**Meeting Minutes**

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| **Date/Time/Location** | 2/20/17 4-6PM Public Works Building |
| **Facilitator** | Kiera Bulan |
| **Note Taker** | Nicole Hinebaugh |
| **Time Keeper** | Mary Lou Kemph |
| **Attendees** | Kiera Bulan, Brandee Boggs, Darcel Eddins, Mary Lou Kemph, Nicole Hinebaugh, Amber Weaver |

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| **Consent for Last Month’s Meeting Minutes** | Consent |

**Minutes**

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| **Agenda Items** | **Discussion** | **Conclusions/Action Items** |
| 1- Check-in and set next meeting date- 5 mins 4-4:05 | * *3rd Monday in March = 3/20/17*
 | * Consent
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| 2- Approve meeting minutes from 1/23/17 & approve today’s agenda– 5 mins: 4:05-4:10 | * Would like to add: thinking about GC: down to 1 rep in a lot of clusters (recommendation to do this during the Cluster Update section)
 | * **Meeting minutes approved**
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| 3-Cluster updates – 5 minutes/cluster 20 mins: 4:10-4:30 | * Land Use cluster:
	+ Carolina couldn’t come to meeting
	+ Meeting was cancelled
	+ Jillian is pulling way back, and Mary Lou feels that there isn’t enough mass to continue holding cluster meetings with only one person.
	+ Should Land Use take a step back for a few months?
	+ Other areas of focus that could be pursued possibly: Emergency Preparedness.
	+ Mary Lou is interested in possibly resigning from GC at this time if there is not an active cluster to represent.

Responses:  -people are very busy right now and being pulled in a lot of different directions.  -opportunities in our governance doc for clusters to convene in different ways when there isn’t critical mass: emails, google drive, etc.  -clusters are helpful for getting updates about the work that is happening, and would be helpful to continue for this reason if possible.  -could possibly launch a more serious recruitment effort.  -important for this FPC to remain active in some way, because it’s been the most active in our region, and holds a level of importance for organizing and responding to issues as they arise, and for moving solutions forward.  -for some time now we’ve been focused on doing internal work, and people are interested in seeing external wins right now.  -advocacy and policy work are the hardest things to get funded. But it is very important to get this work funded.  -need to take time to compile our wins, the work we’ve done, and the work we are doing now that is important so that people know what we’ve been working on. Need to do a better job of communicating this clearly at cluster level and at GC level.  -what would it look like if we opened our meetings up to agencies? Gov’t or otherwise. We could have people there regularly who are actually doing the work.  -would be a good idea to do some strategic invitation to the folks who should come to the table, and some greater general outreach. Ex.: it would be great if Greenworks could be part of the Land Use cluster.  -we could do a targeted letter to specific organizations, and could plug in the FPC to the UAA Community Listening Sessions. -how do we as a FPC be adaptable to emergent needs and issues in order to be inviting to people and groups who are interested in working on areas that may not fit neatly into an existing cluster?  -what kind of system could be in place to work on this when it comes up: ex: emergency preparedness and local food in the schools?  -city has nearly 50 committees: could there be a way to work with the city to gather participants from their committees if some of those committees could come out from under the city.  -with the 7 new community gardens coming on with the city the Land Use cluster does have things to focus on right now, if we did a better job of alerting folks.  -also, city is going to be convening a series of public forums around the topic of Community Land Trusts, and the development of a steering committee to plan for and form a CLT. This could be a good space to look at recruiting Land Use participants.  -might be good to jump in with the water cluster for the time being, and also communicate with former cluster members.  -would be good to keep this conversation alive at the GC so that we can keep strategizing to solve these issues.  | * +
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| 4- Coordinator report- 10 minutes: 4:30-4:40 | * 2 interns and a volunteer started this week.
* Kiera will work with Lyn (a writer)
* Grace is starting with water cluster
* Request was made by HCD committee members for ABFPC not to apply for SPF funds, and to go through the Sustainability Dept. instead.
* Another wonderful volunteer: Holly: approached FPC and will do some research about grants and policy
* Forum on Friday:
	+ Kiera did a great job: continued to bring the conversation back to equity and social justice in a way that could be heard.
	+ Hannah from MANNA foodbank was really great, too. She has her information together.
	+ Laura (UNCA dietician) also did a great job.
	+ Good crowd, a full room.
	+ Moderator could have been a little more engaged with questions and responsiveness.
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| 5- Planning for strategic planning recommendation from working group– 10 mins: 4:40-4:50  | * [LINK](https://docs.google.com/document/d/126gebc40ZAZa4xn99lTuFK7xsKt5U_RoTnSapGyRwiw/edit) to planning committee notes and recommendations doc
* Going to skip this and send out as a follow up.
 | * Kiera will send out a follow up to this.
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| 6- FPAP - 20 mins: 4:50--5:10 | * Survey data analysis and cluster work planning- [HERE](https://docs.google.com/spreadsheets/d/1G3Z3CK1007XERg3u8VVEhxydkxe4TneXkJ-dgwG_iJ4/edit) is the survey analysis & draft layout for FPAP
* How should we get the FPAP info and requests out to clusters?
	+ We would like the clusters to workshop the preliminary survey results to send back to the GC.
* Kiera can share preliminary analysis/organizing of results.
* Emergency preparedness came in last place.
* Clusters need to overlay feasibility, ideas, and background knowledge to survey results to shape the results.
* Kiera and Amber have been drafting a version to go to clusters to encourage their conversation around this.
* Amber and Kiera could possibly tag-team to be present with clusters at their meeting to be able to help facilitate the conversation. Format is modeled after DC’s climate plan.
	+ Kiera will check with each of the clusters to set this up.
* 141 participants in survey. But some of them were representative of several people.
 | * Kiera will communicate with all the clusters to come to the next set of cluster meetings to facilitate FPAP revisions.
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| 7- Amber Weaver- City Climate work report out -20 mins: 5:10-5:30 | * Amber introduced initial draft version of climate threat analysis and how it relates to food infrastructure (food processing/distribution centers).
* Food location points (grocery stores, restaurants, community gardens, etc): highest risks: areas where there are many SNAP participants and areas prone to flooding.
	+ Potential options:
		- Mobile food markets connecting to food distribution centers and grocery stores
		- Develop emergency preparedness plan for flooding
		- More frequent transit options and food routes
* One of the largest threats is flooding. Ex: MANNA foodbank.
	+ Possible options to consider for this:
		- Develop planning with low-threat distribution sites for use in case of emergency
		- Relocation of facilities (long-term time frame)
		- Dam for flood mitigation
		- Green infrastructure.

-This piece is not complete yet, but can be introduced to comprehensive plan as assessment. -May approach ABFPC for further fleshing out details and solutions around these issues.  |  |
| 8- Activating Policy Mobilization cluster- process discussion- 20 mins 5:30-5:50 |  | * Decided to table this discussion and bring it to the next GC meeting.
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| 9- Community Food Strategies technical assistance update- 5 mins: 5:50-5:55 | * Kiera spoke with Jared last week, and now have a weekly conversation scheduled for Thursdays at 9am, and Kiera can provide call-in info to anyone interested in joining call.
* First point of work together: research on policy work.
* Need to pay them at some point.
* We’re able to stretch out our hours with them over 12 months instead of 6 months.
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| 10- 1. Closing round- 5 mins 5:55-6 | * Excited to see that emergency preparedness is beginning to gain elevation in the minds of the city and beyond, and excited to begin to think about/work on this in the FPC.
* Good meeting, and gratitude for everything that Kiera and everyone is doing.
* Great that we’ve got volunteers coming in.
* Excited for clusters to get into the analysis of the FPAP revisions.
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**Next Meeting**

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| **Date/Time/Location** |  |
| **Facilitator** |  |
| **Agenda**  |  |