

**Food and Nutrition Commission**  
**Meeting Minutes**  
**Monday, December 4<sup>th</sup>, 2017**  
**Wilder Foundation**  
451 Lexington Pkwy N, St Paul, MN 55104

*The purpose of the Saint Paul-Ramsey County Food and Nutrition Commission is to provide long-range planning and associated recommendations for policy, systems and environmental change at neighborhood, city and county levels with the aim of increasing access to healthy food.*

**Members Present/Representation**

Nadja Berneche | County District 5 (Co-Chair)  
Karen Fangman | County District 1 (Co-Chair)  
Diane Dodge | County District 4  
Rebecca Mino | City of St. Paul  
Metric Giles | City of St. Paul  
John Parker – Der Boghossian | County District 2  
Lebo Moore | City of St. Paul

**SPRCPH Staff:**

Carissa Glatt | SHIP Grant Coordinator (Staff Liaison)  
William Moore | Health Educator

**Guests:**

Donald Warneke | UMN Extension  
Barb Rose | West Side Farmers Market/Growing West Side  
Filsan Ibrahim | TCMM

The meeting was called to order at 5:30 pm. Everyone was welcomed to the meeting and introductions were made.

Agenda Item:	Speaker/Discussion:
General Information, Updates, and Announcements	<ul style="list-style-type: none"> <li>• Carissa: The Public Health Department in conjunction with Ramsey County is about to hire a health equity officer. We also have an internal equity tool kit, however our internal work within equity may be able to help with the FNC work within equity and inclusion.</li> </ul>
Community Listening Session (Part 2) from Sub-group attendees, including Metric, Nadja, Diane, Karen, William, Barb, Donald, Filsan and Carissa	<ul style="list-style-type: none"> <li>• Summary of subgroup meeting for the community listening session given, this includes: bringing the ideas we heard during the listening session back to the community, to make sure we heard them right; and we would like an opportunity for the community to work on the FNC plans/next steps. We would also send out the power-point to send out for other community members to look at and address. <b>We need a process to reference for how to guide community engagement in the future.</b></li> <li>• It is agreed by members that we want the community to be involved in our planning processes, as well as involved in what we are working on. In addition to being active at FNC meetings, group members must advocate for their communities and be working outside of the meetings, too.</li> <li>• Idea: sharing power-point on our FB page</li> <li>• Carissa will need help with the following: picking a date, place, and time, as well as compiling email addresses of who will be invited and deciding how to get the word out for a meeting that can include the community and share what we think we heard. <ul style="list-style-type: none"> <li>- The following people will be involved in this sub-committee: Metric, Barb, Lebo, Karen, Rebecca and William</li> </ul> </li> </ul>
Review 2017 Strategic Goals	<ul style="list-style-type: none"> <li>• Current strategic goals sheet was passed out for referencing.</li> <li>• Meeting attendees worked in pairs to look at the 2017 strategic goals and internal steps to decide as a group if the goals were completed or not, and if so, when they were completed.</li> <li>• Metric commented that based off our goals, the purpose of the FNC seems like an extended arm of the government. However, the FNC is supposed to be a group that can</li> </ul>

	<p>engage and advocate for the community, and that should be clarified and included in our goals and purpose. William suggests that we need to be more clear in our intentions, and how we include the community in our process.</p> <ul style="list-style-type: none"> <li>• Community interaction and support should “the backing” of all the strategic goals, because the FNC is nothing without the community.</li> <li>• It is desired that the Strategic goals are a living document that is constantly changing, but we want to be able to hand it to people to share what we are working on.</li> <li>• Things that are done: None</li> <li>• Things that are <b>NOT</b> done: Everything (all things should stay)</li> <li>• All 7 members voted unanimously in favor to take “draft” from the 2017 goals and to move forward to shaping the 2018 goals.</li> </ul>
Healthy Equity & Inclusion	<ul style="list-style-type: none"> <li>• Several documents were handed out to the group.</li> <li>• Putting this in context: work together with a process that is more inclusionary.</li> <li>• Being more inclusionary – what does this mean to us? What does this look like? This is something we need to work on figuring out.</li> <li>• FNC should discuss WHY we care about this, and get grounded together on why this is important.</li> <li>• Reviewing of bylaws – we may want to re-think some bylaws after learning about the equity lens. How can we make the bylaws more culturally sensitive?</li> <li>• Carissa will check if SPRCPH health equity team would be interested in helping facilitate some sort of activity/training.</li> <li>• <b>January’s meeting: focused on equity and inclusion</b></li> <li>• The January/February meetings will be needed for planning, then a goal will be set to have subgroup meetings to being in March/April.</li> </ul>
Member Survey Results:	<ul style="list-style-type: none"> <li>• Carissa presented power-point that compared member survey results from March 2017 to the most recent survey taken in December of 2017.</li> <li>• How do things get done? Idea by metric: every other meeting is when people meet in subgroups to get other tasks accomplished? The actual work does NOT happen at meetings; these are more for planning and group members must be active outside of these conversations at group meetings each month. <b>Another idea – have meeting space and subgroups all meet here and work separately.</b></li> <li>• It was requested to have member survey results twice a year, and to quantify the data.</li> </ul>
Action Items:	<ul style="list-style-type: none"> <li>• <b>Everyone:</b> Send Carissa emails and names of people who should be involved in the “planning of the planning” in the next week or so.</li> <li>• <b>Everyone:</b> Send any ideas for health equity articles or activities to Carissa.</li> <li>• <b>Carissa:</b> send asset map and power point to others.</li> <li>• Come to January meetings with some takeaways from the articles share, experiences you’ve had, or thoughts you had a result of these articles.</li> <li>• Complete racial equity scorecard together – January meeting? Or have other activity.</li> <li>• <b>Optional:</b> Samty at Food Group at is doing racial justice trainings if anyone wants to engage in that as an individual, please attend the MFAN conversations on Race</li> </ul>

Minutes taken by: Kelly Olzenak via video recording  
Motion to adjourn (7:30 p.m.) passed by affirmation of the committee.

**Next meeting:**  
General Meeting – January 8th, 2018 at Saint Anthony Park Library: 2245 Como Avenue St. Paul MN 55108

