



- Action:
 - Do not e-mail draft letters to every Council member; just the few that could offer a critical eye, and possibly a personal note with the letter if they have a contact there
 - People outside the group that should sign it should have influence within the city of Oakland, and their position should have relevance to the letter that is being signed
 - Trina can help get signatures of influential people in the Mayor's office. Jennifer LeBarre can help get the new school superintendant to sign.
 - Ask for Letters of Support from the City, ACPHD, PHLP, and OUSD. For federal grants and the HIA, include Loni Hancock, Barbara Lee, Barbara Boxer (Trina can help with this). For the Youth program, include groups like EBAYC.
- 1d: Comments on LOI template
 - Discussion: Integrated into other agenda items

Agenda Item 2: Fund Raising Guidelines

- 2a: Types of grants to use
 - Discussion:
 - Does the OFPC allow money to be donated from corporations?
 - What about large grocery store support, i.e. Safeway?
 - USDA?
 - Action:
 - Avoid corporate entities whose interests do not align, i.e.: Do not use Wal-Mart or Monsanto, but Clorox could be a possibility
 - Alethea will need assistance if submitting a USDA application, as it is very involved
 - Continue discussing possible corporate donors as needed
- 2b: Private donations
 - Start with event at Pizzaiolo
 - Think about a springtime event and a year-end fund drive
 - Organize tours of food businesses as benefits for OFPC (Blue Bottle, Hodo Soy, Linden St Brewery, J.C. Cellars, Numi Tea, other Food Trail businesses)

Agenda Item 3: Financing

- 3a: How to support financial proposals from other work groups
 - Discussion:
 - Fundraising and Finance will help create budgets for the work groups as long as the project is in line with the goals of the OFPC
 - Action:

The OFPC is incubated by:



- Trina has contacts in the Mayor's office to help digest finance data. Diane has epidemiologists to help with any health impact data.
- 3b: What about additional resources or expertise needed
 - Discussion:
 - After we determine our direction and priorities, it makes sense to bring people in for specific topics/tasks for a short period of time
 - Action:
 - See above contacts

Agenda Item 4: Structure and operation of the work group

- 4a: Discuss possible expansion of work group membership to include community
 - Action: Bring in consultants as needed
- 4b: Select a Chair
 - Action:
 - Suzan volunteered and is chair
 - Rotate responsibility for being Chair on an annual basis
- 4c: Set regular meeting days and times
 - Action:
 - Next meeting will be Thursday February 11th, 5:00 – 6:30 pm
 - Regular meetings will be 2nd Thursdays of each month from 5:00 – 6:30 pm at 3600 Telegraph

Minutes submitted by Jamie Nash.