

**MEETING NOTES – King County Food & Fitness Initiative (KCFFI)
 KCFFI Leadership Council – January 21, 2009 – 2:30-4:30pm
 LOCATION: Youngstown Cultural Arts Center**

Meeting Goals	<ul style="list-style-type: none"> • Gain understanding of the CAP planning steps • Review and approve attendees for Networking Meeting • Review and approve extension budget (4/09-9/09) • Discuss and/or decide on proposals from committees
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Meeting Notes for KCFFI		
Date:	January 21, 2009	
In Attendance:	Martha Aitken, Maggie Anderson, *Willie Austin, *Michelle Bates Benetua, Derek Birnie, Blair Brooke-Weiss, Melissa Brown, *Baraka Cloyd, David Daw, *Randy Engstrom, *Aviva Furman, Brad Gaolach, Phillippia Goldsmith, *Mollie Grow, *Kate Halstead, Jim Krieger, Erin MacDougall, Suzanne Nevan, *Julie Salathe, Jayne Simmons, *Tyra Sorensen (* = LC Member)	
Regrets:	Kimi Martin, Virgil Domaoan, Roxanne Slattery, Amy White, Mary Embleton, Lisa Quinn	
Facilitator(s):	Suzanne Nevan	
Recorder:	Maggie Anderson	
Issue	Discussion	Outcome, Action, Accountability & Completion Date
Relationship Building <i>Activity: “It’s a Good Thing!”</i>	Summary: Each meeting attendee listed one thing great that happened in 2008 as a result of KCFFI.	Outcome: Great sharing among the group!
	Highlights: Relationships forming • Additional staffing • Energy/ Creativity • Good Food in Delridge • Community based • Media Attention • Teen Bike Clubs in Delridge/White Center • We exist! • Seattle climate action connections—more attention to us • Learning more about budget and timeline • More attention on how easy it is to grow own food • FEEST Potluck drew 3 teachers and principal of high school • Local Advisory Committee is GROWING • Maggie’s help and ideas—being available • Connections, energy, growth •Hearing about growing program work and collaboration • Range of wealth of ideas and experience, diversity • Erin’s food and society fellowship	
Committee Reports <ul style="list-style-type: none"> • Youth • Cultural Competence • Operations Team • Assessment • T.E.A.M. Delridge • White Center Advisory 	Summary: Each committee was responsible for providing a written update for the council. The cultural competency committee (CCC) presented proposals on additional stipends for community members, and proposed a cultural competency training.	Outcome: Stipend proposal and meeting dates approved. See committee report for full details. Action/Accountability: The following questions remain for the CCC: <ul style="list-style-type: none"> • <i>How will financial need be determined?</i> • <i>By what process will the committee decide how to</i>
	Discussion: <ul style="list-style-type: none"> • The council voted on a February 26-28th timeframe for Visions visit. (Maggie will work with the Cultural Competency Committee coordinating logistics for the training.) • The council voted to entrust any remaining funds in the stipend category to be allocated for additional stipends for 	

<p>Council</p>	<p>community members who otherwise would not be able to attend additional meetings/trainings.</p> <p>Questions remaining for the CCC:</p> <ul style="list-style-type: none"> ○ <i>How will financial need be determined?</i> ○ <i>By what process will the committee decide how to allocate stipends?</i> 	<p><i>allocate stipends?</i></p>
<p>Kellogg Foundation FAF Networking Conference, March 2-5, 2009, San Antonio, TX – confirm attendees</p>	<p>Summary: Leadership Council members reviewed the agenda and proposed 20 attendees and (including 4 co-conveners, 7 Leadership Council members, leads from both communities, 5 youth, and one youth coordinator—all with expertise across the food & fitness sectors and community development)</p>	<p>Outcome: The twenty collaborative members selected will attend the 4 day networking conference.</p>
<p>Budget approval for extension of planning phase of KCFFI April 1-August 31, 2009</p>	<p>Summary: Overall, the budget was well laid out and easily understood by the council. After some very small alterations, the budget was approved.</p> <p>Discussion: The following two motions were coupled and approved, with one LC member standing aside. <i>Baraka Cloyd expressed a need for more time reviewing the budget and stood aside from voting.</i></p> <ul style="list-style-type: none"> • The Council urges the co-conveners and operations staff to address the funding-gap issues with youth engagement, and proposed to move the \$843 from the remaining funds to youth engagement. [Approved by council] • Aside from the above modifications, the budget as presented was approved by the council. 	<p>Outcome: The budget for the 6 month extended planning budget was approved for submission to WK Kellogg.</p> <p>Action/Accountability:</p> <ul style="list-style-type: none"> • Brad Gaolach will work with Randy to address shortfalls in youth engagement funding and present an update to the LC when new information is available.
<p>Community Action Planning – road to completion in 2009</p>	<p>Summary: Blair presented an overview and timeline of how she envisions the LC and community feedback process leading to a completed Community Action Plan (CAP) by July 2009.</p> <p>Discussion: Blair would like the Leadership Council to discuss and answer the following questions today or by Feb 4th:</p> <p><i>1. Community level input at all levels (strategy, tactic, activity)?</i></p> <ul style="list-style-type: none"> • The White Center Advisory Council is qualified to give input on all levels. • TEAM Delridge might be more inclined to giving input on activities only. • Could we take a more holistic approach? (i.e.: let community input on what they want and the LC can help identify strategies, tactics, etc and work into the plan) • Where does the youth voice come in? 	<p>Outcome: The leadership council agreed that in order to discuss and answer Blair’s questions, they’ll need to attend two LC meetings in February.</p> <p>Action/Accountability:</p> <ul style="list-style-type: none"> • All LC Members: will attend a 2nd LC meeting in February (Date TBD) • Blair & Staff: Will work on clarifying the information we need to agree on the process and then help move others along. • Blair & Staff: Will work to develop clear ‘job

	<ul style="list-style-type: none"> Youth will be weaved into the community process. Youth are excited and we'd like to empower youth from each high school to affect change within their community. The upcoming March 16th Youth Summit in White Center could be a place to vet strategies! <p>2. <i>What is a reasonable number to select for priorities?</i></p> <ul style="list-style-type: none"> Maybe we can't set square numbers because of the overlap in sectors (like school food falls into built environment as well as nearly all the food domains) Community design and land use certainly overlap. If we find out that we don't have to specify activities that will help stretch out the process. <p>3. <i>How will we engage other collaborative partners?</i></p> <p>4. <i>How will we infuse LC expertise into community-level decisions?</i></p> <ul style="list-style-type: none"> Ideally we'll be able to lump together and think holistically but in the end we'll need to describe them to Kellogg in some way they'll want to hear it. Would any community data be ready by the next meeting? <ul style="list-style-type: none"> Yes. Some community data will be available from Delridge/ White Center by the next LC meeting. If LC Members really represent the communities, we can make big decisions, but if they are not, we need more buy in. Might we decide on a case by case basis if more community members need to be involved? There is opportunity for great dialogue. Maybe we can experiment with proposing strategies? Some tactics will be higher level than others. They happen at multiple levels. Subcontracting will be a tough decision. We'll need to be more creative. Maybe we can push off decisions until the implementation phase. After we allocate the money we can start looking at subcontracts (like a subcontracting committee and develop and RFP process)? Could community leaders spearhead the gathering of strategies in a non linear process with the community? Don't limit folks to too high level or too low level. Our preference would be to not name subcontractors yet. We need to be more clear about roles/responsibilities so that folks can be accountable for their parts of the process. Laura has been hosting creativity sessions. We could also have LC members at community meetings 	<p>descriptions' for LC members and work groups so that folks can be accountable for their parts of the process.</p> <ul style="list-style-type: none"> LC Members: Please submit your questions, before the Feb 4th LC meeting and arrive ready to have a discussion and make decisions. Erin MacDougall will follow up with Kellogg to find out what input they may be able to give us on the amount of detail that should be included in the plan.
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Upcoming KCFFI Meetings:

- February 4th, 2:30-4:30pm: Leadership Council Meeting @ Youngstown
- The 2nd February Meeting is TBD. Please respond promptly upon receiving a meeting wizard request.

Youth Engagement Committee Report 1/21/09		
Committee Chair/Lead: Randy Engstrom		
Committee Members: <i>Local Youth</i> , Randy Engstrom, Hollis Wong-Wear, Alberto Mejia, Cristina Orbé		
Definition/ Committee Charge: <i>Engage Youth in the work of the greater KCFFI</i>		
Regular Meeting Date(s):	Every Wednesday (FEEST Team), Every last Wednesday (Youth partners and community potluck) *Note: there was no youth partner meeting in December (due to weather)	
Topic/Issue	Discussion	Summary/ Next Steps
Conference	Summary: Youngstown is working to confirm 5 youth and 1 staff for the conference in San Antonio. The fact that it falls on Mon-Thu is a challenge.	Secure names of youth by Friday 1/23.
California Center	Summary: Report was received back from the California Center/CANFIT Team. They were impressed with Youngstown and FEEST as a model for youth driven programs. They desire to see more connection between youth work and broader community work. They offered to assist with collecting Youth input into the CAP	Work closely with DNDA and WCCDA to have youth participation and leadership in the larger community work. Expand relationships in local schools. Work toward the CAP with the help of California Center staff (TAP Provider)
Community Engagement	Summary: Work closely with DNDA and WCCDA to have youth participation and leadership in the larger community work.	In process
Contract Extension	Summary: Due to a variety of oversights, Youth Engagement contractors will be working 3 months without compensation.	Youngstown will attempt to scale back some of its responsibilities, leverage partnerships where possible, and seek additional funding

Cultural Competency Committee Report 1/21/09		
Committee Members:	Michelle Bates-Benetua, Cristina Orbé, Ron Angeles, Kimi Martin, Virgil Domaoan, Aviva Furman, Amy White, Baraka Cloyd	
Definition/Committee Charge:		
Regular Meeting Date(s):	3rd Monday of each Month from 2:30-4:30 @ Youngstown Cultural Arts Center (We need to make sure this time still works for folks)	
Issue	Discussion	Summary/ Next Steps
Utilizing Visions (TAP team) to improve cultural competency of KCFFI, functionality of LC & create a safe place	Summary: VISIONS can help us by providing a train-the-trainer workshop for the entire LC with an additional day for a core group that wants to go deeper and a day for youth. WHY? Our vision for this initiative includes true community involvement, inclusivity and social justice and to be accountable to those values we HAVE to address racism, power, privilege, sexism and other forms of oppression that affect how we do business and what decisions we make.	Desired Outcome: LC to decide which dates work best Action/Accountability: LC agrees to one of the following set of dates that Visions Team is available: Feb 6, 7, 8 Feb 26, 27, 28

	<p><u>Rough Outline:</u> Day 1—Full LC, anti-oppression 101, developing common language, mini-lecture, activities to support this learning and focusing on one of the important planning tasks at hand facing our group. Day 2—Part 2—Going deeper, more tools for a small group. Day 3—Youth. Content to be discussed with youth leads. <u>Results</u></p> <ul style="list-style-type: none"> • A high functioning Leadership Council • Active community members with true power and voice in planning and implementing the KCFFI • A true COMMUNITY Action Plan • Celebration and positive energy!!! • A space where community members and committee members feel encouraged to vocalize and to listen to each others needs and find effective solutions to satisfy those needs. 	
<p>Residents should be involved in the LC.</p>	<p>The Cultural Competency Committee is committed to active community engagement in the KCFFI including the LC and we believe that financial compensation for community members is extremely important to maintaining their participation and creating a culture of equality and respect for their time.</p> <p>While LC members who represent agencies may be paid for their time to attend KCFFI meetings and all-day trainings, residents must attend as volunteers, perhaps even giving up income to attend. This limits the voice of community residents in the work of the LC. For example, there are only agency representatives attending the Ops Team meetings, despite our values and Kellogg's direction for this phase of our work to be "resident driven."</p> <p>One of the goals of the upcoming Visions workshop is "Active community members with true power and voice in planning and implementing the KCFFI." To ask residents to take off unpaid time from their work to attend this workshop, while agency representatives may be paid to attend is especially ironic.</p> <p>We on the CCC recommend that:</p> <p>1) The funds which were originally budgeted in 2008 for resident stipends which were unspent due to the resignation of three residents, be used for current residents to attend the upcoming Visions workshop and/or the Networking Conference. A simple calculation based on when each resident rep resigned would indicate</p>	<p>Desired Outcome: LC to approve our proposal so that residents have more options to attend additional LC related meetings.</p> <p>Action/Accountability: Discussion of proposal at 1/22 Operations Team meeting.</p>

	<p>the surplus. This should be at least \$900 (3*\$300). (Day long workshops tend to run 6-hours with a break)</p> <p>Visions workshop: 3 residents x 2-days x \$90/day = \$510</p> <p>Conference: 1 resident x 4-days x \$90/day = \$340</p> <p>2) That the 2009 budget extension (April - August) include a line item for future day-long local workshops, so that residents who are not paid by their agencies have equal access and equal voice in the activities of the LC. As these workshops are TBD, we propose place holding for up to 3-days and including stipends for up to 4-residents (as it is unlikely that more than 4 could attend all of these meetings):</p> <p>4 residents x 3-days x \$90/day = \$1080</p> <p>There are at least \$1080 of stipend funds unspent from 2008 because several LC do not wish to be paid or have not turned in their paperwork.</p> <p>This proposal does not take funding away from other lines. It merely makes use of unspent funds in a manner we feel will increase resident participation in LC activities for the remainder of the planning period.</p>	
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<p>New LC members should be leaders in the community</p>	<p>Summary: New residents should be leaders of others in the community. Someone who can represent others—this may mean someone from religious or multicultural groups</p>	<p>Desired Outcome: Plan for accomplishing this is shared with LC. Is there a way for us to help?</p> <p>Action/Accountability: Ops team –please provide status update</p>
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<p>Operations Team Report 1/21/09</p>	
<p>Committee Chair/Lead: Erin MacDougall (interim)</p>	
<p>Committee Members: <i>LC Co-chairs (Willie Austin, Michelle Bates-Benetua), Co-conveners, DNDA reps, WCCDA representatives, Assessment/Evaluation leads (when appropriate)</i></p>	
<p>Definition/ Committee Charge: Tasked to meet weekly and to facilitate operations and make connections between work groups in between LC meetings</p>	
<p>Regular Meeting Date(s): Every Thursday from 2-4pm @ Youngstown Cultural Arts Center</p>	
<p>Topic/Issue</p>	<p>Summary/ Next Steps</p>
<p>Summary:</p> <ul style="list-style-type: none"> The Operations Team provided input and guidance to committees in preparation to the LC Meeting: <i>TEAM Delridge, White Center</i> 	<p>Next Steps: Continue ongoing support to committees, community leads.</p>

<p><i>Advisory Committee, Cultural Competence Committee,</i></p> <ul style="list-style-type: none"> Discussed the budget and how best to present it to the LC. Reviewed the project manager's plan and made recommendations for changes. The Operations Team was joined by the two new LC Co-chairs (Willie Austin & Michelle Bates-Benetua) 	
<p>Ongoing Topics of Discussion:</p> <ul style="list-style-type: none"> Fine tuning Blair's <i>Road Map</i> for completing the action plan. Ongoing support for communities, providing input as they move forward in community engagement around food and fitness Identifying gaps in assessment and synthesizing information for the LC. 	<p>Next Steps: Continue discussion at regular Thursday Operations Team Meetings.</p>

Committee Name: White Center Community		
Committee Chair/Lead: David Daw		
Committee Members: Rick Jump, Justine Cline, Ricardo (Rozellas), Rosie Taylor, Be Nguyen, Chris Dunford, Jerri Finch, Pat Thompson, Colbe Keene, Mohamed Ali, Sigrid Wilson, Dave Darling, Kathy Kaminsky, Becca Fong, Aser Ashkir, Raymond Zombro, Virgil Domaoan, Vary Jackson, Karen Green		
Definition/ Committee Charge: Organize White Center outreach to influence the CAP		
Meeting Date(s): Regular meetings every other Tuesday		
Topic/Issue	Discussion	Summary/ Next Steps
White Center Advisory Committee	Summary: David Daw has met one on one with all of the committee members 16 in total to familiarize them with KCFFI efforts and what their charge is as Advisory Members	Next meeting 1/27
White Center South Delridge Clean and Green	Summary: We had over 40 people come and help revitalize the area we planted trees, paint out graffiti and did liter pick up.	Planning for Spring Clean May 16th
White Center Youth Summit	Summary: Date has been set for March 10 th . The event is host by Youth Media Institute and the WC/S Delridge Public Safety Coalition. The goal is to have youth come up with community projects.	Coordinate with youth organizations in the area

Committee Name: TEAM Delridge Committee		
Committee Chair/Lead: Phillippia Goldsmith		
Committee Members: Suzanne Nevan, DNDA staff, Delridge neighbors		
Definition/ Committee Charge: Engage Delridge community members in KCFFI and gain input on the community action plan		
Meeting Date(s): December 15, 2008; January 12, 2009		
Regular Meeting Date:: 2 nd Monday of every month		
Issue	Discussion	Outcome, Recommendation & Completion Date
Thrive	Summary:	Outcome: Focus-Fitness

Eat Act Move Delridge	<p>1/12/09 Meeting at Southwest Youth & Family Services 6-7:30pm, Room 109</p> <p>Strong community leaders identified:</p> <ul style="list-style-type: none"> ☺ Alicia Deboer—will facilitate February 9th mtg.; knows a lot of people in West Seattle ☺ Jayne Simmons—owns a landscaping business but would like to convert to edibles only; we have recommended her to the Leadership council ☺ Galena White— a ‘raw foodist’, created a Google group for members to include a map acknowledging work already being done in Delridge. 	<p>Environment in relation to Parks, Trails and Recreation</p> <p>Action/Accountability: January 24th “Park Use” Surveying February 7th “Park Use” Surveying</p>
Grocery Store Audit	<p>Summary: Survey of people not shelves.</p> <p>Discussion: Identified 3 local grocery stores -Safeway (26th & Roxbury) -Safeway (Jefferson Square) -QFC (Westwood Village)</p>	<p>Outcome: Food Environment in relation to Retailing</p> <p>Action/Accountability: Phillippia to determine weekday dates during the first 2 weeks of February to report back to LC.</p>
Walking Audit	<p>Summary: Re-do January 31st 10-12noon</p> <p>Discussion: Redirected Feet First to create Walking Audit geared toward Delridge specifically South Delridge or Central Delridge. Connection to Longfellow Creek, the stairways on Delridge, etc.</p>	<p>Outcome:</p> <p>Action/Accountability: To be determined...</p>
“Healthy Delridge Neighbors” Survey	<p>Summary: Saturday, January 10th 10:30-12noon</p> <ul style="list-style-type: none"> ☺ Hard copy survey created; 8 community members will “Go where the people are” ☺ Online survey monkey created and will be sent to various community groups, agencies and schools/PTA’s <p>Discussion:</p>	<p>Outcome: 35 surveys</p> <p>Action/Accountability: Get information</p>
Other Connections	<p>Summary: Coordinators from local community centers:</p> <ul style="list-style-type: none"> ☺ Ryan Spencer –Healthy Parks, Healthy You initiative (Delridge CC) ☺ Junior Kitona—Senior Director of Southwest Community Center, well connected to the Samoan community, lifelong resident of the area, strong youth advocate. ☺ Brian Judd—High Point Community Center Senior Director 	<p>Outcome: Delridge CC- <i>Currently does not have a staff person for Youth/Teen Outreach; Ryan will connect Phillippia to someone</i></p> <p>Southwest CC- <i>Junior Kitana expressed interest; was on medical leave last week. Phillippia will schedule 1-on-1 mtg.</i></p> <p>High Point CC- <i>Still waiting to hear back</i></p>

		Action/Accountability: Phillippia is organizing one on one mtgs. next week
Delridge Corner Store Project	Summary: The project will combine an assessment of the best practices and lessons of the National Corner Store Initiative with a local outreach and engagement strategy to address a lack of access to healthy, affordable locally grown food in the Delridge neighborhood.	Outcome: Engaging three to five convenience stores in an effort to expand the food choices they offer. Action/Accountability: Phillippia is developing relationships with business owners in the Brandon node. 1/16 canvassed the Delridge business district to identify store owners with contact info

KCFFI Assessment Update 1.21.09

Prepared by: Erin MacDougall

- *Goal: conduct the baseline assessment for Food and Fitness in King County and focus communities to identify barriers and gaps between current reality and our Initiative's vision for implementation phases of the grant.*
- *Update: there are several assessment pieces completed and others waiting to be completed. Reports with checks left are done; others are in process. Current plan is to deliver to the LC identified gaps in food and fitness starting early February and ongoing as all the assessment reports are completed.*

	Area and report/information	Lead
X	KCFFI Collaborative: Leadership Council resident members key informant interviews	Roxana Chen, Public Health SKC
X	KCFFI Collaborative: Leadership council organizational partners focused group discussion	Amy Laurent and Karen Snyder, Public Health
	Food systems and built environment: Food systems and neighborhood assets	Branden Born and students, UW
X	Food Systems: Agriculture fruits and vegetable production in WA and meeting public health goals for health eating	Sara Coulter, UW student
	Food Systems: Regional/county agricultural assessment	Doug Collins, WSU
X	Food Systems: Low-income household access to community supported agriculture in King County	Carley Bollen, UW student
	Built Environment: built environment and physical activity opportunities in Delridge and White Center	Anne Moudon, UW
X	Community Assessment: Grocery and walking audits in Delridge and White Center	Youngstown, UW, WCCDA, DNDA
	Schools: Schools in Delridge and White Center assessment	Don Kramer, UW student
	Policy: Policy Scan and list of promising practices	Sara Coulter, UW student
	Policy: Technical assistance for policy development	To be determined; \$ available from WKKF
	Evaluation: assessment of success of coalition	Group Health Community Foundation
X	State advocacy scan	Kellogg hired consultants
	Community Assessment: any other surveys, focus groups, etc.	To be determined