

NE Iowa Food & Fitness Initiative

The Regional Leadership Team of the NE IA Food & Fitness Initiative met on January 28, 2009 at 11 am at the Decorah City Hall. Roll call:

	Allamakee		Clayton		Fayette		Howard		Winneshiek
X	Lana Snitker	X	Halesia Johnson	X	Scot Michelson	X	Rob Hughes		Eric Nordschow
	Danielle Bucknell	X	Tim Englehardt		Sue Burrack	X	Elaine Govern	X	Karen Foster
X	Mary Koopman	X	Brian Rodenberg	X	Joe Organist		Ronda Hughes	X	Rick Edwards
	Vacant	X	Carole Glawe	X	Vicki Rowland		Larry McGee	X	Lindsay Erdman
	Vacant		Brandon Friedlein		Trent Moeller		Karn Anderson		Liz Dovenberg
	Vacant		Kim Nelson		Luke Dement		Carmen Dohlman		Hannah Ranum
									Gabe Smith
	Diversity Reps		Adm Team						
x	Leah Brown	X	Brenda Ranum						
		X	Ann Mansfield						

Others: Carolyn Corbin, Lynette Anderson, Teresa Wiemerslage, Erin Ludwig, Cindy Baumgartner, Judy Isaacson, Sara Noack, Lori Egan, Nancy Yelden, Deneb Woods.

Welcome and Introductions: – **“Please state your name and what is going well and not going well.”**

Some of the comments:

Working well:

- Regional Team works well
- Seen great off shoots from our work
- Great to see people with shared vision and people across the region talking
- Great leadership
- Great involvement of youth

Working not so well:

- Decreasing attendance at county meetings
- Starting to lose momentum
- 2 year planning takes a long time
- Too much talk, not enough action
- Need more time and money
- The economy is not helping

Scot presented a change to the December minutes. Under the Human & Financial Resource Budget report, Scot moved to transfer \$4000 from Line 15 to Line 2. The motion currently reads that the convener requested \$4000 for travel. The motion should have stated the convener requested \$4000 for County and Regional Team expenses. Rob Hughes moved to approve the change in language. Halesia Johnson seconded. Motion carried unanimously.

Carole Glawe moved to approve the amended minutes. Tim Englehardt seconded the motion. Motion carried unanimously.

The conveners reviewed the timeline for the County and Regional Planning Team meetings for February through July 2009.

County Planning Teams

- January -- View and discuss webcast – “Rising Energy and Food Prices”
- February -- Group Discussion – Review Final Strategies and Tactics for NE Iowa FFI Community Action Plan (CAP), share Request for Activities (RFA) proposal; brainstorm and discuss potential activities for CAP; develop county work groups around potential proposals for activities. RFP due April 1, 2009
- March -- Group Discussion – Review Final Strategies and Tactics for NE Iowa FFI Community Action Plan (RAP), share Request for Activities proposal; continue to brainstorm and discuss potential activities; continue developing county work groups around potential proposals for activities. RFA due April 1, 2009
- April--Potentially planning community gardens and linking to efforts of the FFI regional workgroups.
- May--Potentially planning community gardens and linking to efforts of the FFI regional workgroups.
- June--Potentially planning community gardens and giving input on the CAP to be submitted to the WKKF.
- July--Review CAP, share work group reports, and plan next steps.

Regional Team

- January
 - Finalize Strategies and Tactics for NE Iowa FFI Community Action Plan
 - Review *draft* Request For Activities (RFA) proposal for County & Work Group Activities in Community Action Plan (due to RT by April 1, 2009)
- February
 - Work Groups discuss RFA proposal; brainstorm and discuss potential activities for CAP; RFA proposals due April 1, 2009
 - Begin to explore Co. and Regional Team Structure for Community Action Plan Phase
- March
 - Work Groups continue to discuss RFA proposals; continue to brainstorm and discuss potential activities; RFA proposals due April 1, 2009
 - Continue to explore Co. and Regional Team Structure for Community Action Plan Phase
- April
 - Work Groups review, discuss and begin score submitted RFA Proposals; submit scored and ranked work group RFA's to the VDM work group;
 - Continue to explore Co. and Regional Team Structure for Community Action Plan Phase
- May 09
 - Scored and ranked RFA proposals are presented to the Regional Team for review
 - Continue to explore Co. and Regional Team Structure for Community Action Plan Phase
- June 09
 - Discuss and Vote on ranked Request For Activities RFA proposals to be included in CAP
 - Regional Team will discuss and vote on Structure for Community Action Plan Phase
- July – August 09
 - Review, finalize and submit the CAP to the WKKF

The conveners reviewed the Request for Activities (RFA) to be released to the County Planning Teams in February. The Regional Team members broke into small groups to discuss the timeline and RFA. Here are the questions posed and answers given at this time.

- **How much money for the entire RFA?**
 - WKKF has not given us a dollar amount at this time due to the fluctuating stock market. We anticipate an exact number in April or May. The VDM is discussing taking out funding for organizational support before the RFA number is identified.
- **When will the RFA be posted to the public?**
 - Feb 1. County Planning teams will learn about the RFA process at the Feb meeting. The RFA will be available at www.iowafoodandfitness.org or from the Extension or Economic Development offices in each county.
- **What is the definition of infrastructure?**
 - Need to take to WKKF for clarification.
 - i.e. Playground equipment
 - Trail segments to schools
 - Kiosks on trails or play areas
 - Covered shelter for farmers market
- **Is there an amount limited for equipment?**
 - Need to take to WKKF for clarification.
- **Is the funding for just planning or physical things?**
 - WKKF is about policy and system change. Their emphasis is on planning and building relationships to create policy and system change.
 - The language in the RFA comes across very strong on planning.
- **Are the Tactics sequenced similar in each strategy?**
 - Not all the strategies/groups are in the same place with regard to readiness for implementation.
 - There is concern with the wording in Strat B. Tactic 2 in regard to processing, dist and transportation infrastructure.
- **Will specific strategies be weighed differently?**
 - No. All RFAs will be judged by the same criteria. An RFA will score higher if it includes more Essential Elements.
- **How do ideas from the counties participate in the RFA process?**
 - County groups are encouraged to apply. Informal groups will need some kind of institutional support to be funded (non-profit, educational or governmental agency). They need to make those relationships.
- **Can government entities apply?**
 - Check the language to clarify with WKKF.
 - This will affect City Park and Rec, Upper Explorerland, County Conservation boards, ISU Extension, etc.
- **What will the reporting requirements be?**
 - We are still working on this piece.
- **How do we support small projects costing less than \$1000?**
 - Small projects are harder to administer. We encourage groups to collaborate to increase the impact of their project. Community Foundations are a great way to fund the smaller projects. Here are some other options.
 - Smaller projects can be embedded into the larger RFAs from other groups.

- Look for a work group to help fund the smaller projects.
- Regionalize your project. For example, ask for \$1000 for mini-grants for producers or mini-grants to youth groups to use as projects.
- **How will support structures be handled? (Communications, Co-Conveners.)**
 - These discussions will take place with Regional Team and VDM WG.
 - Form will fit function.
- **Where do we expect the RFAs to come from?**
 - Look around the table. Look to your friends and neighbors. Look to your communities.
- **How do we assist groups to find leveraged funds?**
 - Do we need a tactic to assist communities to complete their projects? Is that part of the learning community or does it need to be specifically addressed?

QUOTE OF THE DAY: “Don’t let the FFI stop or slow down what you are doing. Keep doing what you are doing. FFI is only one tool to help you.”

Mary Koopman moved to approve the RFA with the recommendation that the VDM team address the following 3 issues: Rephrase the infrastructure tactic under the food strategy, check with WKKF on the use of funds for infrastructure and equipment and check with WKKF on whether government agencies are eligible to apply. Carole Glawe seconded the motion. Motion carried unanimously.

Scot gave a report from the H&FR WG. He presented the current year budget update and the extension year budget. Tim Englehardt moved to approve the extension year budget as submitted. Brian Rodenberg seconded. Discussion: Leah will sign a new contract with the new fiscal agent. There are enough funds to carryover for her position. Other regular budget funds will also carryover to the extension period. Motion carried unanimously.

Scot reminded everyone that they need to have their January bills submitted to RCD by Feb 6 per the memo below.

- You must submit invoices/bills for all expenses incurred or services rendered through January 31, 2009 to the NE IA RC&D, Inc., by next Friday, February 6, 2009.
- You must determine an accurate estimate of the expenses you will incur from February 1, 2009 thru February 28, 2009. Please figure your estimate as **accurately** as possible.
- You must submit all invoices/bills and proof of expenditures incurred during the month of February to the NE IA RC&D, Inc. office no later than March 9, 2009.
- Expenditures for March 2009 will not be submitted to the NE IA RC&D, Inc. Any work completed or bills incurred in March 2009 will be processed by the new administrator. The new administrator is in the process of being selected by the Northeast Iowa Food & Fitness Initiative Regional Team.

Cindy Baumgartner gave an update on the Healthy Kids Act that will be affecting all Iowa schools next year. A committee had prepared recommendations and forwarded the law to the Department of Education. The DOE is recommending the following changes. An Open Comment period is ending soon. Cindy will forward more information.

- Changed definition of school day: narrowed to school day vs. 1 hour before and after.
- Did not want any flavored water or drinks during the school day. DOE wants to allow sports drinks less than 12 oz.

- DOE excluded panel's definition of fundraising. Without these definitions, it creates a loophole for unhealthy foods into the school day. i.e. this vending machine is for band, this ala carte is for sports, etc.

Meeting adjourned at 2 pm.

Recorded by Teresa Wiemerslage.