

APPROVED

San Francisco Food Security Task Force *FOOD SECURITY COORDINATION SUBCOMMITTEE*

Minutes from February 28, 2006
1:00pm-3:00pm, St. Anthony Foundation

In Attendance

Task Force Members: Gail Priestley, Maria LeClair, Dennis Stewart, Gina Fromer

Public: Christina Carpenter

Notekeeper: Marie O'Connor (St. Anthony Foundation staff)

Agenda Topic	Discussion	Action Item
1. Call to Order	The meeting was called to order at 1:00pm by Gail Priestley.	None
2. Select Point Person & Alternate	All sites need to be accessible to the public. Every one on committee is both very busy and very dedicated, so a motion was made to rotate point person responsibility, location, and minutes taker (point person for each date will arrange for note taker). As Gail was today's point person, the other 3 remaining members established an order of responsibility, dates, and locations. Public Comment: None	4 committee members will rotate responsibility. (See below).
3. Create purpose, goals, & objectives for Committee	Discussion began in looking at goals of original legislation: increasing participation in Federally funded food assistance programs and helping Board of Supervisors w/funding priorities, legislative action, City policies, and creating a coordinating body. Gail spoke of similar process when Welfare Reform was implemented and there needed to be a coordinated city-wide response. Maria stressed the importance of bringing experienced and collaborative "people to the table". Gina highlighted the need to focus on where there are gaps in services and to maintain a "grassroots" identity. Dennis spoke of the necessity for someone to take a leadership role in bringing these groups together. Gail reminded all that the SF Food Assessment addresses some of these key concerns. Public Comment: None	Generate response that lasts after the committee itself includes three strategic arenas: 1) identifies barriers to access and gaps in service, 2) develops awareness of demo-graphic and geographic needs, 3) secures effective utilization of resources.

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4. Public Comment	Christina Carpenter from the City wide Chronic Disease Consortium spoke of Mayor's "Shape Up SF Challenge" addressing exercise and nutrition needs. There will be an April Summit event accordingly.	Christina will keep the FSTF Committee informed
5. Create a time-line for FSTF subcommittee	<p>Following initial discussion (#2 above) and public comment, Dennis suggested that the main objective of this subcommittee was to establish a body that would take responsibility for really dealing with, after the life of the subcommittee, all the needs that had been discussed. Everyone agreed that this committee simply needed to clarify the structure of the "body" itself. This committee could recommend that the group it recommended take a "bully pulpit" role for the issue of food security, but the strategy development would be up to the created group. Dennis added that the structure of the created body has 5 requirements; 1) must be an ongoing, regular, appointed group, 2) must have articulate, passionate leadership, 3) must have a strategic plan that is updated annually including an ongoing assessment, delineation of remedial solutions & needed resources, 4) must prioritize options, and 5) must be periodically evaluated.</p> <p>Public Comment: None</p>	<p>The March meeting will Focus on WHO is in this body;</p> <p>The April meeting will address WHAT this group would do;</p> <p>The May meeting will elaborate on HOW the body will function.</p>
6. Set a regular meeting time, etc	<p>With the clarity of purpose of this committee established, not all 5 meetings may be needed.</p> <p>Public Comment: None</p>	<p>Meeting schedule and point person:</p> <p>3/15: Dennis 3 – 5pm (1530 Buchanan YMCA)</p> <p>4/4: Maria 3 – 5pm (30 Van Ness, 2nd floor, Suite 252)</p> <p>5/23: Gina 3 – 5 pm</p>

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		(1530 Buchanan) 6/6: Gail 3 – 5 pm (121 Golden Gate) 7/25: Dennis 3 – 5 pm (550 Kearney, 4 th floor)
7. Adjournment	Gail Priestley adjourned the meeting at 3:00pm.	None