



Meeting Minutes

Work Group: Public Private Work Group

Date: 2/4/10

Time: 5:00pm – 6:30pm

Location: Food First Offices

398 – 60th St.

Oakland, CA 94609

Attendance

Alethea Harper, Jenny Huston, Daniel Kramer, Robin Plutchok

General Discussion

- We agreed to change the order of the meeting to put “focus for the year” at the end, since it will take the longest

Agenda Item 1: Approval of 1/7/10 meeting minutes

- **Discussion:** Approval of Meeting Minutes for 1/7/10
- **Action:** Approved

Agenda Item 2: Procurement Forum

- **Discussion:**
 - Meeting with Produce Suppliers
 - Meeting with Produce Institutional Purchasing Agents
 - It was suggested that we also hold meetings for the following food categories, *after* the Produce meeting
 - Meat and Poultry
 - Cost will be the biggest challenge with this category
 - Dairy
 - Baked Goods
 - Quality, affordable products
 - Groceries/Dry Goods
 - This is the most challenging product category due to the diversity of products within the category
 - Also hold a meeting with big institutional buyers

- Kaiser – ask Dr. Preston Maring
 - Kaiser is not self op...
 - Can he put us in contact with the right person for purchasing?
 - Zero Waste Forum, to be held congruently with the Procurement Forum
 - Talk to all vendors first, before purveyors
 - Put together a questionnaire to circulate to each group before we meet with them, including questions that include options to choose from (i.e. would A, B, or C make it easier for you to purchase local products?)
- **Action:** Work group will compile a list of Organizations to be contacted for a forum/meeting to discuss organizational needs to purchase local and sustainable products. Start with Produce Vendors.
 - Compost and Recycling Opportunities
 - What do institutions need to start composting and recycling?
 - Issues of service
 - #10 cans
 - List of Produce Purveyors and contact names for Procurement Forum
 - Each work group member bring a list to next meeting, 3/4/10
 - List of Institutional Buyers and contact names for Procurement Forum
 - Each work group member bring a list to next meeting, 3/4/10
- **Action:** Alethea will put together a google doc where we can make our lists of who to invite (suppliers and end users) and create our questionnaires (for suppliers and end users). We should have these filled out by our next meeting so we can present our plans in the March OFPC meeting.

Agenda Item 2: Other Business, Reports, and Announcements

- **Discussion:**
 - Idea of having a workshop on Fresh Food Financing is in a holding pattern till we find out whether the CDC grant came in (so we'll know if this is getting off the ground, or if we need to help find another funding source)
 - No one here was able to attend the OUSD/CAFF Farm to Cafeteria Meeting on 1/28/10
 - Chris Waters attended the meeting
- **Action:** We will ask Jennifer LeBarre how the Farm to Cafeteria meeting went.

Agenda Item 3: Focus for the year

- **Discussion:**
 - Went over the three categories of the Whole Measures tool
 - Went over understanding of the categories of measures
- **Action:** Each member will complete the tool before the March meeting, and email it to Alethea

Minutes submitted by Jenny Huston.