

DUBUQUE COUNTY FOOD POLICY COUNCIL

REGULAR MEETING MINUTES

Monday, January 10, 2022, 4:00 p.m.

HYBRID Meeting:

In-Person: 1225 Seippel Road, Dubuque, Iowa 52001 (Dubuque County's West Campus)

Zoom: [Click here for recording](#) - passcode: 8mYjpz%M

MEETING MINUTES

Council members present: Rich Henderson, Michaela Freiburger, Paul Schultz, Kathy Hutton, Samantha Kloft, Catherine Caitlin, Sunil Malapati, Whitney Sanger, Lynn Sutton

Council members not present: Gwen Hall-Driscoll, Cindy Hilken, Octavius Evan, Andy Spaniol

Non-council members present: Candace Eudaley, Danielle Stowell, Ray Kruse (ISU Extension), Ann McDonough (county supervisor), Harley Pothoff (county supervisor), Lori Scovel (Limestone Bluffs RC&D)

Call to order: 4:04 pm

Approval of minutes:

Kathy motions to approve November minutes

Rich 2nd

Vote: Minutes approved

Public comments:

None

Agenda adjustments/additions :

- Catherine Caitlin suggests the council takes a much deeper dive into the survey results to inform the priorities and focus of the council going forward.
- Danielle and Candace will need more time to prepare a formal presentation of results and have it officially on the agenda for the next meeting.
- All council members should refer to the previous month's minutes and links to the full survey results to read them prior to the next meeting.
- Catherine also suggested that the council focus more on policy goals based on/related to the local survey results, and to spend less on individual projects during future meetings.
- Michaela suggests that the state-level feedback from focus groups will also be a good resource for informing the priorities of the council - Michaela requests that the council add approve moving forward with hosting a focus group in Dubuque to this meeting, so our county is included with the state-wide data (must be completed by February).

Discussion:

- Lynn Sutton mentioned that culturally appropriate food cannot often be grown in colder climates (Iowa), so resources for lengthening the growing season here are important

- Catherine has concerns about rushing the timing of this – can we get robust results with one meeting, and a good representation of underserved populations? How are people reached?
- Michaela shared that stipends & funding are available for participants for transportation, translation services, access to internet for the hybrid option, so Michaela is not concerned about those issues

Rich motions that “All Iowa Talks About Food Workshop” focus group is hosted in Dubuque County facilitated by Michaela.

Paul 2nds

Vote: Motion passes

Michaela & Catherine abstain

-Council Bylaws state that officers shall be elected at the first meeting of the calendar year, but this was not put onto the meeting agenda.

Sunil motions that we add this to the agenda to discuss and elect officers now.

Rich 2nd

Vote: motion passes

Paul Schultz abstained

Discussion:

-Michaela called for nominations of any officers

Catherine motions that Limestone Bluffs continue as secretary as the Local Foods Planners have already been contracted with this task in the scope of work

Sunil 2nd

Vote: motion passes

-Whitney requested the Bylaws be sent with the minutes so officer position expectations & tasks can be reviewed prior to any nominations, council members are not prepared to accept nominations without knowing what's expected of them. Danielle will send with the minutes.

Catherine motions that we elect officers in February instead of this meeting, with the current Council officers staying in place until the vote takes place.

Kathy 2nd

Vote: Motion passes

Subcommittee Updates:

-Whitney requests that the subcommittee tracking spreadsheet be shared as a reminder for which council members serve on which subcommittees. Danielle will send with the minutes.

-Strategic Plan subcommittee: met on Thursday, January 6.

-Identified priorities and created a DRAFT of the strategic plan document, which will continue to be refined at the next meeting. Danielle will send the DRAFT with the minutes.

-Next meeting: Thursday, Jan 20 at 4PM ([click here for zoom link](#))

Discussion:

-Concerns that the former strategic plan documents were created pre-pandemic and may not be fully relevant anymore, and we should not rush the process. Most feel it can be used as a starting point.

-Paul stresses that the strategic plan may impact the budget approved by Board of Health & County Supervisors, so council needs to be cognizant of that timeline if strategic planning is pushed back at all

Paul motions that Local Foods Planners will present more detailed information on survey results at the February DCFPC meeting. Based on that the strategic plan subcommittee will provide a draft plan for council review the March meeting.

Sunil: 2nd

Vote: Motion passes

-Grants subcommittee:

-Michaela mentioned that the grant funds may be separated from the budget request for a FY23 county staff in order to prioritize those funds.

-Policy subcommittee:

-Paul shared that the Imagine Dubuque plan created by the City of Dubuque identifies many Food-system related priorities, and suggests that finding partners who are also doing this work would be advantageous to DCFPC.

Council updates:

-Kathy Hutton: The Food Bank now serves Jo Daviess County

Local Food Planner Updates:

-Process question – how are DCFPC notified when their terms are up? Michaela mentioned that County representatives should have reached out to members whose terms are up.

-Danielle will include the 2020 terms document that states current January expiring terms with the minutes as an update. This is the most recent document that we have been able to find that indicates member term expirations but sounds like it may be out of date and new information needs to be clarified.

-Samantha Kloft will confirm with county staff to ensure interested parties will be reappointed by county supervisors.

Community Updates:

-Ray Kruse: Update on seed potato grant project - anyone from the community can request seed potatoes to try growing them at home. Participants will receive instructions and periodic educational email updates from ISU Extension throughout the growing season.

- 5:08 pm Catherine motions to adjourn

Lynn 2nd

Motion passes

Next meeting:

4:00pm - Monday, February 14, 2022