

# APPROVED

## San Francisco Food Security Task Force

Minutes October 6, 2009

1:30pm-3:30 pm, City Hall, Room 278

### In Attendance:

**Task Force Members:** Leo O'Farrell (HSA), Maria LeClair (WIC), Linda Lau (DAAS), Meridith Terrell (SFFB), Max Rocha (DCYF), Gina Fromer (Bayview YMCA), Angelina Cahalan (St. Anthony's Foundation)

**DPH Staff to Task Force:** Paula Jones

**Public:** Dan Schuman, Katie Helwig, Chris Geiger, Christine Martin,

Agenda Topic	Discussion	Action Item
1. Call to Order	1:36 pm by Mr. O'Farrell.	
2. Approval of Minutes from September 2, 2009	The minutes from September 2 <sup>nd</sup> consisted of a summary document and a supplemental document with the notes from the lengthy discussion on nutrition guidelines. The supplemental notes were missing page 2. Because of this, the approval of the September 2 <sup>nd</sup> minutes was held until the November 4 <sup>th</sup> meeting.	Ms. Jones will send the complete minutes to the Task Force, and will add to November agenda.
3. Discussion of draft nutritional guidelines for food purchases or food programs funded by the City	<p>This agenda item was moved later in the meeting to allow for public comment and program updates.</p> <p>Ms. Terrell provided an overview of the nutrition guidelines developed by the subcommittee. She explained that the guidelines were goal oriented rather than overly prescriptive.</p> <p>Ms. Fromer asked if these guidelines were developed by a formal committee of the FSTF. The guidelines were developed by members of the task force (Ms. Lau, Ms. Terrell), as well as regularly attending members of the public (Ms. Schuman and Ms. Cooper). The task force's intern, as well as Ms. Jones, staff to the task force also assisted with the development of the guidelines.</p> <p>It was discussed whether the guidelines apply to CBOS serving both adults and children, and that CBOs serving children under 18 may need to have specific restrictions. Ms. Lau agreed that this point needed to be clarified. Ms. Helwig agreed that there should be population specific addendums – especially children.</p> <ul style="list-style-type: none"><li>Ms. Jones discussed the process to develop these guidelines. The guidelines will be modified based on the discussion at the task force, then they will be presented to the Food Policy Council on October 19<sup>th</sup>. The guidelines will be modified based on the discussion at the Food Policy Council, and then will the Food Security Task Force during the November. The task force will vote on the revised guidelines at this meeting. The guidelines as well as the result of the task force's vote will be incorporated in to a memo to</li></ul>	Ms. Lau will revise the guidelines. Ms. Terrell will present the guidelines to the Food Policy Council meeting on October 19 <sup>th</sup> . Ms. Terrell and Ms. Jones will modify the guidelines based on the Food Policy Council's input and will bring back to the Food Security Task Force on November 4 <sup>th</sup> .

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	the Mayor with recommendations for rolling out these guidelines.	
<b>4. Discussion to reconstitute the membership of the Food Security Task Force</b>	Ms. Jones prepared a revised proposal for the new Food Security Task Force outlining the city departments and community stakeholder groups. The task force modified the proposal to include a faith based organization, and the Office of Economic and Workforce Development. They also agreed to add a non-voting member from the business community, and to remove the USDA as a non-voting member. The issue of staffing was raised. Mr. O'Farrell suggested that there could be funding for a staff person through the Jobs Now program. Ms. O'Farrell made a motion to reconstitute the membership of the Food Security Task Force based on the changes made. Ms. Terrell seconded the motion. The motion passes unanimously.	Proposal will be sent to Supervisor Maxwell.
<b>5. Discussion regarding meetings with the Board of Supervisors</b>	The task force discussed the type of district level data that would be helpful during the Supervisor visits including: Non Assistance Food Stamps, pantries, home delivered meals and congregate meals. This agenda item will be discussed again in the November meeting.	Members will send district level data to Ms. Jones
<b>6. Program Updates</b>	<p>This agenda item was moved up and appeared after public comment. Mr. O'Farrell discussed how EBT transactions have transitioned to a new vendor.. The food stamp caseload is now over 20,500 cases. In September, 320 households applied for food stamps via <a href="http://www.BenefitsSF.org">www.BenefitsSF.org</a>. 2/3rds are after hours. The food stamp office is not able to see people as rapidly as they would like, and they are not able to do mass marketing of the website due to their lack of adequate food stamp intake workers. The task force agreed that the food stamp office needs to publicize the website to the community.</p> <p>Ms. Terrell made a motion to draft a letter on behalf of the Food Security Task Force to the Mayor to encourage the City to hire more food stamp workers to meet the demand, and to launch a public awareness campaign to publicize <a href="http://www.BenefitsSF.org">www.BenefitsSF.org</a> and enroll more eligible San Franciscans into the food stamp program. Ms. Fromer seconded the motion. The motion was approved unanimously.</p> <p>Ms. Cahalan informed the task force that California has a waiver in order to require quarterly reporting for food stamps. 48 states require reporting on a 6 month basis. This waiver was not granted again by the USDA, and now California requires reporting every 6 months.</p> <p>Ms. LeClair reported that the WIC program added an additional 475 caseloads.</p>	Mr. O'Farrell and Ms. Terrell will develop a letter and send to the Mayor.

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<b>8. Public Comment</b>	<p>Chris Geiger from the Department of the Environment informed the task force of the development of a draft procurement ordinance that would guide direct purchases of food by City agencies. The goal is to increase the purchase of sustainably certified food by city departments. The ordinance would ask city vendors to tell city departments where the food comes from, and defines local for specific product categories. It would also set goals for the city's purchase of these type of food projects. There is no requirement for departments to spend more money, but new RFPs would give vendors points for complying with the ordinance. This would apply to contracts of \$10,000 or greater where the city purchases food directly. This would affect dairy, bread and big contracts for the public food service operations. The task force asked to see copies of this ordinance.</p> <p>Ms. Martin informed the task force of her program at Glide Memorial. The task force asked Ms. Martin to forward information to them so that they could benefit from her cooking program.</p>	<p>Ms. Jones will send copies of the ordinance to the members of the task force.</p> <p>Ms. Martin will forward information to Ms. Jones to be sent to the task force.</p>
<b>9. Adjournment</b>	<p>Mr. O'Farrell adjourned the meeting at 3:33 pm.</p> <p>The next meeting will be held on Wednesday, December 2<sup>th</sup>, 2009 from 1:30pm-3:30 pm at City Hall in Room 278.</p>	