

MINUTES
LINN COUNTY FOOD SYSTEMS COUNCIL
Thursday, September 25, 2022

The Linn County Food Systems Council meeting was called to order at 12:04 P.M. in conference room 234 A/B at the Harris Linn County Public Health Building, 1020 6th St SE, Cedar Rapids, Iowa.

PRESENT: Emmaly Renshaw, Feed Iowa First

Amy Hockett, LCPH
Sandy Rosenberger, ISU Extension
Emily Qual, Restaurant Manager
Jacquie Montoya, LCPH
Laura Seyfer, Cedar Rapids Metro Economic Alliance
Kim Guardado, HACAP

ABSENT: August Stolba, Prairiewood Franciscan Spirituality Center
Stephanie Schrader, City of CR Community Services Coordinator
Melissa Wahl, Horizons
Sarah Blais, NewBo City Market
Laura Krouse, Abbe Hills Farm

OTHERS Ilsa Dewald

PRESENT: Tamara Marcus, LC BOS Sustainability Manager

STAFF: Mike Tertinger, Senior Planner
Cathy Coppess, Recording Secretary
Amy Speed, Recording Secretary

Approval of Minutes

Motion by Rosenberger and second by Seyfer to approve the August 25, 2022 LCFSC minutes after the correction of Rosenberger and Renshaw contacting the immigrant outreach. All members present voting yes to approve with changes.

FARE Grant Discussion Program Coordinator Request for Services:

Program coordinator (PC) request for services: from Sarah Blais. Wanted in place by 10-1. Closed on 9-16. No other applicants should be coming in. Open for discussion: concerns, Rosenberger wants to know if anyone has concerns. Renshaw asked if there a conflict of

interest statement in place. Dewald stated Johnson County just went over this and she wrote it down but wasn't necessarily anything official. She will share with group.

Group reviewed Blais' cover letter & resume. Renshaw asked when will the PC attend meetings? Downsides: conflict of interest, neg space with having someone on the council serve, Guardado asked if will muddy the water if something needs to be discussed? (1 year contract with review with option to renew). Committee approves hours and payroll. PC is not a county employee but will sign a contract- gets paid monthly. BOS will not be involved. Need to draft an offer letter with contract terms and hourly rate. Committee will set hourly rate. Discussion on the specifics of the PC job duties vs council member. Guardado motion to support Sarah Blais as Program Coordinator, Rosenberger seconds. All attending voting yes.

Outline parameters for what position will look like. Start date 11/15/22. Renshaw motion to vote on start date Seyfer motion to approve, Qual second. Hourly rate: \$36 for 250 hours approx., motion from Guardado to pay \$36 per hour, Hockett seconds. All attending voting yes.

Discussion on PC membership on council: sole focus on FARE program- she can step off of council completely or relieve herself of being a voting member. Or a paid staff person at mtgs. Or does she come for some of the meetings and not necessarily silence her. Recommendation – come in as a staff person, non-voting council member and still get paid. Group decides to email Blais to set up a meeting with her to have a conversation about it. Email comes from Tertinger. Renshaw and Tertinger will have a conversation with her prior to next mtg. Consensus PC is on council as a voting member except anything about FARE Grant status & application.

Subcommittee Updates:

Food grants and applications; Qual and Montoya working on it. Waiting for information back. Questions are in but Montoya entered in the questions. Will do some formatting and shortening up some things. Multiple testing to occur. Good grants software purchased to run the program.

Scoring Matrix:

Scoring Matrix: EQ put into good grants- testing phase

Grant Management Software:

Grant Management Software- using Good Grants

Timeline:

Timeline Review- outreach & marketing 11/15/22

Application release- 12/5/22

Program Coordinator leads meeting for grant briefing on 12/15/22 (week of)

App deadline- 1/15/23

Council mtg 1/26/23- whole afternoon for presentations
Feb/march review and 3/15/23 announce the grants, checks start processing 3/30/23
9/30/23- recipients submit preliminary update
3/30/24- funded projects must submit final documentation

FSC Recruitment:

No new names

Adjournment - The meeting adjourned at 1:31 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Amy Speed", written over a horizontal line.

Amy Speed, Recording Secretary

Approved,

A handwritten signature in cursive script, appearing to read "Emmaly Renshaw", written over a horizontal line.

Emmaly Renshaw, Vice-Chair