



**Detroit Food Policy Council Meeting**

**Tuesday, February 10, 2015**

**5:30 p.m. to 7:30 p.m.**

**Eastern Market**

**Minutes**

1) Welcome and Roll Call

Phil Jones, Marisol Teachworth, Tepfirah Rushdan, Eileen Haraminac, Tyler Chatman, Jelani Barber, Willie Spivey, Colin Packard, Mimi Pledl, Kathryn Lynch Underwood, Suzette Olaker, Anika Grose

Staff: Winona Bynum, Kibibi Blount-Dorn

2) Remarks from the Chair

3) Review and Acceptance of the January Meeting Minutes

Accepted

4) Notes From the Field – Dan Carmody

Dan is part of Kellogg's Detroit Equity Action Lab which trains people how to moderate discussions of racial healing

Shed 5 is nearing completion. It will be done and occupied by April 1. There is a grand rededication event the week of May 1. The renovation of Shed 4 which will include housing units, also. Within Gratiot Central will be a food access project that will provide year round access to produce, partnering with Goodwill Industries to train staff to be food industry workers. Construction will begin in May and hope to open in the summer. Food accelerator project will repurpose a building, looking for anchor tenants to take over space. It will include 6-8 kitchen spaces designed to provide space for businesses that have graduated from shared kitchen space. Kicking off a strategic plan review for the eastern market district. Three consulting firms will provide design, built environment and stakeholder engagement processes. Potential for replacement of I-75 and Gratiot with surface streets, and looking at area east and north of eastern market district to expand the district to accommodate existing companies in the market district that are looking to expand. Next year 125 anniversary of eastern market, July 1 weekend there will be a big celebration

Q: How many units of housing will be included and where will they be?

A: 48-60 units will be above shed 4.

Q: Where will the grocery store be?

A: Gratiot Central Market. The meat market operates every day, and people from the city shop there and do not have access to produce.

Q: When will completion of Dequindre cut be?

A: August, phase 2 will include the portion from Gratiot to Mack. The cut will connect to the Midtown Loop, Hamtramck Trail and Riverwalk.

A: There will be a plaza. Working with DRC to address digital divide and make wireless internet available in the Market, riverfront and Dequindre Cut

5) Audit

The audit is included in the board pack. First Premier Accounting independent auditors conducted the audit. The audit reports a decrease in net assets reflecting the grant funding received after the fiscal year ended.

6) Financial Report

The balance sheet is included in the board pack

Q: what is included in Program Expenses?

A: Summit, voters guide, outreach activities; anything that is not operating expenses.

7) By-Laws

The updated by-laws address some changes required since we have become a 501(c)3 organization. Membership is outlined. Number of seats remains consistent. There is some change in what a few seats are named; there is a designated youth seat that can be occupied by someone under 18. There is some clarification on the length of terms. The term coordinator has been replaced with executive director. There has been a question of filling vacancies, and the process will move to the hands of the executive committee to fill seats temporarily. There is a clarification of the process of removal of council members. There is clarification of regular meetings and special meetings. There is a protocol for council members to have contracts with the council. The process for forming and operating a committee are outlined. There is clarification on the descriptions and protocols for board officers. Council of members can designate additional executive committee members. There is an explanation of how contracts are handled; they are handled by the Treasurer. Financial system is laid out. Books and records systems are described, and the fiscal year is defined. Conflict of interest policy is required. Non-discriminatory policy is included. There are processes for amending the by-laws. We will have a document retention policy. Policies for record keeping, code of ethics, and requirements for amendments to the articles of incorporation.

Q: section 406 a: states a council member may be removed by a vote of 2/3 of council if they are in violation of attendance requirement. Was there a misinterpretation before or is this a change?

A: we didn't operate under what we had written. This is a change to give us a chance to review and deliberate.

Q: who do I talk to so I can stay on track?

A: there is clarification on the way you can be part of the meeting. You contact the board chair if you have an issue. You can also call in to participate in the meeting.

Q: make suggestion that next time there is a review of the bylaws can we have a document that tracks the changes that are made to the existing by-laws.

A: yes

Q: is the ED addressed anywhere in regards to the financial procedures?

A: Not yet, we have not yet determined what the process is yet.

Q: Tepfirah will be on maternity leave, who should she contact to discuss her attendance during that time?

A: Contact the chair. Kibibi will send out an updated contact list in the next week.

Discussion: we will also explore setting up email accounts for council members using the DFPC email system.

Q: is it worthwhile to have a group list serve?

A: we have not had the staff capacity to address this option, but we can explore it after the summit.

Q: The nominating committee has begun meeting to fill the vacant council seats. According to this revision to the bylaws the Executive Committee would take over at this time. Would the nominating committee continue this process if we adopt the new bylaws

A: This revision to the bylaws would eliminate the need for that process at this time.

**Motion to accept the bylaws revision as accepted**

**Vote 12 for, none opposed**

**Approved**

8) Summit

Keynote speaker will be Chef/Farmer Matthew Raiford. Jovan Sage will also participate in the summit. The MC will be Devita Davison. Betti Wiggins and the office of school nutrition will participate in the Youth Track. The youth will have breakfast on the bus and will have sharable snacks to take home with them at the end of each day. For the meals we will be working with FoodLab to create curated bagged lunches. The second day will be a food celebration that will include samples from food entrepreneurs. The culmination of the summit will be the first fundraising dinner for the Friends of the Detroit Food Policy Council. There will be guest chefs providing different stations. Mollywop! will provide the entertainment. We need help on logistics, registration.

We have the event posted on social media sites. Council members need to like, comment, and share Facebook posts from the planning committee and Facebook page. The only way to increase the reach of posts show up is to like share and comment. Talk to each other on the Facebook posts. We have the Facebook page for DFPC and Facebook page for Summit. You can share the Facebook page itself with your friends on Facebook. It increases the number of people who see each post.

The Summit Check In Call is at 6:00 on Wednesday.

We need to start raising money, selling tickets, and getting people engaged. There will be a lot of emails going out, please respond.

The food finder was supposed to be completed last year, and we need to get something activated for the summit. We propose taking what has been earmarked for creating the tool and get a beta version available for the summit. We have planned to set aside some of the money that has already been raised for maintenance of the site.

Q: can we have a clear path forward for the food finder

Discussion: we were approached a few years ago the help in building the Food Finder to map the resources including grocery stores, garden resources, emergency food sites, etc. We have gathered data, but we need to revamp the project with a different name.

Discussion: it would be a web based tool. There is money already earmarked for the project.

What would be the value of the project? We want to test the beta version at the summit and help determine the value of the project. We have already raised the money and make a commitment to develop the Food Finder, we should continue with the project.

**Decision: We will continue with the development of a web based food resource mapping tool.**

9) Economic Impact Study

We had a meeting to discuss the economic impact study. The economic impact study is also a part of the summit. We want to identify the recommendation that DFPC will address. We have identified the specific recommendations we will address, and we have created a survey to generate a list of what initiatives are happening already. At the summit we will look at the strategic plan, and then drill down to the economic impact study.

The recommendations we will address: licensing challenges for food businesses, workforce development and policies that allow returning citizens to work in food industry sectors.

10) Director's Report

We started retreat planning. Renee Wallace will be working with us as the facilitator. A design team was formed to help design what the strategic retreat experience was going to be. DFPC is six years old, but we have a lot of new members. We will connect to the historical perspective of the organization, look at how the council is set up to do work, explain the opportunities for engagement, look at the strategic plan, have networking opportunities. There will be a little bit of pre-work to complete and assignment and familiarize yourself with some of the documents.

Friday, February 27, 9am-4pm at New Prospect Missionary Baptist Church

Winona met with fund development professionals who contributed some consulting time. They recommended developing a consistent web presence. She has developed a LinkedIn page for DFPC, we have new email addresses for staff, she is exploring redirecting the search engines to our new website, developing a video about DFPC to display on our website and show at the Summit.

The nominating committee met and outlined a plan to fill the open seats by May.

Winona is looking to fill the research and fund development positions. She has been looking at larger office spaces for our expanding staff needs also.

Winona will be attending the Kellogg Café, participating in the Food RX presentation, and attending other meetings.

Phil revisited summit report: each DFPC member will have two scholarships that they will be responsible to fill with members from their sector, one will be an advocate level participant and the second will be the standard participant. There will be an email going out with details. Each of our past keynote speakers and Raj Patel will also provide two scholarships.

11) Reports from Governmental Representatives

- a. Department of Health and Wellness Promotion
- b. Legislative Branch Report

Today at city council there is still issue around transfer of vacant lots from PDD to DLBA. City Council has questions about what relationship of DLBA is with city, where that is stated, there is not a legally binding intergovernmental agreement, there is not clarity about parcels that are not part of side lot program what is the direct sale policy, and what policy is for agriculture and leasing program. It has gone back to Planning and Economic Development Committee of City Council. All the people at PDD that were dealing with property are gone.

Q: is there a timeframe for when the proposal will come back to the full council?

A: no information

Q: what should DFPC be doing?

A: there is a committee of DFPC that has been talking about how to address need for sale of land for urban agriculture. We have discussed the need for telling the story about the food system, including urban agriculture, and changing the value of land for the city.

### c. Executive Branch Report

#### 12) Next Meeting – March 10, 2015 @ Eastern Market

We previously committed to having one meeting per quarter in a different community location. We need to make sure we are on track with that. Proposal to hold April meeting at community location

Pizza requests – 1 meat pizza, vegan pizza

Revisit the food security policy update, our schedule is for this calendar year.

Council members need to register for the summit. If you can pay that is great, if you cannot please register with at scholarship. Workshop proposals are due Friday. If you will propose a workshop of if you know someone remind them. Advocate is \$150, and Standard is \$50. Fundraiser dinner is \$100. There are a lot of ways to get to the dinner, if you buy ad space, provide sponsorship you will get a ticket.

#### 13) Public Comments

Make sure former members are included in email list.

Cheryl will distribute materials for summit in her neighborhood

#### 14) Announcements

Food Plus Detroit – co-hosting debrief discussion 18 5:15, Feb 24 3 part storytelling workshop series

National Women in Ag Annual Meeting in Knoxville, TN April 17-18. Free registration and hotel. Register by end of this week

FoodLab 101 Thursday 6-8, at Grandmont Rosedale CDC

FoodLab community action team every other Tuesday 8-10am, developing 2 strategies for increasing sales and distributing opportunities.

Wednesday, opportunity for taking business to next step with SEED, collaboration between Garden Fresh and Eastern Market, 10am-5pm looking at businesses who are ramping up.

Come visit Plum Steet green house Grand River and Fisher Freeway

HomeGrown Local Food Summit Feb 15 in Ann Arbor

#### 15) Adjournment

