

Knoxville-Knox County Food Policy Council Meeting Minutes

Date & Location: Thursday, August 20, 2020 via videoconference

Type of Meeting: Quarterly Meeting

Recorder: Victoria Raschke

Attending Appointed (Voting) Members	Kimberly Pettigrew Kristen Faerber Victoria Raschke Willa Essie Elizabeth Wunschel Ellen Morar Brett Foster Adam Caraco
Attending Associated (Non-voting) Members	Bailey Foster
Other Attendees	Fiona McAnally - City of Knoxville Amber Ford - Knox County Health Department Courtney Liles - Second Harvest

1.	<p>Review May Minutes: The May meeting was informal, so no vote to accept minutes were required.</p>
2.	<p>Updates from council members: <i>Kimberly - Nourish Knoxville:</i> Nourish is accepting P-EBT along with EBT and offering Double Food Bucks for both. The DUFB program has increase 30% over last year. Discussion of delays in getting households approved for P-EBT was addressed by Brett. <i>Victoria - TAFM:</i> The TN Associate of Farmers Markets biannual meeting has been moved to a virtual format with three days of lunch-and-learn sessions. Information to register for the September 15, 16, and 17 meetings: https://tnfarmersmarkets.org/biannual-meeting-2020/ <i>Brett - Knox County Schools:</i> Gearing up for start of school (August 24) with meal pickup for virtual learners and food service for in-person learners. There is current no delivery scheduled. They are working on one-site pickup for families with multiple students. If a school or the district goes red (due to COVID19 cases) all schools will be feeding sites under the Federal School Lunch Program, so there will be a cost associated with meals. Discussion of the heroic efforts of Brett and her team for pivoting and being flexible and getting food to children during the pandemic.</p>
3.	<p>Administrative Updates: The website is out of date and updates were delayed by staffing transitions at the beginning of the year and then the pandemic. Kimberly and Fiona are working on updating the website as soon as possible. The FPC may want to look at moving the website to City or County auspices to lessen the amount of work on Council members to keep it up to date.</p>

4.	<p>Discussion on Council structure: See attached document from Fiona on history of FPC and how other similar entities are structured. Discussion of document including questions about the ideal structure and what the goals and projects the FPC would like to take on. Committee was set by Kimberly to further discuss this issue. Committee will consist of Kimberly Pettigrew, Fiona McAnaly, Kristen Faerber, Bailey Foster, Willa Essie, Adam Caraco and Amber Ford.</p>
5	<p>2020 Wrap-up and Committee Meetings: Nominating and by-laws committees should meet and submit reports or proposals before the next meeting. By-law committee did meet August 19, 2020. The November meeting is an important business meeting for the FPC, including the election of officers. Council members should let Kimberly know if they will not be able to attend. Per the May meeting, Kimberly was going to put together a letter with an overview of work done by the Food Access Committee during the pandemic response to include with the yearly report to City Council and County Commission. Brian sent the report earlier this year, so Kimberly will compile an end of year wrap to be review by the FPC at the November meeting.</p> <p>For the report the Data Committee will update the data from the established databases used to compile the 2019 report. Next year and every other year following committee will revamp the report as well as updating. The off years will consist only of updates to the previous year's reports. Data Committee for 2020 will consist of Elizabeth, Ellen, Brett and Kimberly.</p>
6.	<p>Next meeting: November 19, 2020. 8:30 a.m. Location TBD.</p>
7	<p>Meeting adjourned.</p>