

Meeting Minutes

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| Date/Time/Location | 5/15/17 |
| Facilitator | Kiera Bulan |
| Note Taker | Nicole Hinebaugh |
| Time Keeper | |
| Attendees | Kiera Bulan, Mary Lou Kempf, Jillian Wolf, Nicole Hinebaugh, Brandee Boggs, |

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| Consent for Last Month's Meeting Minutes | Approved |
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Minutes

| Agenda Items | Discussion | Conclusions/Action Items |
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| 1-Check-in and set next meeting date- 10 mins: 4-4:10 | <p>-Next Meeting Date: June 19th (Kiera won't be here, but can still prepare the agenda)</p> <p>-Consider new recurring meeting time (Ariel has recurring conflict with current meeting time):</p> <p>-preferences:</p> <p>-Ariel: first or second Monday would work. -not sure of her availability for Fridays.</p> <p>-Mary Lou: like the 2nd or 4th Monday date we held previously. Could also do Fridays during the day. Could do first Monday if that was the only choice.</p> <p>-Nicole: prefer to keep a Monday evening meeting time. Could also do Fridays during the day.</p> <p>-2nd Monday is no good.</p> <p>-Amber: Mondays are tricky. Fridays during day?</p> <p>-Jillian: could do Friday during the day,</p> <p>-Brandee: could do Friday earlier in the day.</p> <p>-Kiera: Fridays could work during summer, but not sure about afterward (childcare considerations).</p> <p>Ariel's availability:</p> <ul style="list-style-type: none"> • first Monday of the month • first Tuesday of the month • first Wednesday of the month • second Monday of the month | <p>-Next Meeting Date: June 19th: 4-6pm</p> <p>.</p> |

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| | <ul style="list-style-type: none"> · second Tuesday of the month · third Wednesday of the month <p>-Food Disaster and Resiliency Workshop coming up on Saturday May 20th from 9am-12pm at Lenoir Rhyne. Kiera and others will be on the panel.</p> <p>-Community Land Trust effort is potentially getting a boost from a collaboration developing between Land Conservation and Community Economic Development groups. Next (and final) CLT meeting held by the COA will be this Thursday evening (May 18th) at 6pm at the Stephens Lee Center with childcare and interpretation.</p> <p>-CLT series movies being shown on Wednesday the 17th at 6:30pm at the Grant Center.</p> | |
| <p>2- Approve meeting minutes from 4/17/17 & approve today's agenda- 5 mins: 4:10-4:15</p> | | <p>Approved</p> |
| <p>3-Cluster updates- 5 mins/cluster- 20 mins: 4:15-4:35</p> | <p>-Water Cluster: continuing to work with intern on survey and will share once it is complete</p> <p>-Land Use Cluster: this cluster no longer in formation. Need to officially dissolve according to the governance documents. Working on re-forming a cluster around the concept of Resilience. Could work on a number of items: community land trusts, community gardens, community kitchens, etc. Carolina is helping with next meeting: securing the location and may be facilitating. Need to have 2 other members to form a cluster: supposed to have 5 people. May be able to attract people at the Resiliency Panel this weekend: Jillian will put out a sign-up sheet for people interested in cluster activity. Would be good to put a planning arc/timeline in place around how the cluster formation will proceed to help new or existing people understand what the path will be.</p> <p>-Access Cluster: has been working on supporting Double Up Food Bucks, but last cluster meeting was mostly about coming up with a Cluster-based response to the current FBFC fiasco regarding the</p> | |

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| | <p>public stand that a staffer has taken implicitly representing the FBFC in support of \$1 million for policing that is being requested by Chief Hooper in the COA budget. The Access Cluster developed a response about this and how it is not in alignment with our values as a cluster as well as how it could potentially impact the DUFB program, and sent it to the FBFC board. The FBFC board is meeting on Thursday and will be discussing this issue. Will consider making the statement/communication public.</p> <p>-Farmer Support Cluster: no updates at this time</p> | |
| <p>4-Coordinator report- 10 mins: 4:35-4:45</p> | <p>-FPAP work: Kiera is holding one on one meetings to continue to gather stakeholder input regarding particular emerging goals and actions.</p> <p>-Website work: Fullsteam Labs is continuing to help with the website work, but also recommends that we may want to consider to invest in a new website at some point. Ours is fairly archaic at this point.</p> <p>-SACEE: Kiera presented an update on the FPAP redevelopment timeline and process. Got good feedback. SACEE has a new chair: John Noor. Keith McDade is the new Vice Chair. Looking for ongoing feedback around how invested they would like to be in the redevelopment process.</p> | |
| <p>5- FPAP update- 15 mins: 4:45-5</p> | <p>-See above notes.</p> <p>-Some feedback from SACEE and Gordon Smith: questions coming up about how to best incorporate things that are happening outside of the COA or ABFPC work but not specific to food work in a way which is meaningful but does not dilute the Food Security-based work. Examples: Living Wage and Transit. These action steps are somewhat different from the other actions steps in the FPAP: they look like “supporting” the existing work of specific organizations, rather than developing other actions/solutions. This could be re-phrased to look like supporting the type of work, but not naming specific organizations. There is also a partner section where specific organizations related to the type of work prioritized will be named.</p> <p>-In general the feedback has been positive, but also that the document does seem like a complex and somewhat impenetrable beast. Part of finalizing this</p> | |

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| | document will be to drill it down into a more digestible version. | |
| 6- Meeting of the Whole date set-5 minutes 5-5:05 | <p>-Discussed a little at last meeting about not wanting to overlap too much with Food Waste Recovery Summit: mid-October.</p> <p>-We want this MOTW to be a coming out event for the new FPAP and to reinvigorate cluster participation.</p> <p>-Early September or Early November.</p> <p>-Early November would give us the chance to promote the MOTW at the FWR summit.</p> <p>-Thursday November 16th could be a good date.</p> <p>-Need a sub-committee for MOTW preparation.</p> <p>-ABFPC interns are done for now.</p> <p>-Megan Cadwallader (DUFB intern) could possibly help with this. Would be good opportunity to promote the DUFB program, too.</p> <p>-Ariel might be able to work on this, and would be good to involve Amber in the thinking/planning.</p> <p>-Where: Southside: Grant Center? Stephens Lee Center?</p> <p>-Would be good to do more visioning of event at GC: put together some sort of event description. Then ask some folks to form sub-committee.</p> <p>-Could look at some FPAP action prioritization at this meeting.</p> | <p>-Will bring MOTW visioning discussion to next GC meeting.</p> <p>-Date: may be Thursday November 16th.</p> |
| 7-Evolving clusters-process discussion- (45 mins) 5:05-5:50 | <p>a. LUC follow up discussion– 10 mins 5:05-5:15</p> <p>-see above notes</p> <p>b. Activating Policy Mobilization cluster 20 mins - 5:15-5:35</p> <p>-have been looking at reaching out to people who have been previously involved with Policy Mobilization and some institutions to get their input, help make strategic connections, and for possible long-term involvement in this work.</p> <p>-would like to develop policy advocacy pathways maps for the city/county/institutions.</p> <p>-have been talking with Jared Cates about this also to develop some of the strategy of this work. Will be meeting with group next week to develop outline of this workplan.</p> | |

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| | <p>-Brandee, Darcel, and Kiera are working on this.</p> <p>c. Possibility of a metrics cluster- 15 mins- 5:35-5:50</p> <p>-Kiera met last week with Terri March and Ameena Batada to talk about their work previously and possible future collaborative work to access data that is being collected on their end and ours.</p> <p>-They were both excited and willing to participate.</p> <p>-Terri will organize a Results Based Accountability training in the fall (in collaboration with ABFPC) that could have the FPAP working doc as its focus. This could also help to recruit participation in a future Metrics Cluster.</p> <p>-Ameena is interested in reinvigorating UNCA connections: standing student seats on certain clusters, reconnect with Key Center, connect with other UNCA faculty to participate on clusters, and looking at potential funding streams for ABFPC. Interested in advocating for ABFPC and its success.</p> | |
| <p>8-Community Food Strategies technical assistance update- 5 mins: 5:50-5:55</p> | <p>-Brandee and Darcel met with Jared Cates and Rochelle Sparko.</p> <p>-discussed challenges to collaboration with ASAP in world of food policy, and about the hosting of a CFS Technical Support person.</p> <p>-also talked about sharing certain ABFPC documents with CFS. Checking with Darcel to learn if this has happened. Kiera will share if it has not happened already.</p> <p>-CFS would like ABFPC to submit a story idea for inclusion on their website.</p> <p>-Carly has moved on from her position with ASAP and CFS, and has moved to Durham to work with the Research Technology Institute.</p> | |
| <p>9-Closing round- 5 mins 5:55-6</p> | <p>-Got a lot done. Good meeting.</p> <p>-Many things swirling in the Food Policy world, but this felt good to get things.</p> | |

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| | <p>-Happy to have things moving forward, and for all the work Kiera is doing independently to move our work forward.</p> <p>-Happy to meet with everyone here to touch base and get feedback and input on work.</p> | |
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Next Meeting

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| Date/Time/Location | Public Works: June 19th from 4-6pm |
| Facilitator | WE NEED ONE. Kiera will not be here. |
| Agenda | Kiera will prepare ahead of time. |