

Food Policy Task Force Meeting #2
Tuesday, October 12, 2004
6:30 - 9:30 PM
Starthcona Room
City Hall - 453 West 12th Avenue, Subground

Present:

Carol Ranger, Corinne Eisler, David Van Seters, Graham Riches, Heather Pritchard. John Bishop, John Van Luven, Karin Schreurs, Miriam Palacios, Shefali Raja, Stephen Hall,

Regrets:

Aron Bjornson, Barbara Seed, Brian Holl, Herb Barbolet

Elected Officials: Councillors Peter Ladner & Tim Louis, and Park Board Commissioner Eva Riccius

Staff: Devorah Kahn, Jeff Brooks, Kristina Bouris, Wendy Mendes

Members of the public also present

Chair: Kathleen Gibson, Facilitator

Agenda:

Part I

- I. Introductions
- II. Review & Acceptance of Agenda
- III. Review & Acceptance of Minutes - Sep 20 meeting
- IV. Business Arising:
 - a. Welcome
 - b. Introduce Co- Chairs
 - c. Future meetings schedules
- V. Food Policy Council Structure:
 - a. Decision making protocol
 - b. Role of Chairs
 - c. Volunteers
 - d. Terms of service
- VI. Membership Committee report
- VII. Work-plan Session:
 - a. workshop date
 - b. Preliminary ideas
 - c. Priority "filter"
- VIII. Adjourn

VANCOUVER FOOD POLICY COUNCIL MINUTES - OCTOBER 12, 2004

PART I

I. Introductions

Devorah Kahn introduced Kathleen Gibson who will facilitate tonight's meeting.

II. Review & Acceptance of Agenda

Agenda accepted with suggested changes regarding order of agenda items.

III. Review & Acceptance of Minutes - Sep 20 meeting

Minutes of Sept 20 accepted as written.

IV. Business Arising:

a. Welcome

Welcome Councillors Peter Ladner & Tim Louis, and Park Board Commissioner Eva Riccius who will sit on the VFPC as liaisons to City Council and the Park Board respectively.

b. Introduce Co- Chairs

VFPC elected co-Chairs Carol Ranger and John Van Luven. A brief discussion regarding the length of their term.

DECISION: Their term will be for one year.

c. Future meetings schedules

All regularly scheduled VFPC meetings will take place on the 2nd Tuesday of the month from 6:30 - 9:30 pm in the Strathcona Room, Basement Vancouver City Hall.

V. Council Structure

a. Decision making protocol

Staff recommended that the VFPC adopt a hybrid decision-making protocol made up of elements from both of the following protocols:

1. Consensus-based: Each individual should have the opportunity to express their opinion, be listened to, and consider a group decision based on its logic and feasibility considering all relevant factors. This requires the mutual trust and respect of each team member.

AND

2. Democratic: If a consensus is not reached after respectful discussion where all those who wish to have had the opportunity to express their opinion, a vote will take place and the majority decision will prevail.

DECISION: Accepted unanimously. The Council will aim for consensus and use voting when needed to break a stalemate.

Discussion occurred to define quorum.

DECISION: Quorum is 50%, vote is 50% plus one.

a.1. (item added) There was a discussion regarding e-mail protocol.

ACTION: Staff will develop a weekly bulletin (on an as-needed basis) to send out e-mails "for information" which may come to the Council which may include announcements,

websites, articles, invitations to events, etc. Other e-mail will be sent as "for decision" which will include specific responses needed by the VFPC.

b. Role of Chairs

Staff recommended that responding to inquiries about the Food Policy Council and the City's food policy work is best distributed in three areas:

- a) Staff: respond to inquiries regarding City of Vancouver food policies, programs, or projects. Staff will refer inquiries about Food Policy Council matters to the Food Policy Council.
- b) Food Policy Council members: respond to inquiries regarding FPC projects, programs, policies or position statements.
- c) Elected Officials: respond to questions regarding their personal or caucus position on an issue.

DECISION: These descriptions were agreed upon. The Coordinator will refer media calls to the VFPC co-chairs who may refer inquiry to other VFPC members if appropriate. Media contact will be supported by Q&A sheets and other information on the website, which needs to be developed.

c. Volunteers

Staff recommends that a representative or committee should be struck with the responsibility for coordinating VFPC volunteers. The responsibilities of this representative / committee might involve being a point of contact for potential volunteers and liaising with other VFPC committee members regarding suitability of volunteers for specific projects. It might also involve drafting information on volunteer expectations, responsibilities, protocols, etc. Although it may be premature to put volunteers to work, it may be helpful to undertake this important preparatory work in anticipation of volunteer involvement once the work plan is developed.

DECISION: Staff will keep a list of interested volunteers and inform them that it may be February until we are able to connect them with FPC opportunities.

d. Terms of Service

Terms of service were determined by asking FPC members for their preferences. All members received their requested terms. Once new members are ratified, they will determine their preferred term of service. Those who are yet to be determined will then choose between 2 or 3 years, depending on what is left. The current Terms of Service for FPC members are as follows:

3 year terms:

- John Van Luven
- Shefali Raja
- Aron Bjornson

2 year terms:

- David Van Seters
- Corinne Eisler
- Brian Holl
- Miriam Palacios
- Carol Ranger
- Barb Seed

To be determined:

- Heather Pritchard
- Karin Schruers
- Stephen Hall
- Herb Barbolet
- Graham Riches
- Stephen Hall

VI. Membership Committee report

Discussion occurred regarding the process used to recruit new FPC members.

DECISION: All agreed to accept shifting John Bishop from "Production" to "Processing". The membership committee will recruit 2 people for each vacant sector and bring a slate of recommended names to the next regular meeting. Each sector with a recommended name will also have a second or "back-up" name to allow discussion regarding proposed candidates. The recommended names or back-up names will be ratified at that time.

The committee will communicate with those that ran in the last election but were not elected to determine their interest.