Meeting Minutes
Inter-agency Food & Nutrition Policy Advisory Council

DATE: October 29th, 2013
TIME: 3:00 PM
LOCATION: Room 401 Conference Room, Rhode Island Department of Health

COUNCIL MEMBERS: Janet Coit, Director, Department of Environmental Management (DEM); Michael Fine, MD, Director, Department of Health (HEALTH); Richard Licht, Director, Department of Administration (DOA)

ATTENDEES: Lieutenant Governor Elizabeth Roberts; Maria Tocco, Office of the Lieutenant Governor; Catherine Taylor, Division of Elderly Affairs; Michael Dahlquist, Department of Transportation; John Rogers, Food Service Director, Department of Corrections; Ben Copple, HEALTH; Ellen Cynar, City of Providence; Krystal Noiseux, RI Resource Recovery/RI Food Policy Council; Ken Ayars, DEM; Kevin Shea, Providence College; Michael Walker, Economic Development Corporation; Kathryn Roy, Department of Behavioral Healthcare, Development Disabilities and Hospitals; John Scott, Department of Children, Youth and Families; Allison Rogers, DOA; Chris Ausura, DOH; David Heckman, HEALTH; Cheryl Asquino, DOA; Nancy McIntyre, DOA; Daniel Majcher, DOA; Ann Barone, HEALTH; Ashley Biller, HEALTH; Sheila Brush, Grow Smart RI; Virginia Payne, HEALTH

1. Approval of May 10, 2013 meeting minutes

• Dr. Fine, Council chair, called the meeting to order at 3:10 PM.
• The meeting minutes for May 10, 2013 were unanimously approved.

2. Public comments received

Dr. Fine called for public comments. No public comments were received.

3. Draft findings and recommendations

Draft finding and recommendation 3:
a. Breastfeeding in State Offices

• Dr. Fine called on Ashley Biller, State Breastfeeding Coordinator, RI HEALTH to present background information regarding breastfeeding in state offices. Ashley Biller's presentation will be uploaded to the Inter-agency Food and Nutrition Policy Advisory Council section of the Secretary of State's website and/or is available upon request.

• Dr. Fine introduced finding 3:

Draft Finding 3: Research has found that breastfeeding has a profound impact on health, cognitive development, and the economy. The American Academy of Pediatrics released a statement that breastfeeding is the normative standard for infant feeding and nutrition, and that infants should be breastfed exclusively for the first 6 months of life; a recommendation that, if followed, would save the United States approximately 12 billion dollars a year. Mothers are the fastest growing segment of the United States Labor force, and approximately 70% of employed mothers work full time, frequently returning to work within 3-6 months postpartum. To support Rhode Island mothers re-entering the workforce after childbirth it is imperative that returning employees have access to a safe, clean space, other than a bathroom, to express breast milk in accordance with Section 23-13.2-1 of the Rhode Island General Laws.

• Dr. Fine then introduced recommendation 3:

Draft Recommendation 3: Vote to approve or amend the *Breastfeeding in State Agencies Strategic Plan*. The *Breastfeeding in State Agencies Strategic Plan* will be uploaded to the Inter-agency Food and Nutrition Policy Advisory Council section of the Secretary of State's website and/or is available upon request.

• Dr. Fine called on Christopher Ausura, Food Systems Coordinator, RI HEALTH, to provide a brief overview of the *Breastfeeding in State Agencies Strategic Plan*

• Chris Ausura thanked Cheryl Aquisno and Ashley Biller for all of their hard work on this initiative, and explained that the process will begin with a survey of all state agencies to create a baseline assessment of the existing breastfeeding accommodations. This survey was already sent to the state Cabinet members for completion. The second component in the process was to complete a policy to ensure a consistent message across all agencies. The third component is to assess the availability and adequacy of breastfeeding rooms at the state agencies.

• Dr. Fine called for a vote on recommendation 3.

• Director Coit commented that the breastfeeding strategic plan was very well done, that the dates and goals set forth were excellent, and she then seconded the motion.

• Dr. Fine hearing no objection approved the motion.

Draft findings and recommendations 4:
a. Increase State Purchasing of Local Food
b. Develop Report on Federal Food Benefit Expenditures in RI

• Dr. Fine called on Chris Ausura to present information related to finding and recommendation 4. Chris Ausura's presentation will be uploaded to the Secretary of State's website and/or is available upon request.

• Dr. Fine called for comments and questions related to the presentation.

• Director Coit stated that the information was a good summary of the information recently shared by Michael Shuman during a presentation on September 9th, 2013 at the RI Foundation.

• Chris Ausura stated that M. Shuman used research from the University of Wisconsin, and the IMPLAN economic methodology to create his models for other states, and that those were the same sources used to develop the baseline information presented to the Council. Christopher Ausura also noted, however, that those models reflect the impact of changes to the food system in states much larger than RI, and that due to the proximity/size of RI, change should occur quicker with substantially less investment.

• Director Licht asked Chris Ausura to make the connection between buying locally and being less obese.

• Chris Ausura replied that it was more of how we approach the issue as state government. We can open breweries, distilleries, etc. and that would all be local and good for the economy. However, it would not provide the compound impact the way it would if we invest in both local and healthy options as was stated in the presentation. If we want to see the compound impact of local food we need to look at how they relate to each other. RI EDC has a great word for this "intersections". They are closely related and in simple terms it works like this: you put bad in, you get bad out. If we invest as a state only into local we will see gains, but those gains will be severely limited by the heavy burden of healthcare costs. When you ask to make a connection between obesity and local, the question is do you want moderate job growth in one sector, or do you want to address a major contributor to chronic disease, and subsequently healthcare costs, by working to not only invest in local food, but also healthy local food.

• Lt. Governor Roberts added that most local food is also fresh food, which is inherently healthier.

• Director Licht stated while the Division of Purchases plays a role in the overall monies spent, it does not regulate the nutritional quality of the food purchased. The individual agency/department purchasing agents decide the food that is sold.

• Director Coit stated that DEM had recently provided a grant to increase the amount of food purchased locally by the schools, and that statewide 11% of school food purchasing was from local sources. She continued on to state that where the food is coming from, in tandem with the selection of healthier options, should be addressed head on.

• Director Licht added that the reason that the school lunch program is successful is that the RFP requires there to be a healthy requirement, something that does not exist in the other state contracts.

• Dr. Fine added that when a Rhode Islander consumes a locally produced food, that food typically is something fresh and not industrially produced "toxic" junk.

• Mike Walker, RI EDC, asked why we are proposing a 10 fold increase in the amount of food purchased locally; according to his information, that volume of product could not be produced by the RI agriculture and seafood industries. 1% is the number that is currently being produced, but the recent agriculture report from DEM stated that they wanted a 3% increase. Therefore, Mike Walker questioned why are we calling for 10%?

• Chris Ausura directed the question to Ken Ayars, Chief of Agriculture, RI DEM.

• Ken Ayars replied that the 'goal' is an example for what we should be pursuing for 2020. He stated that to accommodate the increased need for production we need to create a vacuum/demand, and the farmers and producers will respond to fill the demand. Most of our current green industry revenues come from tree and sod productions. The market is currently dominated by real estate due to the cost of land in the state. If we invest in a marketplace for local food, more local food can be produced.

• Mike Walker referenced the fact that the RI agriculture plan calls for a 3% increase and questioned the difference between 3% and this new 10% goal. He also questioned how the new health focus worked together with the existing 3% Agriculture goal.

• Ken Ayars replied this is a plan to discuss state purchasing of local food. While the agriculture plan calls for a 3% increase statewide, the two goals are complimentary.

• Chris Ausura replied to Director Licht's original question regarding the intersection of food and health/obesity. To dovetail with what Dr. Fine said, this is an issue of equity and equitable access. We as state government have an opportunity, and in my opinion, an obligation to be a leader and an example for how other businesses should approach food. If we buy locally, and more businesses in the state buy locally, there is a more robust local food economy. This is the only way to accomplish equitable access to local food in all economic levels. To Mike's point, I have had, and I am sure Ken has had as well, numerous conversations with farmers across the state. In those conversations, farmers have said that if there were markets for the food, the food would be grown. Why buy a hot house grown tomatoes from California when we can grow hot house tomatoes in RI? We just need to create a more diversified market, and that is where the Division of Purchases can help lead the way.

• Dr. Fine called on Daniel Majcher, Legal Counsel, RI DOA, to update the Council on the progress of State Master Price Agreement (MPA) 435.

• Dan Majcher provided an update on the existing meetings and stated that there has been representation from multiple agencies, and departments, including participation from the Council staff, to look at how we are purchasing for state government in general. He updated the Council on the past history of state purchasing related to the prime food contract. The current MPA 435 was the first and previously there was a decentralized

system of purchasing for food items. The previous system required substantial management and staff resources due to the need to constantly go out to bid for items. The last RFP was intended to centralize the process by creating a 'prime food vendor' a single vendor that would meet the needs of most of the agencies. However, many agencies, primarily the Department of Corrections (DOC), continues to purchase on multiple bid systems and through 'spot buys' to achieve the best price point at all times. However, this requires a substantial amount of staff time. He stated that there is a delicate balance that the group is trying to strike when establishing standards for increased local purchasing. We do not want to decentralize the system too far because that would create a problem with managing the ordering, receiving, and accounting processes. The other consideration has been managing cost. There is a concern that if we push too hard for local too quickly the cost will be a burden on the purchasers budgets. The discussion on the table now is to create a perishable/nonperishable contract where the nonperishables are centralized, but the perishable items come from multiple vendors so the perishable items can be purchased more locally. This will likely require some sort of broker to help the purchasers identify where to find these local perishables. Additionally, we are looking to create a requirement in the RFP where the vendors would be required to maintain a list of where they were purchasing their products from and encouraging them to utilize local businesses whenever possible for products sold to the state. The first step in that process, the creation of the list, will help us determine how much of the total vendor sales from the state came from local sources. The second step will be to identify areas where we could potentially increase the amount of sales coming from local sources. The staff has been meeting every two weeks to discuss this and we are hoping to have a working RFP posted in the next month or so. Essentially we are trying to figure out how to build the necessary flexibility into the contract, while not negatively impacting the purchasers.

• Lt. Governor Roberts asked if I wanted apples, and I do not know how many I would be buying, but I can buy apples for 49 cents from upstate NY or RI apples for 59 cents per pound, would there be enough flexibility in the system to be able to do that? How do the requirements bump into best price requirements for purchasers?

• Dan Majcher stated that there is some flexibility in price for the purchasers, so they could make a business decision as to where they want to buy the apples from. However, the reality is that everyone is managing tight budgets, and that is what makes it difficult. Ideally you would have a situation where the local product was the less expensive product. It is a good question of how much preference you give a local vendor.

• Lt. Governor Roberts asked about how schools have been managing their local food focus.

• Director Coit replied that they have a requirement to buy local, but she was not clear on the specifics of that agreement, or how they balanced their budget.

• Ken Ayars answered that they have struggled with the issue of budget and costs. The lesson they have learned is that the cost is offset by students consuming more of the local

foods because they are more interested in what they're eating. This, in turn, has led to improved health outcomes in the student population. Initially there was some trepidation, but interest and momentum has helped to carry the initiative forward, and now they are seeing the rewards of the shift.

• Director Coit stated that she liked the concept of flexibility, and wondered how flexibility can be incorporated into large contracts. Recently she and others from the Council went on a tour of Roch's Fine Foods, and they were experimenting with using different streams to fulfill more local food requests. Farm Fresh RI has a great system where they reach out to the farming community and help bridge the gap between the farm and the consumer using technology. The Seafood Marketing Collaborative Report comes to mind as a great example, they have a lot of product that would be extremely affordable, but those products are not a twelve month a year prospect. As we seek to achieve this goal we should consider reaching out to the vendors to learn what they think would be the best approach, rather than prescribing the way we feel it would best be facilitated.

• Dan Majcher replied that the Director's point made a lot of sense, and that would be something we can incorporate in the RFP process. There is a real concern in this process that the purchasers will be able to get the product quantities they need from local sources, especially larger institutions like DOC, URI, RIC, etc. As Chris has said at a few meetings, it is a chicken and egg argument. Who jumps first and takes a risk? Unless you create the demand, in a large enough quantity, there is a risk that the producers will not start producing. There is a struggle to balance that and mitigate the risks involved as we move the process forward. To that point though, the workgroup is definitely being cautious about biting off more than we can chew. We all agree we want to move in this direction, but doing so cautiously is critical. The approach is to shift towards buying more, making sure we can get the quantities we need, and increase the demand slowly; while working to develop creative solutions we find in the supply chain.

• Director Coit asked how much of the purchases are done on a 'spot buy' basis.

• John Rogers, DOC, responded that the DOC has been using the 'spot buy' process for many years, and that everything they buy goes through the Central Distribution Center. There are recommendations that certain items be purchased outside the MPA 435 because they consistently get better pricing from local and non-local companies. Lately they have been buying fish from a Californian Company which brokers for a fish company in New Hampshire.

• Dan Majcher stated that DOC has delegated authority to make local purchases and 'spot buys' that other agencies may not have, or may not be aware they have. One idea is to work with Director Licht to see how much delegated authority each agency has been given to see if there is a way to provide additional flexibility.

• Dr. Fine asked if there is anything about the use of the Central Distribution Center that acts as a drag on the DOC's efforts to buy locally.

• John Rogers replied that he does not feel that there is anything about the Central Distribution Center that would deter or inhibit local purchasing efforts. The item that immediately came to mind for local purchasing was produce. John Rogers spoke with a new bidder today that was local, maybe Rehoboth MA, but after reviewing the prices he did not think the bidder would be all that successful. Most of the produce in the Central Distribution Center comes from California and Canada.

• Director Licht commented that when URI was doing their milk bid recently DOA spent a lot of time working with them to create a local friendly RFP in the hopes that a local dairy would have a chance at the contract. The local dairy was not competitive. Part of the issue is that numerous state agencies are 24/7 operations and there is not a lot of budgetary discretion. You cannot cut staff to increase the budget to increase food purchases from local sources.

• Lt. Governor Roberts stated to be fair you could just as easily serve a perfectly healthy apple that was cheap, but was not from Johnston.

• Director Licht added that these are some of the challenges, although we have some flexibility in this area.

• Director Coit stated that the subcontracting option seemed to be appealing, and that there was a definite level of understanding that we could not source everything locally.

• Dan Majcher stated that it was best to attack the problem from all sides to maximize our effectiveness. From the previous contract we realized we need to do a much better job of tracking, additionally we need to give agencies the flexibility to make those ad hoc type local purchases.

• Mike Walker asked about the timeline for the contract and how long until the Division of Purchases will go back out to bid.

• Dan Majcher replied that we have not decided that yet. The last contract was a three year contract with two one-year optional extensions. We are currently in the last year of those extensions, which goes through September 2014. We intend to do something similar, but we need to see how it goes.

• Mike Walker asked what accommodations would be made to ensure that as new competitors enter the market their prices will be considered, and how will the process prevent locking out competition. If the contract locks out competition it could potentially limit new businesses from growing to meet the increased demand and therefore keep them from being competitive. This would ultimately affect the state's ability to get the best price possible for the products.

• Director Licht stated that it is very hard to continuously modify MPA's since DOA is managing 168 of them and each contract takes an extraordinary amount of work.

However, on this issue, there is the option to draft some flexibility, at least on the local piece, so it can be periodically re-opened.

• Dr. Fine introduced draft finding and recommendation 4.a.

> **Draft Finding 4.a. -** State government spending has the potential to enhance the Rhode Island food economy due to the impact state contracts have on the food system. The system of state purchases could be modified to allow for the purchasing of local food, and a study to evaluate the effectiveness of this shift could be performed. The results of that study could be used to leverage state resources to create additional state purchasing guidelines to account for the indirect benefit of dollars spent, which should allow purchasing agents greater flexibility to buy more food locally.
>
> **Draft Recommendation 4.a. –** We recommend that the upcoming request for proposals for the state MPA 435 should include a provision established by the IFNPAC to increase the state's purchasing of healthy, locally produced food by 10% from the current baseline by 2020.

• Dr. Fine then called for comments on draft finding and recommendation 4.a.

• Director Licht stated that the Council should really have a baseline before setting a goal. He recommended inserting language that stated we want to increase the amount of local food purchased significantly. Simply to say we want this 10% across the board may not make sense. For example, maybe in some areas we want to see increases to 100%, and in other areas an increase to 3% would be ideal. He stated that he would like to know more about what is available, what the potential is, and where we should be concentrating our efforts. Otherwise it will just be a meaningless number. If we said that we should increase the amount of fish used a hundred fold, but the fisheries cannot support that, then what? He stated that we should have a lot more detail, and create a targeted approach, with meaningful targets for different products. Director Licht stated that we should amend the language to say that we want to significantly increase the purchase of local foods, get a baseline for the different product groups that are available locally, and have our team report back to us over whatever time period we determine.

• Director Coit asked Director Licht to clarify if he was asking for this recommendation to be amended or for a new recommendation to be created.

• Director Licht replied that he wanted to be in a position to set specific target for each product and/or product category which can be procured locally.

• Dr. Fine stated we can take Director Licht's first sentence and we will have staff create a specific recommendation with timelines at the next meeting.

• Director Coit replied to Dr. Fine that the problem is because we do not have the baseline information it is impractical to set a baseline.

• Dr. Fine asked whether Director Licht and Director Coit were recommending focusing efforts on obtaining a baseline.

• Director Coit stated that we can use Director Licht's first sentence, to increase significantly; second, we can add specific language referencing creating a baseline; and, finally, to Director Licht's main point, we can break down the assessment more to identify key areas to increase local food purchasing.

• Director Licht stated that we he would like to follow up with Ken Ayars' and Mike Walker's comments, and he stated that perhaps we should have a more focused effort addressing what we can get from local sources.

• Mike Walker stated that we should also remove "by 2020" from the recommendation.

• Dr. Fine called for a vote on the implied theme of the finding and recommendation, to increase/include local purchasing in the MPA 435; and that the staff makes the necessary changes to the language to be ratified by the Council at the next meeting.

• Chris Ausura read back the notes regarding the requested changes that the recommendation would be modified to reflect the wording "a significant increase", and language regarding a baseline assessment would be created.

• Lt. Governor Roberts stated that we should focus less on the baseline, and more on the specific areas that we could increase the levels of food purchased locally. What are the demands that we can use to drive supply? Focus on those areas.

• Dr. Fine summarized and stated that new language would be "we will substantially increase the amount of food purchased by state government and study the baseline." He asked the staff to bring back a draft strategy to accomplish this goal at the next meeting.

• Director Coit stated that the Lt. Governor's point was that the baseline may not be that important and that staff should spend less time on a baseline and more on identifying areas of investment.

• Dr. Fine stated the new language would be "to increase substantially and focus on specific areas of change for that substantial increase". He asked whether the changes were agreeable to the others.

• Director Coit stated that she would like to comment that she was very pleased with the way that the team was working together, and the way they are moving forward with the MPA process. She then seconded the motion.

• Dr. Fine, hearing no objections, passed the motion.

• Dr. Fine introduced draft finding and recommendation 4.b.

Draft Finding 4.b. – Federal dollars in excess of $340 million per year enters Rhode Island to be spent on food and food products. Those dollars are frequently spent on commercially produced processed food products which negatively impact the growth of the state's economy, as well as the health outcomes of the most vulnerable part of the state's population. The impact of those federal dollars has created unstable, artificially inflated markets across the state, and contributed to the growing obesity epidemic in Rhode Island. An investigation into potential solutions for the increased investment of those dollars into healthier, local sources is critical. If federal funding for these programs were to be reduced, the impact on several key areas of the state could be catastrophic.

Draft Recommendation 4.b. – We recommend that an assessment of the potential for the diversification of federal food benefit dollars should be completed by the IFNPAC to better understand the spending patterns of these programs, and to determine areas of potential investment into healthier, local products. That assessment should be used to coordinate the expenditure of federal benefits on locally produced food to create sustainable economic growth, and improve the health outcomes of the state population, as well as to increase the percentage of federal food dollars spent in Rhode Island by 8% from the current baseline by 2020.

• Director Licht stated that he had issue with the third and fifth sentences in draft finding 4.b. Both seemed to be unsubstantiated and unnecessary to make the point.

• Dr. Fine requested that the staff remove the third and fifth sentences from draft finding 4.b.

• Director Coit stated that it seemed like we were putting the cart before the horse again by asking for a percentage increase without first establishing a baseline. She also asked for the removal of the second half of the last sentence from draft recommendation 4.b.

• Dr. Fine asked that the staff remove "and to increase the percentage of federal food dollars spent in RI by 8% from the current baseline by 2020" from the last sentence of draft recommendation 4.b.

• Director Taylor, Division of Elderly Affairs, stated that she looked forward to working together on senior nutrition, and that she would like nothing more than to increase the amount of healthy local food available to seniors in the state. We would have to investigate how we make local food more affordable for these programs. Under increased strain, it is becoming more difficult to make local food affordable.

• Dr. Fine stated that Director Taylor's point was well taken and asked whether she felt that it should be made part of the recommendation.

• Director Taylor replied that she would simply like to be part of the investigation and that the assessment should look at accommodating the need for affordable products

• Director Licht replied that it was unrealistic in terms of economics and questioned the Council's ability to expand the economy with its limited resources.

• Dr. Fine restated the question to modify the language to reflect a recommendation to better understand spending patterns and barriers to local food being affordable.

• Mike Walker asked if someone could clarify whether or not SNAP had the authority to modify/change what foods are eligible.

• Chris Ausura replied eligibility was determined federally, and the state has no control over what foods SNAP approves.

•Mike Walker then stated that this is more of an education issue and therefore that we are trying to get people to spend more of their SNAP dollars locally and that an assessment does not really matter because you cannot stop people from buying processed foods. An education campaign could change behaviors, but restrictions are not an option like within the Women, Children, and Infants Program (WIC).

• Lt. Governor Roberts stated that we are talking about all federal food programs, not just SNAP.

• Director Taylor stated that Elderly Affairs works with caterers and others to provide food for benefit recipients, so their program would be a prime candidate for implementing the recommendation.

• Dr. Fine called for a vote on draft finding and recommendation 4.b. with modified language to focus the work on finding strategies to increase affordability of local food to the federal food benefit population

• Director Licht stated that he was not sure we have the ability within this Council to impact that barrier, but knowing it and highlighting it might be worthwhile.

• Dr. Fine asked if that meant he seconded the motion.

• Director Licht replied yes.

• Dr. Fine, hearing no objection, passed the motion pursuant to staff making the changes to the language of the recommendation as reflected in the minutes and to address affordability as a key component.

•Dr. Fine called on Chris Ausura to present information pertaining to Organization and Management of the IFNPAC staff

• Chris Ausura introduced organization issues and draft actions 1.a.; 1.b.; and 1.c.

Organization Issue 1.a. - The Interagency Food and Nutrition Policy Advisory Council has created a work plan which requires staff to work interdepartmentally to complete the tasks assigned. Allocation of staff hours, as well as designated roles and responsibilities are needed to ensure the completion of the work currently requested by the Council, as well as the additional needs of the Council as it evolves. *Staff Work Plan* was provided to the Council outlining the proposed staffing structure.

Draft Action 1.a. – The Council will assign staff to accomplish the work of the Council in accordance with the structure laid forth in attachment 2, and provide staff hours in accordance with the workload.

Organization Issue 1.b. - The economic impact of the Rhode Island food system on the state's economy constitutes the need to develop additional resources to support the work being performed by the Council. Identification of public and private sources of funding to support investigation, and implementation of the strategies of the Council is necessary.

Draft Action 1.b. – The IFNPAC staff will research and investigate funding sources to support the work of the Council, and apply for grants on behalf of the Council.

Organization Issue 1.c. - Due to their impact on the economy and the food system, the inclusion of the Economic Development Corporation, the Department of Education, the Department of Elderly Affairs, and the Department of Human Services in the work of the IFNPAC could enhance the work of the Council.

Draft Action 1.c. – The IFNPAC staff will work with staff from the agencies listed above to solicit participation in the Interagency Food and Nutrition Policy Advisory Council.

• Director Licht stated that he was okay with assigning a liaison person to this Council, but he was not comfortable with committing a "blank check" of resources without having a better understanding of the required commitment. This is a common problem when these councils are created; there is no allocation to provide the appropriate staff. He also referenced that the Division of Planning staff were currently working on an economic analysis with RI EDC through the RhodeMap RI process. Finally, he mentioned he liked the idea of getting more participation from other agencies.

• Director Taylor stated nutrition is the largest part of their budget.

• Director Coit asked whether it would satisfy concerns if we removed attachment 2, and amended the language to say "agencies will assign staff to complete the work of the Council'? Second, she stated that DEM will look for outside funding and grants to support sustainable food systems, and that we want staff to investigate and apply for grants. Third, she agreed with Director Licht that we want to have these other agencies at the table and therefore recommends expanding the Council.

• Dr. Fine asked whether Director Licht and Director Coit were okay with a, b, c with those changes.

• Director Coit clarified the question and stated, as long as it does not include specifics around staffing.

• Director Licht stated the notion of expanding this Council may be worthwhile. We have a time limit, a prescribed life by the Constitution of the state in holding our positions, all three of us. He suggested that perhaps the Departments' liaisons have a quick meeting to endorse the expansion legislation to send it across the street, and to request the Governor's support. He mentioned that Governor Chafee has been very supportive of these efforts.

• Dr. Fine asked whether there is a separate suggestion for the inclusion of specific agencies and organizations.

• Director Licht replied that we should look at the agencies listed here for inclusion and requested the staff's assistance with a draft legislative proposal. He also suggested the Council meet to discuss whether there are additional agencies which should be included.

• Dr. Fine, hearing no objections, asked the staff to move forward according to the strategy laid forth in the discussion.

• Dr. Fine called for a motion to adjourn the meeting.

•Directors Coit and Licht simultaneously seconded the motion.

• Dr. Fine adjourned the meeting at 4:17 PM.