



## SSFSN Minutes

September 5, 2018 9:30-11:30AM

Thurston Regional Planning Council - 2424 Heritage Ct SW Suite A, Olympia, WA 98502

**Officers Present:** Katie Rains, Chair & GRuB; Rachel Friedman, Treasurer & Sustainable South Sound; and Cathy Visser, Senior Services for S. Sound, TABC Food Hub Rep. & Secretary.

**Other Members Present:** Alyssa Auvinen, WA DOH; Mayra Pena & Stephanie Abraham, TABC; Christine Ciancetta & Jenni Crain, Slow Food; Karen Parkhurst, TRPC; Stephen Bramwell & Sydney Debien, WSU; Joel Hansen, Slow Food & Tumwater FM; Nora White, TC Conservation District; Lesley Price, TC PHSS & Website Coordinator; Marilyn Sitaker, TESC; Loretta Seppanen, CFLT; Shayna Wiseman, The Faery Apothecary; Joel Hansen, Tumwater Planning Commission & FM; Fred Medicott, NWCDL; Maija Glasier-Lawson, FSCSS; and Krosbie Carter, Thurston Thrives.

**1) Self Introductions & Announcements** – Introductions and announcements were made. Members are encouraged to email event information to Lesley Price to be shared via the SSFSN email system and SSFSN website.

### 2) Leadership Working Issue Team (WIT) Reports

- Action Required –
  - ✓ June minutes were approved.
  - ✓ Financial Status – Thurston Chamber Foundation is our fiscal sponsor. We received a complete and reconciled report from them and our cash balance is \$3,400. After we pay for the newly printed sets of rack cards, we'll have a balance of about \$1,700 dollars.
  - ✓ Draft MOU with Thurston Chamber Foundation – Katie sent out the draft agreement to the SSFSN and the Chamber Foundation. She requested feedback. This agreement will formalize our fiscal relationship with them. If grants are pursued in the future, a 10% administrative fee will be applied in this new agreement. Should the SSFSN choose to pursue a large project like the Food Summit again, there could be an hourly fiscal processing fee up to \$1000. Katie hopes to come back with a signed MOU in October.
  - ✓ Charter amendment – discussion & vote – Changes to the charter were to drop Chair and Vice Chair and start a Co-chair structure for leadership. Co-chairs develop agendas, represent the network at the Thurston Thrives Coordinating Council, and help set/reach SSFSN goals. Other leadership members include a secretary and treasurer. The amendment was adopted.
  - ✓ Co-chair Leadership succession planning – discussion & vote. This was Katie's last meeting as Chair. Celeste has agreed to serve as Co-chair at least through 2018. Members present consented that Marilyn step up to fill Katie's role for the

remainder of 2018. The group will have a further discussion about 2019 leadership roles starting at the October meeting. Joel has indicated a willingness to co-chair in 2019, as has Marilyn.

### **3) Thurston Thrives (TT) Updates with guest, Krosbie Carter, Director**

- Krosbie has been in her position for 6 weeks. She's promoting collective impact and figuring out how to best define and guide TT. There are 8 TT Action Teams and she's trying to determine how the teams function and how they can be linked at the TT Coordinating Council. There was a nexus meeting in March 2018 to discuss priorities for each action team, plus common areas that impact us all. Housing was a priority that rose to the top. She was asked about the Hope survey and briefly discussed it. For more information on the Hope survey, go to [www.thurstonthrives.org](http://www.thurstonthrives.org). She's happy to meet with members individually about TT or as a group. She's advocates changing the current structure and purpose of TT.

### **4) Feasibility Assessment for Food Processing Facility, Stephen & Sydney**

- Stephen discussed the Rapid Market Survey (RMS) completed at the Olympia Farmers Market (FM) on August 11th. They also visited food processing facilities and completed an institutional buyer outreach and CSA customer survey. Questions they are seeking to answer include the size and type of food processing facility to move forward for this region to help develop and sustain local farmers through value-added food processing.
- They visited Linc Foods, Spokane, WA and Western Massachusetts Food Processing Center, Greenfield, MA. The latter group has a food processing plant that is rented to other organizations and processes produce for the local school district. Most of it was grant funded. Visit takeaways include subsidizing the facility; rental user growth; farmer users; rates and charges; anchor tenants; private for-profit businesses, and non-profit enterprise; storage; and staff. Linc Foods, Inc. takeaways include value of a committed partner/account; pricing: farmers, and brokering; commitment model; operating margin; product line and customers – value of aggregation; top three markets; and stability through group buying and distributing to committed buyers. They'll also be visiting the Port of Skagit later in October and Blue Mountain Station.
- The RMS at the Olympia FM included 7 questions on flip charts and a dot survey method was used. The sheets were changed hourly and over 500 people participated. Questions were a subset of the Institutional Buyers survey and CSA customer survey. Preliminary results: 1) Primary reason for buying local foods: top three answers were freshness/quality, support local farmers, and the local economy. 2) How important locally processed foods use locally grown ingredients: 80% said very important to important. 3) Which frozen product would you MOST like to buy assuming all products are locally grown and processed? Stir-fry veggie mix was number one; blueberries number two. Strawberries and raspberries number three and four. Other questions were around pricing. They are still working on the institutional buyer survey. Stephen will email out the remaining preliminary survey results. They have four surveys complete and five out there waiting for results. He will send out the list of organizations we are waiting for result form and he asked that we help them connect with the buyers if you know them.

## **5) Standing Working Issue Team (WIT) Reports**

- Legislative – abstain.
- Communication & Outreach – Katie will re-send a request for information/update to the SSFSN website.
- Local Food Culture Campaign – She reminded the group that the thing we felt we could do better together than alone was the Food Summit and the local food culture education campaign through rack cards. She had 8 of the rack cards re-printed and brought 1500 of each to the meeting to be distributed. The newest and final card is “Love your Leftovers”. Karen has agreed to store them at the TRPC but, given that Karen will not be attending and we need a future new meeting site, we’ll likely need to relocate the rack cards in 2019 as well.
- Community Garden WIT – nothing to report.
- Collective Learning & Strategy Development – We have an outdated strategy map. Katie would like to put this on the agenda for next month, specifically asking what we can do better together in 2019. For example, food processing will likely be included.

## **5) Adjourn**

Upcoming Meeting(s) & Agenda Items:

- October 3, 2018 9:30-11:30AM – SSFSN Meeting @ TRPC
  - Policy Agenda Items
  - Collective Learning & 2019 Priorities
  - 2019 Leadership Team