

DRAFT FSTF Subcommittee on Reimagining Food Coordination Meeting Minutes

November 28, 2023

Present: Jade Quizon (API Council); Ellen Garcia (EatSF); Irene Garcia (San Francisco Marin Food Bank); Chester Williams (Community Living Campaign); Raegan Sales (Children’s Council SF); Tiffany Kearney (SF Disability & Aging Services (DAS)); John McCormick (Tenderloin Neighborhood Development Corporation); Paula Jones (Office of Anti-Racism & Equity/SF Department of Public Health); Hannah Grant (Meals on Wheels SF); Lura Jones (Leah’s Pantry)

Also Present: Eric Chan (SFDPH – Office of Anti-Racism & Equity); Colleen Leung (UCSF); Leah Walton (DAS); Mary Ogunmeru; Finan

Agenda Item	Discussion	Next Steps
1. Call order to order 2:00 p.m.	Call to order at 2:04 p.m.	None.
2. Land Acknowledgment 2:00 p.m.	Eric Chan recited the Land Acknowledgment.	None.
3. Welcome, member roll call, introductions, Jade Quizon (Chair, API Council) 2:05 p.m.	Jade Quizon did roll call and introduced the agenda. Public Comment: None.	None.
4. Approval of minutes from October 24, 2023, Jade Quizon (Chair, API Council) 2:10 p.m.	8 subcommittee members voted to approve the meeting minutes. 0 subcommittee members opposed. 2 subcommittee members abstained as they were not present at the last meeting. Meeting minutes have been approved. Public Comment: None.	None.
5. General Public Comment 2:15 p.m.	None.	None.
6. Appointment of subcommittee members, Jade Quizon (Chair, API Council) 2:20 p.m.	Jade Quizon officially appointed the following people listed as subcommittee members: - Raegan Sales - Tiffany Kearney - Hannah Grant - Paula Jones	None.

	Public Comment: None.	
7. Subcommittee member self-introductions, Jade Quizon (Chair, API Council) 2:25 p.m.	<p>Subcommittee members did self-introductions, guided by the following prompts:</p> <ul style="list-style-type: none"> • Name, organization, and position • Interest in joining the subcommittee • If you have any previous knowledge or experience related to the goals of the subcommittee, anything around food systems organizing, food policy and research <p>Tiffany Kearney, Hannah Grant and Raegan Sales gave self-introductions as committee members.</p> <p>John McCormick has resigned from being a subcommittee member.</p> <p>Public Comment: None.</p>	None.
8. Finalize project charter, Eric Chan (SFDPH/Office of Anti-Racism & Equity) 2:35 p.m.	<p>Eric Chan made edits to the charter:</p> <ul style="list-style-type: none"> • Generalizing language – instead of recommendations for a food policy model, the term now being used is food organizing structure • Updated the members and timeline (members will need to be updated after the meeting) • For process and scope of work, added a bullet for bringing on a consultant to help with research and data collection <p>8 subcommittee members voted to approve the project charter. 0 subcommittee members opposed. 0 subcommittee members abstained.</p> <p>Public Comment: None.</p>	Eric Chan to send out updated charter.
9. Criteria discussion, Jade Quizon (Chair, API Council) 2:40 p.m.	This agenda item starts at the 27:10 minute mark and ends at the 1:26:25 minute mark.	

	<p>Please access the recording here.</p> <p>Jade Quizon facilitated the process of reviewing the criteria, where she went over each criterium’s definition and received feedback from participants on clarity of each definition, whether criteria should be removed or have new criteria added, before finalizing. There were about 35 - 40 criteria on the list that was shared for this agenda item.</p> <p>Criteria that were collectively finalized by participants were highlighted green in the spreadsheet. The twelve criteria that were finalized were:</p> <ol style="list-style-type: none">1. Community engagement2. Reduces silos across city agencies3. Reduces silos across non-city entities4. Autonomy over decision making5. Financial sustainability/independence6. Ability to influence local policies and regulation related to food7. Addresses food sovereignty8. Addresses food sourcing and workers’ rights9. Assess the current status of food (in)security on a regular basis10. Strengthens local food economy11. Diverse membership12. Oversees food-related programs <p>Criteria that were highlighted in yellow have been discussed but their definitions have not yet been finalized. There were two criteria on the list that were highlighted in yellow:</p> <ol style="list-style-type: none">1. Close connection to government2. Connection to local power structures and institutions <p>There were two criteria that were highlighted in red, representing redundancy with other criteria. The criteria highlighted in red was:</p> <ol style="list-style-type: none">1. Increases local government capacity to create a healthy food policy environment	
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	<p>2. Influences budget priorities</p> <p>The definition for the first criterium involves educating policymakers, which will be combined with criteria number 6 in the list of highlighted green criteria. The second red criterium will be combined with criteria number 12 in the list of highlighted green criteria.</p> <p>The remaining unhighlighted criteria were not discussed due to time constraints. The criteria spreadsheet will be sent out to the public via email and folks will continue providing their feedback through comments.</p> <p>Irene Garcia: It would be helpful to see the criteria organized by category, such as activities, structure, etc. It might be helpful for the task force and for us to see them grouped this way as we vote on them.</p> <p>Paula Jones, Jade Quizon, and Eric Chan will develop the process for finalizing the criteria list to ensure that it's most helpful for the subcommittee but also adheres to all the rules we have to follow as a public body.</p> <p>Public Comment: None.</p>	
<p>10. Updates from meetings with NY Office of Food Policy and Chicago Food Policy Action Team, Jade Quizon (Chair, API Council) 3:10 p.m.</p>	<p>This agenda item has been pushed back to the next subcommittee meeting.</p>	<p>None.</p>
<p>11. General updates 3:20 p.m.</p>	<p>Jade Quizon: I'm in the touch with the Boston's Office of Food Justice, I've been trying to get a hold of them for years, and the Detroit Food Policy Council. They're all open to meeting the week of December 11, if anyone wants to join I'll send out an email. A lot of these are food policy councils and offices of food so I don't if anyone else has any other ones, we can talk to the HIV Council, that would be an interesting one so we'll add that too. If there are any recommendations, think about and we can meet.</p>	<p>None.</p>

	<p>Irene Garcia: I added the Marin Food Policy Council to the list today if you want to check that out.</p> <p>Eric Chan: A quick update about our consultant that we're bringing on to support with research. We are bringing on someone pretty soon, starting early to mid-December, and will be supporting with doing research on different food policy councils, collecting data, organizing it, so when we get our surveys done they'll support with visualizing that and also helping with finalizing our presentation for final recommendations that we'll be deciding on in April.</p> <p>Public Comment: None.</p> <p>Chester Williams: Eric and Jade, thank you guys for all the work you do and coordinating this, keep up the good work and we got to take you guys out for dinner.</p>	
<p>12. Next steps in preparation for next subcommittee meeting, Jade Quizon (Chair, API Council) 3:25 p.m.</p>	<p>Eric Chan will send out next steps in an email.</p>	<p>None.</p>
<p>12. Adjournment 3:30 p.m.</p>	<p>Meeting adjourned at 3:32 p.m.</p>	<p>None.</p>