

TFSC / Thurston Food System Council	
March 6, 2013	3:00pm – 5:00pm at TRPC
Type of meeting	Monthly Meeting Minutes
Facilitator	TJ Johnson; Karen Parkhurst
Note Taker	Diane Grace <gracedd@earthlink.net>
Timekeeper	TJ Johnson
Attendees	TJ Johnson, Karen Parkhurst, Peter Witt, Loretta Seppanen, Lisa Smith, Lesley Wigen, Erik Hagan, Sarah Rucker, Kim Gaffi, Diane Grace, Sash Sunday, Treacy Kreger, Ron Lawson, Aslan Meade, Zach Fleig. Visitors: Jackie Barrett Sharar, Sabine Meuse, Jaye Kelly, Ben Panish.

AGENDA:

- I. INTRODUCTIONS and UPDATES
- II. MINUTES – Feedback and Approval
- III. LEADERSHIP, Draft #2 – Updates and Approval
- IV. PROJECT CRITERIA, Draft #2 – Updates and Approval
- V. MEMBERSHIP – Preliminary Decisions
- VI. ELECT LEADERSHIP
- VII. FORMALIZE WORKING ISSUE TEAMS (WIT):
 - A. COMMUNICATIONS
 - B. MEMBERSHIP
 - C. PROPOSED WIT TOPICS for future
- VIII. NEXT MEETING / NEXT STEPS: Wednesday, April 3, 2013 at 3:00pm, TRPC; with COMMUNICATIONS and MEMBERSHIP WIT Meetings at 2:00pm.

Introductions and Updates:

Peter Witt, Friends of the Farmers Market and American Farmland Trust.

Loretta Seppanen, Slow Food Greater Olympia and SSCFT Membership: SSCFT’s Annual Meeting, Potluck and Dance will be Friday, March 15, 2013 with the first Ag Networking event starting at 5:30pm; 12 to 16 organizations have signed up. Event held at South Bay Grange, 3918 Sleater Kinney Road NE in Olympia. Everyone is welcome.

Treacy Kreger, Friends of the Farmers Market, Executive Chef of St. Andrews: Working on several projects, including “Local Farms, Local Markets” Assessment with Peter and Lucas.

Erik Hagan, WSU Ext./Small Farms for Mason & Thurston Counties, Co-Founder of West Olympia Farmers Market and Mason Conservation District: Working on Workshop series, including How to Homestead, grow Orchards, or Berries and others.

Sarah Rucker, Staff Advisor for TESC’s Flaming Eggplant Café: Completed bid for Food Service Provider (name to be announced later) with interviews, focus groups and surveys. There is a lot of progress with the “South Sound Local Farms, Local Markets” Food and Farm Assessment with Lucas, Peter, Treacy

and Lisa. [This is collaboration with Enterprise for Equity (E4E) and WSU Extension/Small Farms, funded by the Community foundation.]

Lisa Smith, Enterprise for Equity: Working on proposals to Community Farmers, Producers and Institutional Buyers in three Counties, Thurston, Mason and Grays; Offering Microloans for Lenders and Agripreneurs for access to markets. E4E is currently training 17 Agripreneurs.

Lesley Wigen, Thurston County Public Health: As the new Website/Communications Coordinator, Lesley trained with Erin on "wordpress". A suggested website "submission" page was distributed, for comment. Lesley will check for website emails frequently at tfsc0@yahoo.com.
TFSC Website: <http://thurstonfoodcouncil.org> and/or www.thurstonfoodcouncil.org.
[At work, Lesley can be reached at (360) 867-2515, WigenL@co.thurston.wa.us .]

Ron Lawson, Lacey City Council: They have identified a building for a Farmer Owned Cooperative and Food Store, and are seeking \$7,500.00 for a professional 'Feasibility Study'. [Note: Ron is seeking funding from the City of Lacey to support assessing farmer needs that can be met with a new Cooperative/Food Store. Ron approached Lucas Patzek about contracting with his WSU Extension program to expand his local food system assessment work to collect information relevant to Lacey – L.Patzek].

Kim Gaffi, GRuB: GRuB has new hires. **HB 1276 GRuB School Replicator Bill** has passed the House and is now in the Senate. Please call your Representatives to encourage this! Together with SSCFT, GRuB is applying for Conservation Futures money to purchase 1 acre of it's current leased site.

Diane Grace, Food Sovereignty Nutritionist: 2SHB1437 passed House Finance last week in Thurston County (not statewide), "Reduce Farm House property tax to the Agricultural rate" for Farms less than 20 acres. Farms less than 5 acres qualify with \$10,000 in annual farm productivity sales.
<http://weneedsmallfarms.wordpress.com> . The "Neighborhood Emergency Food Preparedness" template is awaiting feedback from 2 test groups. "If" interest exists, then WIT application will be re-submitted. (See VII. (C) "Proposed WITs" below).

Sash Sunday, Olykraut: Helping the Local Sustainability system.

Karen Parkhurst, Thurston Regional Planning Council: Please look soon at two websites for public comment and attendance:

- www.EngageSustainableThurston.org : Interactive! Participate! This 'Public Meeting on-line' site will be up for only 1½-months. Please see the Sustainable Thurston "indicators".
- www.trpc.org **Sustainable Thurston Workshops:** (Urban and Rural)
Wednesday, **March 27th**, 5:30-8:00 p.m.
South Sound Manor, 455 North St. SE, Tumwater, WA 98501;
Thursday, **March 28th**, 5:30-8:00 p.m. at Rainier High School, 308 2nd St. West, Rainier, WA 98576.
- **APRIL 5, 2013 at 8:30am at TRPC** (see www.trpc/calendar) "**FOOD 101**" featuring Lucas Patzek, WSU Extension. With Federal funding cancellations, this will be the first of five monthly Local Food System Presentations. Other topic suggestions will be discussed.

TJ Johnson, Sustainable South Sound: SSS's first Executive Director, Michelle Morris, now has a downtown office in the Security Building. Last week the City of Olympia Planning Commission added proposed Urban Ag language into their Draft of the City of Olympia Comprehensive Plan, with progressive commitments. Please go to the City Council website, to read the proposed language before

March 18th, (which TJ emailed out) for adoption by April –November, 2013. www.ci.olympia.wa.us or www.olympiawa.gov. TJ distributed a few remaining copies of the Multnomah County Food Plans, by request.

Zachary Fleig, TESC Campus Food Coalition Co-Coordinator: Participating in a partnership between Evergreen's Office Division of Student Affairs, the Center for Community-Based Learning and Action, and the Thurston County Food Bank (TCFB) in establishing an official TCFB Satellite location at the College to better serve the campus community, and offer another site to serve the community at large.
zachary.fleig@gmail.com, evergreenfoodcoalition@gmail.com

Aslan Meade, Buy Local Program.

Jackie Barrett Sharar, Sustainable Thurston Local Food Panel and policy.

Jaye Kelley, Board Member, the Commons at Fertile Ground: Researching “Yield?” and working on a Food Store for Homemade products.

Sabine Meuse, Nutrition Coordinator for Washington State Public Health and the **Washington State Food System Round Table:** Like TFSC, they are creating Leadership and format. They designed a “**Food Policy Tool Kit**” which will be released soon on-line.

Ben Panish, TESC / Food Coalition Gleaning.

II. MEETING MINUTES – Feedback and Approval (- Diane Grace, Secretary)

Updated Monthly TFSC Meeting Minutes for December 5, 2012, January 9, 2013 and February 6, 2013, were approved by the council membership, and will be forwarded to Lesley at tfsc0@yahoo.com for uploading to the Food Council website, <http://thurstonfoodcouncil.org>. By request, copies will be emailed to Ron Lawson.

III. LEADERSHIP, Draft 2 - (TJ Johnson)

SUMMARY: Written “LEADERSHIP and STRUCTURE” and NORMS documents and revisions summarized by the LEADERSHIP Team (TJ Johnson, Karen Parkhurst, Peter Witt, Loretta Seppanen, Kim Gaffi. Motioned for approval, seconded; voted all in favor, none opposed. The LEADERSHIP Workgroup is now discontinued, as their purpose has been fulfilled.

- Reviewed “ELECTED Officials” welcome to sit at the table, as non-voting members. Citizens welcome to all meetings, sitting at the chairs beyond the table with non-Food Council Member WIT-group participants, as non-voting members. Agenda will include time for Citizen Comments.
- MEMBERSHIP Norms summarized. (See complete document).
- MULTIPLES: No Organization may have more than one official representative on the Food Council. Organizations may have two employees on the food council if one is the representative of a different entity or sector.
- The proxy vote of a Substitute Attendee is allowed for a Council Member with notified absence. (Please see complete document text. This updates a statement in February 6th Meeting Minutes, page 4, under Values and Norms.)
- (We do not represent jurisdictions as policymakers).

- Advance written notice is required for voting issues, presented “one meeting prior” to the vote. This will be written into Norms.

IV. PROJECT CRITERIA, Draft 2 (- Lisa Smith, Sarah Rocker)

SUMMARY: *Updated* document distributed, including “**WIT (Working Issue Teams)**” and changes noted in red (*noted in **italic**, below*):

- #1. Alignment with Mission
- #2. Supports the Stated Vision
- #3. Advances Strategic Priorities and Goals
- #4. Fosters Collective Impact: “**Does the project build coalitions that support our strategic priorities and goals? Council encourages projects that support two or more council partners working collaboratively.**”
- #5. Engages Council Overtime: (*See **Endorsement**, below.)
- #6. Considers Funding, Policy and Other Resource Needs: “**Does the project have its own funding or resources? Does the project have the ability to bring about system change and/or bring additional resources to council priorities?**”

DISCUSSION: Easy liaison relationships between (within and outside of) Food Council and WITs. We are not working in a vacuum. Motion to Approve, Passed, including clarification of the following definitions:

- Define distinction between “projects” of other organizations, and projects or WITs initiated by Food Council members, which are not yet endorsed, and yet are encouraged.
- Define distinction between “Support” (“includes money”?) or “Endorse” (encourage, as it aligns with our values).
- **One-page Project Criterion Application** to be developed, to include a short written description of the project, and how the project meets some of the Council’s mission. How does project benefit the collective impact and collaboration of the mission?
- Project Summary application requires advance notice of one meeting, before response. Project Criteria Team is to clarify the project’s status, with agreement as to how to move the issue forward.
- ***Endorsement** = 1 council member is a project liaison, who reports monthly progress to the council. WITs are led by a council member.
- Many projects may develop. A “regular or monthly written report” was discussed in possible lieu of council member’s attendance at project meetings, for monthly reporting.
- Revised written criteria will be provided for next meeting.
- Moved forward (including revisions), seconded. All voted in favor of approving Criterion “with the addition of the amendments discussed”; none opposed.

V. (A) “MEMBERSHIP WIT and Strategic Recruitment” (- TJ Johnson)

SUMMARY: Membership requirements were reviewed. Each member holds a Leadership position or is on a WIT team (or both).

15 Council Members remain at the table; 4 attendees moved to the visitor chairs. One “Elected” non-voting member-at-large is at the table. **Quorum required to pass a vote is 11 of 20 (maximum) members.**

- **VII. (B) “MEMBERSHIP WIT”:** [-Lead Council Member to be advised]
Loretta Seppanen, Erik Hagan, Aslan Meade, Kim Gaffi/Katie Rains, Treacy Kreger.

- **MEMBERSHIP WIT will meet Wednesday, April 3, 2013 at 2:00pm at TRPC.** Just let KP know in advance to reserve a room. Meetings are open to the public; provide postings to Lesley for the website. (Suggestion to allow first meeting to get organized, then post future meetings.)

The “**Essential**” Stakeholder Sector list (voted on and prioritized at TFCS on 9/5/13), currently shows **6 to 8 Stakeholder sectors without Representation** at the table for a wide-ranged broad representation of the food system. *{27 stakeholder sectors are currently listed as “essential”; the status of 9 sectors is pending verification.}*

- Council Members {and Visitors} wrote their initials next to the sector(s) which they represent;
- Members [circled] their initials to express willingness to act as sector liaison and reporting representative.
- **12 sectors** have 2 to 5 interested members, **without a lead representative** circled.
- 7 additional “write-in” sector entries were initialed by council members: **Economic Development / Business Support; Sustainability; Social Justice; Low Income Families; Youth; Higher Education, Academics; Systems thinker; Lender/Banks; Co-ops.**
- *[Note: Could any of the above mentioned sectors be consolidated with existing “essential” sectors: EDC/Economic Organizations; Financial Institutions/Lenders; Institutional Purchaser; Environmental/Sustainability? Other non-essential yet “desirable” sectors include: Higher Education/OSPI, Youth Organizations.*

1. Farmers	Erik Hagan
2. Ag Policy	Erik Hagan
3. Environ/Sustainable [Karen Parkhurst, TJ Johnson]	Ron Lawson, Jackie Barrett Sharar
4. WSU Extension [Erik Hagan]	
5. Farm Preservation	Ron Lawson, Loretta Seppanen
6. Public Health [Lesley Wigen]	
7. Citizens	Diane Grace
8. Farmers Markets [Peter Witt]	Ron Lawson, Aslan Meade, Erik Hagan, Sarah Rocker
9. Land Trusts [Loretta Seppanen]	
10. Nutritionists [Diane Grace]	Lesley Wigen
11. Policymakers	Aslan Meade
12. Urban Ag	Kim Gaffi, Ron Lawson, TJ Johnson, Jackie Barrett Sharar
13. (Food Processors ?) [Sash Sunday]	
14. Chefs/Restaurant Org’s	Peter Witt, Sarah Rocker
15. EDC/Economic Org’s [Lisa Smith, Aslan Meade]	
16. Emergency Food Providers	Diane Grace
17. Fish/Shellfish	
18. Seniors	Diane Grace
19. Distributors	
20. (Food Co-ops?) [Ron Lawson]	Erik Hagan, Sarah Rocker
21. Institutional Purchasers	Sarah Rocker
22. Tribes	

23. <i>(Federal Agencies (USDA)?)</i>	
24. <i>(Community/Commercial Kitchens?)</i>	Ron Lawson
25. Grocery Stores	
26. School Districts	Kim Gaffi
27. Conservation Districts [Erik Hagan]	
28. Foundations/Philanthropy	
29. Granges	Erik Hagan, Sarah Rocker
30. Non-Profits [Kim Gaffe]	TJ Johnson, Loretta Seppanen
31. <i>(Civic Organizations?)</i>	
32. Financial Institutions/Lenders	Lisa Smith, Aslan Meade
38. Underrepresented Groups	
42. <i>(Social Justice Organizations?)</i>	TJ Johnson, Zach Fleig
43. <i>(Youth Organizations?)</i>	Kim Gaffi
44. <i>(Higher Education/OSPI?)</i> [Sarah Rocker]	Zack Fleig

V. (B) LEADERSHIP ELECTION: (- TJ Johnson)

The following Leadership Appointments were nominated, seconded; voted all in favor, none opposed. [Note: No Council funding is planned for 2013.]

- CHAIR:** TJ Johnson (“with Co- Chair and 3-person Leadership Team”)
- CO-CHAIR:** Sash Sunday
- SECRETARY/TREASURER:** Diane Grace
- COMMUNICATIONS:** Lesley Wigen < tfsc0@yahoo.com >

FOOD COUNCIL MEMBERS “At the Table” and involved in **WITs**: Lisa Smith, Sarah Rocker, Erik Hagan; Treacy Kreger, Zachary Fleig, Aslan Meade; [Lucas Patzek, absent].

VISITORS in the back seats, with some potentially interested as **WIT volunteers**: Jackie Barrett Sharar; Ben Panish, Jaye Kelly; Sabine Meuse.

VII. (A) COMMUNICATIONS WIT [-Lesley Wigen, Lead - Meet April 3, 2013 at 2:00pm at TRPC. Karen Parkhurst, Ron Lawson, Peter Witt, Zachary Fleig.

VII. (B) MEMBERSHIP WIT: [-Lead Council Member to be advised]- Meet April 3, 2013, 2:00pm at TRPC. Treacy Kreger, Loretta Seppanen, Erik Hagan, Aslan Meade, Kim Gaffi.

VII. (C) PROPOSED IDEAS for NEW EMERGING WITs?

- 1) “ACTION PLAN” WIT – Kim Gaffi, as non-member (going on Sabbatical soon), pending proposal, {to include Food Summit output?}.
- 2) “WATER” – (Previously mentioned by Jim Goche’, no longer attending.)
- 3) “NEIGHBORHOOD EMERGENCY FOOD PREPAREDNESS”, temporary pause, pending 3/11/2013 feedback. Two possible directions; possible work group and delegation. – Diane Grace.
- 4) “TRANS-REGIONAL BORDER EXPLORATION” – Lisa Smith; Explore and articulate 5-county geographical regionalism. Explore growers/buyers/workforce/business/policy/funding. Interested members: Karen, Erik, Sarah, Aslan, Ron, Zach, Sash.
 - Is this an “Economic Development WIT”
 - Submit proposal for project criterion; (“By Spring”).

- 2013 Focus on Thurston County “core activities” first; insure the Food Council’s integrity.
 - Is there any “downside” to looking at this?
 - Regional = South Sound? See Values.
 - Interrelated everything groups
- 5) “SOUTH SOUND LOCAL FARMS, LOCAL MARKETS” Assessment Project, already progressing quickly, has not been shaped yet as a WIT. Fall 2013 Networking Event. – Sarah Rocker

COMMENT: “Issue-based” WITs are “more interesting” than Communications (operations-based) WITs. How do we ensure sufficient staffing on foundation work groups, to insure the food council’s integrity?

- Maintain perspective: sustain Thurston’s major food movement.
 - Ensure that the Food Council is poised for 2014.
- 6) “STRUCTURE REALITY TEST” our size, ideas vs. structure. Is it too narrow?
- 7) “COMMUNICATIONS OUTREACH” with Sustainable Thurston Local Food Panel, after 1-1/2 month Public outreach update. www.sustainablethurston.org

VII. (A) COMMUNICATIONS and WEBSITE (-Lesley Wigen)

<http://thurstonfoodcouncil.org> (Website)

tfsc@yahoo.com (Lesley, direct contact)

tfsc2013@gmail.com (Calendar – See “TFSC Website Submission Criteria” Application form)

A Google Calendar is now up on the website, plus tabs for Events and Meeting Minutes. How to submit events? A Draft Application sheet was distributed for approval. Lesley is ready to upload Minutes.

DISCUSSION:

- For website posting, can submitters fill out the Application “once, for the first time” and then be done, to avoid redundancy? (For example, SSCFT events).
- Attach a copy of our goals, or reference, “Which of our goals does it apply to?”
- Council Members have permission to post events.
- “For-Profit” organizations, too? “If it is in alignment with the council mission”.
- Process? If it is time sensitive, then check in with Leadership Team.
- Communications WIT: How do non-members access calendar (to prevent automatic uploads).
- This is a work in progress, moving, change will be necessary, evolution.
- Discussion regarding “post members’ email addresses” for transparent access ?
- MEMBERSHIP WIT: Create a vetted solid list of interested partners, affiliates. Distinguish this separately from an “interested persons” mailing list.
- Get organizations to sign on to Action Plan as contacts.
- COMMUNICATIONS WIT and MEMBERSHIP WIT: “How do Food Council members communicate with each other?” Do we build this into the website?
- Is the “person” or the “organization” a member? (The “Person” is the member.)

VII. (A) COMMUNICATIONS WIT” – Lesley Wigen, Lead;
Karen Parkhurst, Ron Lawson, Peter Witt, Zachary Fleig.

- **COMMUNICATIONS WIT will meet Wednesday, April 3, 2013 at 2:00pm at TRPC.** Let KP know, to reserve a room. Meetings are open to the public; provide postings to Lesley for the website. (Suggestion to allow first meeting to get organized, then post future meetings.)

PUBLIC COMMENTS:

- Define “Support” (money, member time) versus “Endorse” (a liberal interpretation, “well aligned” with Council mission; versus “encourage”.
- Measure WIT results tangibly. How?
- Articulate on the application, as a criteria item: “How is this project measured and how does it advance council goals?” Also, require a written address.
- We need to examine this, it could be nebulous; the guidelines may need to be written liberally.

UPCOMING EVENTS:

- **April 4, 2013: “Opening Day” Olympia Farmers Market.**
- **April 5, 2013: “FOOD 101” by Lucas Patzek, 8:30am at TRPC.** First Local Food System presentation.
- **March 23, 2013: Free Farm & Food Tax Help, 6:00-8:00pm** per Lisa Smith. Where?
- **May 4, 2013: “Co-opatopia” at St.Martins, 1:00pm-6:00pm** per Aslan Meade.

VIII. NEXT MEETING – NEXT STEP: APRIL 3, 2013 at 3:00pm-5:00pm TRPC (-TJ Johnson)

- 1) “Sustainable Thurston” Update presentation by Karen Parkhurst
- 2) WIT Reports
- 3) Please email Leadership Team to add Agenda Items – Agenda to be sent out 1 week in advance.
- 4) Time included for Public Comments