hearing and share 1 event can you commit to with your constituents
 - Brian Bray and Antonia to connect and with EC support craft the Oct. Presentation
- Interview process updates

5:20 – 5:30 Unfinished Business

- Outreach - lessons learned and what is on deck for next steps (go forward strategy for outreach)
 - Build community relationship or strengthen the relationship with county

5:30 – 5:50 Committee / Working Group Reports

- **Committee updates**

- Development Action planning (previously Food Action Planning Committee) - Sarah G.
- Outreach - Pat W.
- Governance - Danielle R. and Joe K. co-chair
- Development - Beth M. interim chair
- Procurement - Antonina A.
- Youth - Derek N.
- GBUG - Joe K.

5:50 – 5:55 New Business

- Open

5:55 – 6:00 Agenda Considerations and Adjourn.

(Sept. 2022) Meeting Minutes

<p>Roles Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees Antonina Simeti, Rob Free, Sarah Herbst, Danielle Rovillo, Derek Nichols, Lisa Neff, Sashti Balasundaram, Elias Martinez, Heike Jacob, Della Miller, Patricia Watson, Mayda Pozantides, Greg Putney, Thomas Baines, Jim Strusienski, Betsy Vazquez-Aradio</p> <p><i>Not in attendance: Sarah Gatti, Kathy Peterson, Kelly Asher, Sheila Bass, Beth Machnica, Brandyn Berry</i></p> <p>Guest(s): Sam Attea, Mallory Hohl</p>
<p>Date/Time: Sept. 28, 2022 at 4pm</p>	<p>Location: MEETING RECORDING LINK: https://us06web.zoom.us/rec/share/X5oB5Wh1Ujve6kkYZEddo1bQuJMhT3XXKd333ywev8JJQe3Cu6Uum0_JVaBNiwL0.LxkMMxgxrgCsbIER</p> <p>Recording Passcode: v@%@Hb1b</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:

Lisa made motion to approve July 2022 minutes, with ensuring correct that Joe and Daniella are co-chairing the Governance Committee	Passed		Derek seconded
Betsy Motion made to approve the letter of support for new Senate Bill for community garden designations	Passed	https://drive.google.com/drive/u/0/folders/1S4uBTjBpRfywF9wvTGII5DEAds66f7EA	Joe Seconded
Lisa made motion to adjourn the meeting			Sarah H. seconded

(September 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:

Welcome

- Roll-Call

4:10 – 5:20 Officer Updates

- Erie County updates, Antonina
 - Working with the Department of Health (DOH) through the NYS Public Health Fellows program.
 - Funded FPC coordinator position for a year, we have not been able to secure a candidate at this time
 - County is still supportive; this is a full time position with benefits. We would like someone at the graduate level, preferred but not required based on experience. County will provide a laptop. Hybrid remote role. 40 hours, and still vetting managerial structure, but will need to have 1 person be the supervisor, and welcome self-nomination, if any member is interested in supporting this task.
 - FPC will need to provide supervision. Understanding with DOH if this must be a county employee.
 - Link to apply: <https://forms.ny.gov/s3/Public-Health-Corps-Fellowship-Application>
 - Antonina discussed interview process, welcome every member to share application feedback, but with time limit of 1 week.
 - Erie County and FPC structure, Rob Free
 - At The Board of Health meeting yesterday, Rob had the opportunity to speak with Legislator Lisa Chimera. Lisa recommends FPC be written into Erie County law. Some concerns raised in the last meeting in July were around being beholden to the county, but Leg. Chimera said that would not necessarily be the case, but instead lay a foundation for funding and support. Brian Bray has since changed roles but a new Erie County staff member will be identified. Erie County still wants a presentation from the FPC by October. Leg. Chimera and Leg. Johnson invited to give insight to FPC, Rob will invite them to a future meeting - TBS.
 - Rob will follow up with legislators and also inquire on the October presentation date.
 - Danielle noted the meetings are October 6th and October 20th.
 - Questions:
 - Elias – Can we request a means to uplift concern from the community to politicians.
 - Danielle – Health Equity act of 2021, in EC Health Department but under the Board of Health. One benefit is this department was created into a law, so it will always exist, funding is variable. Other examples are county commission on

women, Gun violence prevention order. Who would introduce the law? Would we bring in the food lab to draft a bill? FPC would need to recommend a bill to be passed. Local law versus Resolution still to be vetted out.

- Thomas - Context shared on volunteer based boards, which lead to Health Equity most applicable comparison.
- Della – Leaning towards FPC becoming an independent 501c3, allows more flexibility for service in Buffalo and Erie County. Similar to how the Wellness Institute was housed in Buffalo City Hall, it had both City and private funding.
- Paused discussion to move on in agenda. .

4:45 Committee / Working Group Reports

- **Committee updates**

- Development Action planning (previously Food Action Planning Committee) – Derek N.
 - Sent out a letter of support for the new Senate Bill for community garden designations. Critical environment area, it goes to the state, there is an environmental assessment required. More information is needed as to how gardens will be protected. This ties into the public Land for Public Good policy that Jeanette from Grassroots Gardens had presented. Community Gardens as Critical Environmental Areas:
<https://drive.google.com/drive/u/0/folders/1S4uBTjBpRfywF9wvTGII5DEAds66f7EA>
 - Betsy – 1st
 - Joe K – 2nd
 - No opposition
 - Sarah G. has been putting all the LOS on the website: <https://www3.erie.gov/fpc/our-work>
- Outreach - Pat W.
 - A Gleaning event in September was canceled. The Executive Committee and Outreach Committee had a separate meeting last week on September 22nd.
 - There are committee questions regarding the purpose and deliverables of Outreach. Lacking of clear messaging, the decision made to cancel.
- Governance - Danielle R. and Joe K. co-chair
 - Members terming off and recruitment
 - Joe Recruitment Update: no one is terming off. It is not the year 2023
 - Mayda – what are the specific member needs for recruitment:
 - Antonina – any unfilled: Youth and Food Security
 - Votes would need to happen in December to bring a new member on in January
 - Annual by-law review and manage recruitment process & orientation
 - Add youth work group into the bylaws
- Development – no update
 - Mayda would like to be added to the Development committee
- Procurement - Antonina A.
 - Event back in June, slow progress since then. Follow-ups are needed. John Fisk who is doing the regional food plan work was a part of that event. There was interest in using the event as a model throughout the region. Need to reconvene the group for next steps. Antonina would like to organize what came out of that event and share with the FPC the challenges and opportunities.
- Youth - Derek N.
 - Last month (Aug.), Derek met with potential organizations that would become mentors and help recruit youth to the FPC. Suggested for hands-on food system training during the summer and FPC

during the other months to look at policy and administrative efforts. Ready to solidify youth mentors soon.

- Use the slack channel.
- Sashti – What is the “youth” definition? Derek shared 13+ is open to youth. The FPC does want young professionals.
- GBUG - Joe K
 - Urban Farm Day was a hit. Undergoing a residential soil campaign, able to test up to 20 households that are growing produce – PPG funds. Support home growing safely and getting people to test their soil and guide individuals to grow safely at home.
 - Della – Are there still spots available? Joe said they have about 10 slots left. Della would like to connect with the Clean Air Coalition; what is the application process? Joe said, soil tests are limited to individuals growing produce in the ground (not raised beds). Joe and Della connect offline to share flyers and introductions for CAC around advocacy efforts.
 - Sashti - Citizen Science Community Resources, Jackie James, <https://csresources.org>. Shared resources from Tonawanda group, essentially citizen scientists.
 - Joe and Mayda to connect with Leg. Howard Johnson (dist. 1). In addition to soil safety, Leg. Johnson was interested in Young professional development as well.

5:20 – 5:30 Unfinished Business

- Outreach - lessons learned and what is on deck for next steps (go forward strategy for Outreach)
 - Build community relationship or strengthen the relationship with county
- Future Vision – What do you see as the future of the food policy council?
 - Elias Martinez – Future vision would be to collect information, document issues, and then draft policies in conjunction with them, and turn them into the appropriate legislative bodies to make policy changes. Be solution driven.
 - Heike Jacob – Also on the Environmental Management Committee, learn from others, and be supportive in the food system work. Would like to see more suburban and rural communities represented on this FPC.
 - Derek – Echo Eli. The Food Policy Council or Advisory Council is able to assess the landscape of our region and connect to make the changes.
 - Della – If we go in the direction of what Eli and Derek talked about, hope that our work does not get lost in the legislative process. We could present our findings to politicians and take it on to run one program to make a

particular project happen. Nobody knows what the FPC is. Need regular communication, whether social media or newsletter. Media outreach campaign to show who we are to the community (NYC example).

- Antonina – A collective group that brings our networks and knowledge to this body. Hear what people need for advocacy, which can be soft or formal. Influence and make change. Personal goal as a member of the EC, looking for a sustainable pathway to achieve structure, funding and capacity to do this work. We lost some of the information sharing during FPC monthly meetings when we switched to workgroup report outs. Ability to make change through soft advocacy, we do not have the capacity to write policy/bills at this time but we CAN bring knowledge.
 - Joe – To be a connector, especially for marginalized communities.
 - Danielle – We could be more intentional in building our relationships and to be reaching all corners of Erie County.
 - Lisa – To be a convening body and a think tank.
 - Sarah H - Bring together stakeholders from diverse community sectors (Beyond just geographic)
 - Xylina – When she joined, thought it would be more community driven, that has been the missing piece. We have not been approachable or available to the community.
- Presently – What can we do now?
 - Building Trust
 - Relationships with Legislators
 - Convene organizations

NOW - What can we do now to have a unified message?



5:50 New Business

- Sashti to share animal mortality conference at the next meeting
- Pat Wilson – shared a [WNY Peace Center's 55th Annual Dinner](#) event coming up.
- Elias – Food Justice Tour: <https://www.eventbrite.com/e/food-justice-tour-tickets-413213250957>

6:04 Adjourn

October 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: Oct. 26, 2022 at 4:00pm - 6:00pm

Where: <https://us06web.zoom.us/j/84168708109?pwd=bGltbmpEZ3BFc2FrZGJDTGpjM281QT09>

4:00 - 4:10 Welcome

- Roll call
- Agenda considerations – open public
- Minutes Approval/Acceptance of Sept. Meeting Minutes

4:10 – 5:10 Committee / Working Group Updates

- **Committee updates**
 - Development Action Planning (previously Food Action Planning Committee) - Sarah G.
 - Outreach - Pat W.
 - Governance - Danielle R. and Joe K. co-chair Bylaw edits
 - Development - Beth M. interim chair
 - Procurement - Antonina A.
 - Youth - Derek N.
 - GBUG - Joe K.

5:10 – 5:45 Officer Updates

- **FPC structure pros & cons**

5:45 – 5:55 New Business

- Open

5:55 – 6:00 Agenda Considerations and Adjourn.

(Oct. 2022) Meeting Minutes

<p>Roles</p> <p>Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees</p> <p>Antonina Simeti, Sarah Gatti, Rob Free, Sarah Herbst, Danielle Rovillo, Derek Nichols, Lisa Neff, Sashti Balasundaram, Sheila Bass, Elias Martinez, Heike Jacob, Della Miller, Brandyn Berry, Patricia Watson, Mayda Pozantides, Greg Putney, Thomas Baines, Jim Strusienski, Jim Strusienski Joe Kurtz, Betsy Vazquez-Aradio</p> <p><i>Not in attendance:</i> Kathy Peterson, Kelly Asher, Xylina Ulloa, Beth Machnica</p> <p>Guest(s): Maureen Millane, Savannah Fedell</p>
<p>Date/Time: Oct. 26, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Lisa made motion to approve Sept. 2022 minutes			Betty seconded
Betty's made motion to adjourn the meeting			Sarah H. seconded

(Oct. 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
Governance Committee	Change control the name of the Food Action Planning Committee to new name Action Planning Committee	New	Dec. 2022	

Welcome

- **Roll-Call**
- **Committee updates**
- - [Development Action Planning](#) (previously Food Action Planning Committee) - Sarah G.
 - [Outreach](#) - Pat W.

- [Governance](#) - Danielle R. and Joe K. co-chair Bylaw edits
- [Development](#) - Beth M. interim chair
- Procurement - Antonina A.
- [Youth](#) - Derek N.
- [GBUG](#) - Joe K.

- **Office Updates**

- **Sashti's share out on animal mortality conference learnings**, deck found [here](#)
- **FPC structure pros & cons**: FPC's Sustainability and Structure discussion - view presentation [here](#)

5:45 – 5:55 New Business - NA

November 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: Nov. 26, 2022 at 4:00pm - 6:00pm

Where: <https://us06web.zoom.us/j/84168708109?pwd=bGltbmpEZ3BFc2FrZGJDTGpjM281QT09>

4:00 - 4:05 Welcome

- Roll call
- Agenda considerations – open public

4:05 – 4:50 Guest Presentations

- Chimera presentation with Council
- Patrick McGrath from <https://greattieconsulting.com/> will be presenting FPC / 501c3 structure overview

4:50 - 5:30 Officer Updates

- FPC Coordinator updates
- Minutes Approval/Acceptance of Oct. Meeting Minutes
- FPC Structure - Debrief and Overview Summary led by Joe K. [Link to folder.](#)
- Dec meeting - planning on the 28th unless FPC members have preference on 21. Important vote in Dec.
 - Note: all members must be eligible to vote
- FPC Coordinator Updates (*Joe K. excluded*)

5:30 – 5:50 Committee / Working Group Updates

Committee updates

- Development Action Planning (previously Food Action Planning Committee) - Sarah G.
- Outreach - Pat W. Newsletter
- Governance - Danielle R. and Joe K. co-chair Bylaw edits

- Development - Beth M. interim chair
- Procurement - Antonina A.
- Youth - Derek N.
- GBUG - Joe K.

5:50 – 5:55 New Business

- Open

5:55 – 6:00 Agenda Considerations and Adjourn

(Nov. 2022) Meeting Minutes

<p>Roles Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees <i>Antonina Simeti, Sarah Gatti, Rob Free, Sarah Herbst, Danielle Rovillo, Derek Nicholas, Lisa Neff, Sashti Balasundaram, Elias Martinez, Heike Jacob, Della Miller, Patricia Watson, Mayda Pozantides, Greg Putney, Thomas Baines, Jim Strusienski,</i></p> <p><i>Not in attendance: Kathy Peterson, Kelly Asher, Brandyn Berry, Sheila Bass, Beth Machnica,</i></p> <p>Guest(s): Legislator Lisa Chimera & Legislator Howard Johnson, Natalie Nitsche, and Pat McGrath</p>
<p>Date/Time: Nov. 30, 2022 at 4pm</p>	<p>Location: zoom</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:



(Nov. 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:

Welcome

- **Roll-Call**
- **Open conversation:**
 - **Lisa Chimera**
 - **Background** as legislator, led the health and human services and met Rob and learned about the FPC.
 - After reading the FPC action plan, Chimera was interested in connecting to have great impact, and having experiences as an educator, understands the importance of the core structure of an organization to be positioned to drive Impact/Outputs. Hence the conversation today about the future structure. Live Well Erie is an example of a similar living document that shares similar goals/objectives as the FPC action plan. But we have some operational structural challenges - perhaps we can incorporate some goals into the different departments across Erie County and the conversation today is to discuss openly possible paths forward.
 - Live Well Erie: changes to come, dedicated FTE staff to be appointed in coming months. Today there is no dedicated staff assigned to this project. Possible to drive policy change with this FTE staff in partnership with the FPC. County is excited and ready to take the next steps to formalize the county and FPC partnership. Calls out structure and implementation as an initial focus on the full time FTE to help with next steps. SO we can identify positive outcomes and data we jointly need to collect to show impact.
 - Send recording to natalie.nitsche@erie.gov.
 - **Howard Johnson** - passionate to bring education and healthy foods to the local communities. Want the FPC to present to the legislators as next steps, to get all 11 legislators behind this partnership (find funding and support broadly).
 - Resolutions can be dissolved, but if something is enacted into Law, that is stronger.
 - **Patrick McGrath from <https://greattieconsulting.com/>** presenting FPC / 501c3 structure overview
- **Office Updates**
 - Using Dec. meeting to continue to dialogue on structure and have a meeting at the end of the meeting, must be present at the Dec. meeting to vote.
 - Dec. meeting at MAP on Dec. 21st meeting = hybrid option
- **Committee Updates**
 - Outreach - Event on Dec. 8th. Lisa working on a newsletter, Pat chair, Danielle helping with social media, Sarah G. maintaining the FPC website
 - Governance - Operating principles has Outreach as a working group from a standing committee, so that we can have public representation on the council. Need to make a motion and hope to vote in Jan. Group to share new Operating Procedure
 - APC - commented on gardens in buffalo, working on a policy review matrix (to be shared with full council), 1-page [infographic](#) to show overall output from the year. All members to email the APC to share any policy consideration
 - Youth - formalize the mentorship membership application, vote on this in Dec. Have a spreadsheet with local organizations already working with youths and welcome all members to share any organizations.

5:45 – 5:55 New Business - NA

Meeting Recording

https://us06web.zoom.us/rec/share/C6KS7FG8yxcRjtYcsLFkXsBBpcdMeM7G8-CVy94HXe7Lk0g-G6Aac__KiXCAtFal.jtCGHUQTkomtCEyT?startTime=1669842461000
Passcode: 6J+t@h1B

December 2022 Agenda

Food Policy Council of Buffalo and Erie County Agenda

When: Dec. 21, 2022 at 4:00pm - 6:00pm

Where: Restaurant at Bison Field

<https://us06web.zoom.us/j/84168708109?pwd=bGlTbmpEZ3BFc2FrZGJDTGpiM281QT09>

4:00 - 4:05 Welcome

- Roll call
- Agenda considerations – open public
- Minutes Approval/Acceptance of Oct. & Nov. Meeting Minutes

4:05 - 5:50 Officer Updates

- **FPC Structure - Debrief and Overview.** [Link](#) (presentation with EC input).
 - 10 min. Overview of the options - Joe
 - Overview Q&A
 - Set clear expectations - rules of the vote
 - Followed by round robin all members share their feedback/vote (2min max. Each member)

- o Vote

5:50 – 5:58 Committee / Working Group Updates

- **FPC Coordinator Updates** (*Joe K. excluded*)

6:00 Agenda Considerations and Adjourn

(Dec. 2022) Meeting Minutes

<p>Roles Chair: Antonina Simeti Vice Chair: Joe Kurtz Recording Secretary: Sarah Herbst Corresponding Secretary: Lisa Neff Treasurer: Rob Free</p>	<p>Meeting Attendees Antonina Simeti, Sarah Gatti, Rob Free, Sarah Herbst, Danielle Rovillo, Derek Nicholas, Lisa Neff, Elias Martinez, Patricia Watson, Mayda Pozantides, Joe Kurtz, Xylina Ulloa <i>Not in attendance: Sashti Balasundaram, Sheila Bass, Della Miller, Thomas Baines, Jim Strusienski, Brandyn Berry</i> Guest(s): Mallory Hohl</p>
<p>Date/Time: Dec 21st, 2022 at 4pm</p>	<p>Location: Restaurant at Bison Field</p>

Motion Log			
Motion:	Passed:	How to Implement:	Brought to motion/seconded:
Sarah G. made motion to approve Oct. 2022 minutes	Passed		Danielle seconded

Derek made motion to approve Nov. 2022 minutes	Passed		Sarah G. seconded
Lisa made Motion to change our current structure as a sub-committee of the Erie County Board of Health, to a more formal structure as a food systems / policy advisory council within Erie County government, therefore not becoming a 501(c)3 / non-profit.	Passed	The nature of this new structure within Erie County will be designed and formalized alongside county partners in 2023, subsequent to this vote.	Pat seconded
Lisa made motion to adjourn the meeting	Passed		Sarah H. seconded

(Dec. 2022)

Action Log				
Who:	Action:	Carry-over action: (Y/N)	Due Date:	Date Completed:
EC	Commensurate a list of concerns the FPC has in relation to the implementation of the Motion that passed at Dec. 2022 meeting			



Welcome

- Roll-Call
- Open conversation:
- Motion

Recording: https://drive.google.com/file/d/1SvHb1kfLJQ-yu3J6kgK2C8oN-1Ve95Fq/view?usp=drive_web