

Minutes
Shaping Portland's Food System
January 22, 2016
10:00 – 11:30, City Hall, Room 24

1. **Welcome and introductions of meeting attendees:**

In attendance: Christina Gastellum, Maeve Mcinnis, Meghan Quinn, Mary Alice Scott, Kate McCarty, Selby Beebe-Lawson, Jeremy Bloom, Olivia Dooley, Sandy Gilbreath, Jennifer Rowland, Susan McCloskey, Joe Conroy, Bruce Wood, Susan Nelson, Sara Schwartz, Phyllis Reames, Jim Hanna, Tim Fuller, John Naylor, Ben Tettlebaum and Stephanie Gagne.

2. **Draft proposal for Portland Food Council – discussion**

Ben led the meeting with an overview of the progress that the policy subcommittee has achieved in regards to the completion of a survey conducted by intern Olivia Dooley. The aim of the survey was to gather information and preliminary stakeholder feedback on the structure of a Portland food council. The compiled survey data was separated into two categories, and assembled into two documents, entitled "Portland Food Council Survey Responses: Structure" and "Portland Food Council Survey Responses: Function". Both documents are available as an appendix to this document. Additionally, Ben shared an updated implementation timeline and action plan that outlines the steps and stages of how Shaping Portland's Food System will become the Portland Food Council. Bylaws and resolution are slated to be completed by the end of February by CLF, a series of community forums are slated to take place March-May with the support of the Steering Committee, and the goal is to go before City Council in June or July.

The full draft of Ben's proposal will be shared with the Steering Committee prior to this group's next meeting on February 26, 2016.

The group also reviewed the Vision, Function, and Structure document.

3. **Project and Subcommittee updates**

Policy – see above

Food Security – Jim informed the group that the state is implementing an asset limit for SNAP recipients. He also gave a brief introduction to Feeding the 5000, an event

the Cumberland County Food Security Council has been discussing with community members.

Enterprise and Infrastructure – John Naylor reported on his most recent conversation with City Manager John Jennings, in which Jennings stated a commitment to coordinate services among different city departments to streamline things such as the permitting process for new food establishments. John said he will continue to be in communication with the city Manager on this process. Jackie Potter and Daniel Wallace, who were not in attendance, were working on an economic food cluster survey, as reported by Ben. Presently, they are working independently and are no longer members of Shaping Portland’s Food System Steering committee.

Urban Agriculture – Jeremy reported that the community garden page on the City’s website has been updated. Also a donation was made from TD Bank for 20 trees which will be planted in the back lot at PATHS.

Institutional Purchasing – No one present had an update.

4. **Adjourn - Next Meeting** –Shaping Portland’s Food System full committee meeting February 26, 10:00 AM; Shaping Portland’s Food System Steering committee meeting March 25, 10:00 AM.