



FORT BRAGG
DEPARTMENT
OF
PUBLIC HEALTH
PREVENT. PROMOTE. PROTECT.

**CUMBERLAND COUNTY DEPARTMENT OF PUBLIC HEALTH
FORT BRAGG & CUMBERLAND COUNTY FOOD POLICY COUNCIL
REGULAR MEETING
MINUTES
June 1, 2022 12pm**

MEMBERS PRESENT: *Sandy Ammons, Cumberland County Co-chair
Veronica Feliciano, Community Representative
Lauren Tyler, Community Representative
Nathan Crew, Local Agriculture Representative
Shella Korch, Public Health Representative
Dr. Kenjuana McCray, Local Government Representative
Candace Scott, Child and Adult Care Representative
LTC Tathetra Joseph, Fort Bragg Co-chair
Stephanie White, Fort Bragg Schools Representative*

MEMBERS ABSENT: *Aaron Paplaczky, Agriculture Representative
Yahaira Nadermann, Secretary/Food Access Representative
Dr. Anicca Cox, Community Representative
Natasha Randall, Local Government Representative
Dr. Dana Kolbfleisch, Higher Education Representative
Sabrina Steigelman, Cumberland County Schools Representative*

STAFF PRESENT: *Hannah Darr, UNC Intern
Sheena Butler, Food Policy Council Liaison
Martina Sconiers-Talbert, Grants Manager*

Item 1. Call to Order:

Sandy Ammons welcomed everyone and called the meeting to order at 12:00 PM.

a. Roll Call

Roll call was taken by *Hannah Darr* Quorum was met (9/15).

b. Approval of Agenda

MOTION: *Dr. Kenjuana McCray* moved to approve the Food Policy Council meeting agenda.



SECOND: *Shella Korch*

VOTE: *Unanimously Approved (9-0)*

- c. Approval of Minutes: *May 4th, 2022.*

Hannah Darr motion to change *Dr. Dana Kolbfleisch* attendance status to present. Correction was made by *Hannah Darr* and minutes were reposted onto BaseCamp.

MOTION: *Candace Scott* moved to approve the Food Policy Council meeting minutes from May 4th, 2022.

SECOND: *Nathan Crew*

VOTE: *Unanimously Approved (9-0)*

Item 2. Executive Reports:

- a. Co-chairs

Sandy Ammons/LTC Joseph

- b. Secretary

Yaya Nadermann

Item 3. Action Items:

- a. *Secretary Election*

Sandy Ammons/LTC Joseph

According to the by-laws, the Food Policy Council needs a secretary. *Sandy Ammons* gave a brief description of the secretary's duties, including the minutes. The FPC will lose its three staff members per the timelines provided in January 2022. *Sandy Ammons* encourages the council members to contact her to fill the position as soon as possible.

Item 4. Informational & Discussion Items:

- a. *Recap May FPC Work Sessions*

Sandy Ammons

Sandy Ammons introduced the FPC Work Session recap. The sessions were productive and organized effectively. Resources and information about the work sessions are available in Basecamp. 10 out of the 15 council members attended, with an additional five staff and two guests.



The work sessions started with the SWOT Analysis followed by organizations such as the North Carolina Alliance for Health Priorities. Their state-level priorities are ones correlating with ours. The Cape Fear Food Security Sink Tank (regional group) is piloting school pantries and are looking to expand in the Fayetteville area. Dr. Green discussed existing food policies. She looked back at all the questions we asked from the previous meetings. She covered food policies at the federal, state, and local levels. Solid Waste Management, zoning, sales tax, sweet and beverage policies, and community kitchen were some of the topics examined. The SWOT analysis was covered and prompted the vote for the FPC priorities.

1. Expansion of WIC/EBT benefits (accepted at Farmers Markets and other healthy markets)
2. Comprehensive plans that address location of healthy food outlets and access to them (how to get people who need healthy foods to these locations)
3. Communication of food resources (finding food information in one convenient location)

FP Council members are required to partake in one committee and are allowed to join more than one. Each subcommittee will have a chair who will report to the council.

Sandy Ammons asked the council members to inform the council which Ad-hoc Committee assignment they would like to be part of.

Candace Scott added that she is the council member working with the Cape Fear Food Insecurity Sink Tank focusing on middle and high school students. *Candy Scott* informed the organization that it would benefit to include younger kids such as daycare and elementary kids. *Candy Scott* is working with David Griffin to set up mobile food pantry sites for the summer.

Sandy Ammons requested that *Candy Scott* provided an update from this committee for future FPC meetings.

Sheena Butler added that David Griffin is the Director of Second Harvest.

Sandy Ammons asked if David Griffin could join the August 2022 meeting.

b. *HCCC Community Interviews Update* *Stephanie White/Dana Kolbfleisch*

Stephanie White updates the FPC on the HCCC Community Interviews. The group discussed goals and plans for the food policy council. One of the big questions was how to get the food out into the communities.

Sheena Butler added that they wanted to add to the interviews to include the food policy members. The interviews added information about where the interviewees came from and how long it took them to get to where they are now. *Sheena Butler*



adds that the FPC is a benefiting people looking to get access to help and assistance.

great addition to the community

c. *Ad-hoc Committee Assignments*

Sandy Ammons

Sandy Ammons further explains the Ad-hoc Committees and asks the council members which committee they are interested in joining.

- a. WIC/EBT Access
 - i. *Nate Crew, Shella Korch*
- b. Transportation
 - i. *Veronica Feliciano, Kenjuana McCray*
- c. Communication & Outreach
 - i. *Sandy Ammons, LTC Joseph, Stephanie White, Candance Scott, Lauren Tyler*

Sandy Ammons states that there are missing assignments from absent members. The completed roster will be posted on Basecamp once contact has been made with absent members.

d. *Ad-hoc Committee Proceedings Explanation*

Sheena Butler/Hannah Darr

a. Chair Election Process

Hannah Darr covers the by-laws established on page 9 of the FPC By-Laws. The Council may instate an Ad-hoc Committee with the majority vote. The Ad-hoc Committee membership is open to any member who lives or works in the Fort Bragg and Cumberland County communities. Unless terminated or extended by a majority vote from the Council, Ad-hoc Committees shall dissolve one year following their instatement. Emphasizing Part A, Number 2 states that each committee shall elect a chair by a majority vote of its active membership during the first committee meeting. The committee chair shall hold their positions until the expiration of their appointed terms. One of the Co-chairs shall facilitate the chair election process. Part A, Number 3 says that the Chair shall set the agenda for each meeting and preside over the committee. The chair is responsible for setting the meeting schedule and communicate meeting details. Lastly, Part A, Number 4 further explains that a quorum must be met for an Ad-hoc Committee to vote.

Sheena Butler asks if there are any questions regarding the By-Laws.

Audio off at 25:01-26:57

b. Basecamp

Sheena Butler delivered a tour of Basecamp. The homepage of Basecamp allows you to see various aspects of the Food Policy Council, including documents, chats, and to-do lists. The Ad-hoc Committees will have their own pinned group



visible on your personal homepage (according to what committee you are part of). Anyone can be invited to Basecamp for the Ad-hoc Committees. Ensure you add

members to the Ad-hoc Committees not the FPC. The support team encourages the Ad-hoc Committees to meet up bi-weekly until the group is established.

Sheenah Butler asks if there are any questions regarding Basecamp and the Ad-hoc Committees.

Sheenah Butler further asks if anyone is having issues accessing or printing out documents from Basecamp. The offer for screen sharing and support was presented the by support team offline.

e. Ad-hoc Committee Action Plan Explanation *Sheena Butler*

Hannah Darr explains that the June Folder on Basecamp has an Action Plan Template to help jumpstart the individual committees.

Sheena Butler breaks down the Action Plan template. Each action plan has the priority inputted for each Ad-hoc Committee. The groups are responsible for planning out goals and sub-objectives. It is encouraged to provide a timeline for the expected completion of said goals. The bottom includes partners needed (internal and external) and the resources required to complete the goals.

Hannah Darr presented an example from the Southern Nevada Food Policy Council for reference on how to fill out the Action Plans.

<https://3.basecamp.com/5284827/buckets/26079073/uploads/4975823232>

Each Ad-hoc Committee will be required to bring its Action Plan to the August FPC Meeting to share with the Council.

Hannah Darr asks if there are any questions on the Action Plan and/or the expectations.

Sandy Ammons would ideally want each committee to have five members. She will reach out to the missing members.

f. Chain of Command Resource *Sheena Butler/Hannah Darr*

Hannah Darr presents on Chain of Command Resources. Hannah explains that each committee will need to identify who and what community partners will need to be involved. In the June Folder on Basecamp, a list of resources is available. (Federal, State, County Representatives)

<https://3.basecamp.com/5284827/buckets/26079073/uploads/4975886023>



g. July/August FPC
Ammons/LTC Joseph

Meetings

Sandy

Sandy Ammons comments that the by-laws state that the FPC should meet every two months. *Sandy Ammons* motions to establish the next meeting on August 3rd with future considerations for meeting times. The meetings will continue to be hosted at the FTCC Conference Room unless otherwise specified.

Veronica Feliciano adds that it would be beneficial to consider attendance trends. Likewise, moving forward with an afternoon meeting time will allow a greater availability for future council members interested.

h. Introduction of Visitors

Sandy Ammons/LTC Joseph

Sandy Ammons asked for visitors to introduce themselves.

Kia Jones: Director of Community Engagement with Sustainable Sandhills in Fayetteville. Their focus is to educate the community on how to start their own urban and community gardens. *Kia Jones* joined the meeting to learn more about the Food Policy Council. Her main goal is to improve indoor and outdoor air quality and has continued to expand as the organization grows.

Nate Crew asks for the best method to contact *Kia Jones*:
kia@sustainablesandhills.org

Stephanie White asks if the website is it accessible and up to date to share information with the community
<https://sustainablesandhills.org>.

i. Public Comment

Sandy Ammons/LTC Joseph

j. Announcements

Sandy Ammons announced that the FTCC is having a Jazz Concert June 9th from 6pm-8pm for the 50th Anniversary of the Rose Garden.

Stephanie White announced that there is a Family Conference Event on July 9th from 9am-2pm where experts on family issues (managing mental illness, elder care, financial growth, k-12th success, college prep, etc.) are invited to spread faith-based Christian education values. The admission price is \$10 (½ price for children 11-15) and at the end of the event, there will additional activities.



Veronica Feliciano asks
Fire to Share.



to please put the events on Camp

Hannah Darr shared that Basecamp has a new editable file named *Important Links* that shares resources available for the FPC. Likewise, there are two FPC positions available that need to be filled as soon as possible.

Stephanie White asked how to get the subcommittees started. *Sheena Butler* explained that the staff will help facilitate the first meeting to pull everyone together for that first time.

Sheena Butler announced the need for a press release for the Food Policy Council. The communication crew can help with this and share the website (logo), initiatives, and priorities. Ideally, the Communication Team (subcommittee) will work on facilitating this press release.

Nate Crew shared on an orchard community development near the Coliseum for the Spring of 2023. More information to come as more details become available.

ADJOURN

MOTION: *Stephanie White* moved to adjourn the meeting.

SECOND: *Candance Scott*

VOTE: *Unanimous Approved (9-0)*

The meeting was adjourned at *1:01PM*

NEXT REGULAR MEETING: *Next Meeting August 3rd, 2022, TBD*