

**MEETING NOTES – King County Food & Fitness Initiative (KCFI)
Leadership Council – July 21, 2008**

Location: Youngstown Cultural Arts Center—4408 Delridge Way SW, Seattle, WA 98106

Meeting Highlights	<p>3 Ad-hoc committees have been formed to address:</p> <ul style="list-style-type: none"> • Work Groups/Subcommittee design • Vision/Values Statements • Cultural Competency <p><i>Next actions summary:</i></p> <ul style="list-style-type: none"> • Randy Engstrom (RandyE@dnda.org) is organizing a meeting to discuss work group/committee design. Contact him for details. • Vision first draft will go out via email on 7/25, contact Michelle Bates-Benetua michelleb@solid-ground.org for details. • For an update on cultural competence planning activities, contact Aviva Furman (aviva@duwamish.net), Kathleen Perez-Hureaux (perezk@psnhc.org) or Michelle Bates-Benetua (michelleb@solid-ground.org)
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Meeting Notes for KCFI Leadership Council		
Date:	July 21, 2008 (4-6 pm)	
In Attendance:	<p>Council Members: Aviva Furman, Baraka Cloyd, Kate Halstead, Kathleen Pérez-Hureaux, Julie Salathé, Amy White, Becca Deehr, Michelle Bates-Benetua, , Bethany Tate, Randy Engstrom</p> <p>Guest/Staff: Ron Maynard, Derek Birnie, Maggie Anderson, Brad Gaolach, Erin MacDougall, Branden Born, Khatsini Simani, Cristina Orbe, Ron Angeles, Alberto Mejia, David Daw, Cham Ba, Joyce Chen, Eddie Hill</p>	
Regrets:	Mark McIntyre, Mary Embleton, Virgil Domaoan, Roxanne Slattery, Laura Raymond, Mollie Greves, Jennifer Maychrzak, Jim Krieger, Tyra Sorensen	
Facilitator(s):	Brad Gaolach, WSU King County Extension	
Recorder:	Maggie Anderson	
Issue	Discussion	Outcome, Action, Accountability & Completion Date
Approval of June meeting minutes	Summary: approved	Outcome: minutes approved
Announcements	<p>Summary:</p> <p>*WK Kellogg Foundation announced extension of planning period to August 31, 2009</p> <p>*Branden Born announced that he spent 40 minutes (7/21/08) talking about price and access with city council, mentioning that it was a really terrific conversation. City council is now paying attention to what's going on.</p>	Outcome: An additional six months will be allotted for planning, with workplan adjustments.
	<p>Discussion:</p> <p>After the Detroit trip, the Foundation made a decision to extend the planning process to August 31st. Real community</p>	

	engagement takes time, and they know that. We will keep all advised on the shift in work-plan and timeline.	
UW Urban Design & Planning Summer Studio	<p>Summary: Two students from assistant professor Branden Born’s Urban Design & Planning summer studio course presented a re-cap of research and outreach they have done within the last months, as well as goals and events planned for rest of the summer.</p> <p>Discussion: UW Summer Studio (Eddie Hill/ Joyce Chen): Recent outreach activity: May 30 Delridge Day - Presented results of May 24th Delridge grocery audit - Offered a <i>pick your point</i> on Where do you shop? To collect data about how people living in Delridge & greater Seattle access food. - Offered an additional anonymous paper survey.</p> <p>July 21-22 Jubilee Days in White Center - Two <i>pick your point</i> display boards were offered to survey <i>Where do you shop?</i> And <i>Where do you play?</i> - Also asked for suggestions community members have?</p> <p>Focus Groups: - July 31 Delridge focus group at the Delridge library - August 6th in White Center (location TBD)</p> <p>Large Community Meeting - August 13th (location TBD)</p> <p>Market Basket Survey(s) <i>*The USDA market basket survey standardized survey that allows for comparison. (feed a family of 4 for a week).</i> - May 24th: a USDA Market Basket Survey was conducted by about 15 youth and volunteers. - August 8th: UW summer studio and the FEEST (Food Education & Environment Sustainability Team) for another (larger scale) grocery audit and community feast/celebration following.</p> <p>Joyce Chen & Eddie Hill were both at Jubilee days and mentioned that folks in the community really had a lot to say. Many immigrant community members had complaints about access (especially halal meat) and fresh, quality options in general.</p> <p>Comments: <ul style="list-style-type: none"> • The St. James visioning meeting scheduled at the end of July will allow cross over to the food & fitness • The White Center Food Bank, and Salvation Army </p>	<p>Outcome: Leadership Council members and collaborative partners are encouraged to participate in community engagement activities! For more information, email Branden Born at bborn@u.washington.edu</p> <p>Follow up:</p> <p>Outcome:</p> <ul style="list-style-type: none"> • <i>Can we use the White Center food bank as a source to hold a focus group?</i> • Can a meeting be set up to survey the Salvation Army walking group in White Center • Translation services? <p>Accountability: Roxana Chen, Branden Born</p> <p><i>General Comment:</i> Let’s make sure we have someone during discussions who is counting hands to allow for fair sharing.</p>

	<p>(senior meal program or walking group) may make great locations for focus groups or key informant interviews.</p> <ul style="list-style-type: none"> • There is need for a strong orientation for the group before the Market Basket Survey. • <i>Can the name of the 'grocery audit' change so that it sounds more human?</i> • <i>How do we give input on your outreach work?</i> <p>From Branden Born: We're hoping that you do even more than give input, but that we can follow your lead/suggestions. Tell us when/where you'd like to have a conversation and we're come and bring dinner and have a conversation.</p> <ul style="list-style-type: none"> • 	
<p>Cultural Competency</p>	<p>Summary: Brad Gaolach led a discussion about options and planning ongoing cultural competency training. An ad-hoc cultural competency committee was appointed to plan/organize these efforts.</p> <p>Discussion: We're committed to this topic, and as we discuss with Visions, our options are pretty expansive. We need to find out how/when people are willing and able to commit to this. We also want to put together a sub committee as well to put this together. Question/Comments</p> <ul style="list-style-type: none"> • Can we go with someone local? • Can we designate one of our meetings to talk about this, and then have Visions advise? • Is this training directed toward the leadership council, or is it all community? <p>Visions has been hired to customize as we see it as most helpful.</p> <ul style="list-style-type: none"> • Kathleen Perez-Hureaux: pointed out that two hours isn't enough, but rather a lifetime. We must commit to a long time if we're going to accomplish this. We need to frame the work we're doing in terms of cultural competence, etc in a thoughtful way. We need to commit to framing our work appropriately. Let's look at making a genuine commitment. What about doing three half days, six weeks apart? • Cristina reiterated that the nature of this work is very deeply rooted. This needs to be an ongoing process. We need to enrich the soil that we're planting this initiative in. <p>Cultural Competence Committee Self-nominees: Kathleen, Michelle, Bethany, Kimi, Aviva, Amy, Cristina, Ron</p>	<p>Outcome: An ad-hoc cultural competency committee was appointed to plan/organize these efforts.</p> <p>Action: The new ad-hoc cultural competency committee will meet to discuss and organize best options and resources for cultural competency.</p> <p>Accountability: Kathleen Perez-Hureaux, Michelle Bates-Benetua, Bethany Tate, Kimi Martin, Aviva Furman, Amy White, Cristina Orbe, Ron Angeles</p>

Budget Finalization	Summary: Budget finalization is on hold until we have a little more information from Kellogg. As soon as this happens, budget activities will be the responsibility of a work group within the leadership council.	Outcome: Item on hold.
	Discussion: n/a	
Project Management	Summary: A job description adapted from the Oakland HOPE collaborative is currently in an informal review process, to find out where a project management position might fall in terms of status and pay scale.	Action: A call will go out for volunteers for a hiring committee within the next 2 weeks. Accountability: Brad Gaolach, Maggie Anderson, Erin MacDougall Target Date: ASAP—but with the idea that we don't want to rush, or draw this out too long (begin process by July 31)
	Discussion: <ul style="list-style-type: none"> • WSU allows an informal assessment of position descriptions, so we're getting an idea of what a project manager would look like within WSU. We're also not set on having a PM as a WSU employee. • Options are on the table, and for those who are very interested, can join the sub-committee. 	
Work Groups/ Committees	Summary: A lengthy discussion regarding the effectiveness of organizing workgroups laterally (by type of work) vs. vertically (by topic ie: physical activity). This conversation will continue after the meeting.	Outcome: An ad-hoc work group will form to come up with several options to present to the council at next month's meeting. Action: Names of volunteers were taken down in order to later meet and discuss work groups. Accountability: Randy Engstrom (to coordinate the meeting of this group)
	Discussion: <i>What is the role of the leadership council?</i> Broken down into 4 main areas: <ol style="list-style-type: none"> 1. Reports from sub-committees 2. Items for voting 3. General Briefings 4. 4th??????? Erin MacDougall: Some communities have broken out into silo topics based on content expertise. This has not been successful at times. I just want to lay out that separation can lead to different challenges. Bringing together a fabric of healthy eating and active living is the ultimate goal. A few proposed committees for conversation starters: <ul style="list-style-type: none"> • Executive Committee—Support Co-chairs • Local Planning---Work with CDA's and UW studio to help be a liaison to the leadership council • Regional Policy---Our community action plan is about systems that are broadly helping and provide barriers (policy, procedure, strategies) • Steering Committee---Beyond LC, members from assessment, CDA's, community residents, youth staff • Budget & Rules---People who love #'s and 	

	<p>making/following rules</p> <ul style="list-style-type: none"> • Communications Team---Internal/External with types of communications. Also to build on our work with vision to action planning <p>Standing Committees outside of LC:</p> <ul style="list-style-type: none"> • Assessment Team: Already have this • Youth Engagement---Already in place • Staff---Also in place (with future addition of PM) <p>Proposal to form official committees to parcel out work: Accepted Unanimously.</p> <p>Sub-committee Ideas & Comments:</p> <ul style="list-style-type: none"> • Steering committee, executive committee and two separate community committees (2 separate). • Can we hold off on this if we don't have a shared mission? <ul style="list-style-type: none"> ○ (In response): What we're trying to do is really complex. We've all entered at different times. We're jumping in on this spinning top. The way to do some of the work is to try and do some of the things we're charged with, even if it feels messy. • We may burn out if we don't find actionable work with fewer groups but more people • Regarding Communication; Michelle Bates-Benetua and others are working towards finalizing a vision and values statement to propose at next month's council meeting. • Can budget & policy committees be grouped? • How can we create/define groups so that someone who is very interested in fitness environments knows exactly where they fit in? • People get excited being part of an affinity group. Worst case scenario, an program/project idea arises, and isn't prioritized in the plan. <p>Proposal to form an ad-hoc committee to focus on the design of a few viable options to present to the council at next month's meeting.</p>	
<p>Selection of co-chairs</p>	<p>Summary: Because meeting time went over, there were no outcomes to this discussion, and will be postponed until after the workgroups design ad-hoc committee has a chance to meet.</p> <p>Discussion:</p>	<p>Outcome: Conversation postponed, until next meeting opportunity.</p>
<p>*A discussion about interpersonal communication within the council and a need to find a common language in which to articulate our thoughts was also addressed in today's meeting and will be discussed further at another safe space/time with a skilled facilitator, because of the sensitivity of the matters discussed.</p>		

