

MEETING NOTES – King County Food & Fitness Initiative (KCFI)
Leadership Council – June 4, 2008
Location: Youngstown Cultural Arts Center—4408 Delridge Way SW, Seattle, WA
98106

Meeting Highlights	<ol style="list-style-type: none"> 1. Budget pre-approved 2. Community Resident Applicants all officially accepted onto the council 3. <i>Next actions summary</i> <ul style="list-style-type: none"> • Revise Budget (assign all unallocated dollars) • Revise Bylaws (include conflict of interest statement as well as executive committee) • Position description of LC co-chair including opportunity to self elect • Solicit executive committee volunteers (as well as outline expectations) • Setting up LC meeting time/dates through October • Values Statements (call for participants)
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Meeting Notes for KCFI Leadership Council		
Date:		June 4, 2008 (2:00-4:00 pm)
In Attendance:		Council Members: Jennifer Maychrzak, Aviva Furman, Baraka Cloyd, Kate Halstead, Mollie Greves, Laura Raymond, Kathleen Perez Hureaux, Julie Salathe, Amy White, Becca Deehr, Michelle Bates-Benetua, Tyra Sorensen (& Aurora), , Bethany Tate, Guest/Staff: Ron Maynard, Roxana Chen, Derek Birnie, Maggie Anderson, Brad Gaolach, Jim Krieger, Ron Angeles, Erin MacDougall, Branden Born
Regrets:		Mark McIntyre, Willie Austin, Mary Embleton, Virgil Domaoan, Sharon Maeda, Roxanne Slattery
Recorder:		Maggie Anderson
Issue	Discussion	Outcome, Action, Accountability & Completion Date
Approval of April meeting minutes	Summary: approved	Outcome: minutes approved Action:- Accountability:- Completion Date:-
Budget (discussion/ voting)	Summary: <ul style="list-style-type: none"> • Emailed suggestions were taken into account, and budget adjusted accordingly prior to the meeting by Amy White. • It was decided that all funds must be allocated (but can be adjusted up to 10% later – internal to WSU or more with revision approval from WKKF) • Additional explanation of strategic planning is needed. • Additional work on the budget will take place, with final 	Outcome: The budget will continue to be adjusted with inclusion of comments/discussion questions Action: All Kellogg funds will be allocated leaving no funds unallocated. Accountability: Laura Raymond,

	<p>changes submitted to Kellogg ASAP.</p> <p>Discussion: Re: Strategic Planning B Deehr: The charge of the strategic planner will be to organize the coordinated efforts across community engagement, assessment, youth coordination and developing a timeline and process for completing the action plan and filling in the vision deployment matrix. L. Raymond: Isn't this the job of the leadership council? D. Birnie: A planner needs to initiate track, record organize and make sure all feedback feeds into the plan. The planner needs to formulate questions to initiate the best answers. These need to be consistent questions and these need to make sense/please the vision of this project.Re: Additional fund allocations D. Birnie: I would recommend bumping technology up a bit (email, web technology, and constituent contact) J. Krieger: Public health is also a resource and potential leverage for communication M. Anderson: The KCFFI communications team (Good Food Strategies, Public Health, DNRP, WSU, Pyramid Communications) just began meeting to discuss long term planning, so some in kind service is available as well. L. Raymond: I agree to all of these increases (office technology, strategic planning, resident stipends, child-care at meetings, community resident stipends, outreach funding, and translations services). A. White: Are there a couple of volunteers willing to help finish the budget this week? L. Raymond: I can help revise and get it back to you tomorrow.</p>	<p>Amy White Completion Date: 6/5: (Laura's revisions will be submitted)</p>
<p>Leadership Council Bylaws</p>	<p>Summary:</p> <ul style="list-style-type: none"> • All community resident applicants were officially welcomed to the council (8 members in all: Virgil Damaoan, Roxanna Slattery, Kathleen Perez Hureaux, Bethany Tate, Aviva Furman, Sharon Maeda, Jennifer Maychrzak) • Specific meetings will be scheduled through next March to involve youth and the Youth Coordinator shall be a member of the Leadership Council • An executive committee will be formed and this change reflected in the bylaws. • A job description for co-chairs (including a conflict of interest policy) will be developed and sent out to the LC listserv with a call for submission of co-chair nominations. 	<p>Outcome: Bylaws were discussed & amended, with finalization to take place next month.</p> <p>Action:</p> <ul style="list-style-type: none"> • A job description of co-chairs and executive committee members will be drafted and sent out. • Language in the bylaws will be added to reflect an executive committee. <p>Language in the bylaws will be added to reflect a policy on</p>

	<p>Discussion: Re: Role of the LC: B. Deehr: <ul style="list-style-type: none"> • The role of the LC is to know about community planning, but also at food system/built environment changes on a regional level (bringing us back out to big picture). Are we on the same page? <i>(unanimous yes)</i> • Community Members: We thought we would end up with 4 members and as it stands right now, we now have 18. • We can raise to 8, limit to 4, or we can give 4 votes to each community (two for White Center, two for Delridge). • The question to community members is: Do you want to be involved in LC (regionally), or local planning groups (focus communities)? <p>J Maychrzak: There needs to be a conversation with each community member. As a community member, I only knew what was on the application. There are opportunities to share etc.</p> <p>AF: I appreciate clear expectations. I understood that this was not contingent, and this seems very backwards. I have already devoted energy. I thought this was clear.</p> <p>B.Deehr: We haven't approved the bylaws, and have been going off of the draft bylaws.</p> <p>K.Perez-Hureaux: Eight makes a much richer discussion for sure. I let go of some commitments to participate and that was not easy to do. It's only going to get more complex. I think that the bylaws may be unfair. My take is that the bylaws need to accommodate the community members as a foremost.</p> <p>B. Deehr: I hear that we need to change the bylaws to formally except everyone, yes? The other change would be that we need to be accommodating.</p> <p>J. Krieger: What's a quorum in this group? An implication is that big #'s doesn't allow us to conduct business. I've also heard that there may be some advantages to evening meetings. (quorum=majority in this case)</p> <p>T. Sorensen: If you're asking community members, we'll need to schedule the meetings.</p> <p>Re: Youth B. Deehr: We talked about a spot for youth as opposed</p> </p>	<p>conflict of interest. Accountability: Maggie Anderson, Becca Deehr, Amy White Completion Date: _____</p>
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	<p>to a youth coordinator. No matter when the meetings are, this would be difficult.</p> <p>comments:</p> <p>K. Perez-Hureaux: In planning we need specific meetings that involve youth. We need to remove obstacles to youth involvement.</p> <p>Re: Executive Committee:</p> <p>B. Deehr: We need officers to increase spread of decision making (we suggest having a smaller group of LC members help make critical decisions between LC meetings). There is a lot of capacity here, and we would want to utilize folks' talents.</p> <p>J. Krieger: The intent would be to make decisions based on more than two people.</p> <p>L. Raymond: How do we make quick decisions (effective yet representative)? There is a ton of work (too much for two people). There may be potential ways to utilize people.</p> <p>B. Born: Lets recognize that this project brings people together who already have an interest in the work. Perhaps acknowledge that there is always some inherent conflict of interest and when something will be voted on and if it is a true conflict of interest, then that organization should not vote in that instance.</p> <p>VOTE:</p> <ul style="list-style-type: none"> • <i>formally except all 8 community resident applicants on the council (to be reflected by amended bylaws)</i> • <i>open a spot and accept new youth coordinator onto the council (when coordinator representative is appointed)</i> • <i>form an executive committee within the leadership council (position description pending)</i> <p>ALL AGREED</p>	
<p>KCFFI Assessment Update/Presentation</p>	<p>Summary:</p> <p>B. Born: <i>"Urban Planning and process thrills me!"</i></p> <p>Assessment allows us to have baseline information to inform progress, as well as setting bench marks. Food Environment in communities and regionally & Built Environment (both qualitative and quantitative)</p> <p>Food environment = Branden Born and UW students</p> <p>Built environment = Anne Moudon and her students (this will be GIS maps to attach to assessment summary)</p> <p><i>*Our goal is to finish this all up by June</i></p>	<p>Outcome:</p> <p>Action: Add Mollie Greves, Kate Halstead, Baraka Cloyd to assessment communications list</p> <p>Accountability: Maggie Anderson</p> <p>Completion Date: 6/6/08</p>

Discussion:

Questions:

J. Krieger: Could you clarify what level the assessment will be done? IE schools in Delridge/White center, while food may be regional.

M. Bates-Benetua: School's aren't done yet, but will be once we figure out what is to be done.

D. Birnie: Is there interface with school districts?

R. Angeles: What about parks data?

E. MacDougall: Parks are imbedded within Anne Moudon and Brian Saelens work.

There are a number of things (assessments) that could/should be done by community members (walking audits, photo voice).

We're also involving WSU Small Farms Team faculty to look at regional farming picture.

B. Born: Looking into the summer, we're looking at knitting all this information together. In the last few years we've worked directly with both communities.

We get a shared understanding of what community looks like and then work together to figure out how to get to the goals.

The team will be weaving assessments together to come up with a narrative to bring to community as well as Leadership Council.

M. Bates-Benetua: So students will plan in conjunction with the community organizing efforts?

J Krieger: Do folks want to be involved in community assessment?

B. Cloyd: I would be interested in helping with that as well. Especially homeless shelters (etc)

B Born: We are looking at pathways of food delivery to food banks.

L. Raymond: Is qualitative separate? When doing assessment, is there a designated way to capture the richness of conversation, or is that left to a separate qualitative thing?

J.Krieger: Should Rox debrief those who go out on assessments? Is this an idea for the assessment team?

Michelle BB: I would love to know when those meetings are

BB: I can have students make a short presentation each time the LC meets. (10 minute presentation)