



**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE (CDFA)  
CERTIFIED FARMERS' MARKET ADVISORY COMMITTEE (CFMAC)  
March 5, 2018 Meeting Minutes  
Dee Hardison Sports Center, 2400 Jefferson St., Torrance, CA 90501**

**MEMBERS PRESENT**

Joyce Chan – Chair  
Charles Barth  
David Runsten  
Diana Rodgers  
James Murez  
Karen Wetzelschott  
Kurt Floren  
Suzanne Jester

**MEMBERS ABSENT**

Devon Fryer

**INTERESTED PARTIES**

Bryan Johnson – Torrance, Culver City,  
Kaiser West LA CFM  
Delia Cioc – Riverside County  
Dinna Morris – San Diego County  
Ed Williams – Los Angeles County  
Harry Brown-Hiegel – Adams/Vermont  
CFM & Pomona Valley CFM  
Katherine Takata – Los Angeles County  
Laura Avery – Santa Monica CFM

**CDFA**

Brandi Alston  
Marcee Yount  
Maria Tenorio  
Romalyne Villar  
Steve Patton  
Thomas Osborn

**ITEM 1: ROLL CALL/INTRODUCTIONS**

The meeting was called to order at 1:04 p.m. by Ms. Joyce Chan, Chairperson. Roll was called, and a quorum was established.

**ITEM 2: APPROVAL OF NOVEMBER 9, 2017 MEETING MINUTES**

**MOTION:** Mr. Kurt Floren moved to approve the November 9, 2017 meeting minutes as submitted. Mr. David Runsten seconded the motion; the motion passed unanimously, with no abstentions.

**ITEM 3: QUORUM REQUIREMENTS**

Ms. Maria Tenorio explained that in May of 2015, the committee decided that 50% of seated members and the County Agricultural Commissioner (CAC) member must be present for a quorum to be established. The requirement to have the CAC present for a quorum to be established could potentially prevent the committee from acting on an agenda item, even if all other members are present.

Discussion ensued regarding the possibility of modifying current quorum requirements, and garnering public interest in the Committee. Ms. Tenorio explained that CDFA has been working to recruit new committee members through press releases and outreach at agricultural events and during market inspections. The Committee decided to maintain the current quorum requirements, and to continue with outreach efforts, focusing on recruiting new producer members and an Alternate CAC member to serve on the Committee.

#### **ITEM 4: CDFA REPORTS**

##### a. Fund Condition

Ms. Tenorio provided the Fund Condition Report. As of December 31, 2017, the beginning fund balance was \$1,778,921; total revenue was \$832,304; and total expenditures were \$593,298. The ending balance was \$2,017,927.

##### b. Proposed Budget

Ms. Tenorio discussed the 2018/19 Fiscal Year (FY) proposed budget. For the 2018/19 FY projections, personnel services expenses are \$616,164; operating expenses and equipment are \$962,635; total departmental is \$340,200; and revenue is \$1,459,643. The total projected program budget is \$1,898,973.

Discussion ensued regarding the Certified Farmers' Market (CFM) Program fund reserve. Mr. Steve Patton, Branch Chief of CDFA's Inspection and Compliance Branch, informed the Committee that the Department has submitted a Budget Change Proposal to the Department of Finance to obtain additional spending authority to increase expenditures and decrease the fund reserve.

**MOTION:** Mr. James Murez moved to approve the 2018/19 Fiscal Year Proposed Budget. Ms. Diana Rodgers seconded the motion; the motion passed unanimously, with no abstentions.

##### c. County Contracts

Ms. Tenorio informed the Committee that CDFA County Cooperative Agreements have been prepared and were sent to CACs for review. The total proposed funding for the Cooperative Agreements in FY 2018/19 is \$524,635. CACs can expect CDFA's Office of Grants Administration to send the official paperwork in approximately one month.

##### d. Proposed Regulations

Ms. Tenorio provided an update on the Direct Marketing proposed regulations. She explained that the rulemaking packet, which incorporates clarifying language to definitions, amendments to the administrative civil penalties, and additional clean up language is currently being routed to CDFA's Legal Office. The Department anticipates that the proposed regulations will be published by the Office of Administrative Law in the

California Regulatory Notice Register in late spring or early summer of 2018. This publication will begin the 45-day public comment period for the proposed regulations. The Committee reviewed the proposed regulations at the May 4, 2017 meeting, and the Committee's input has been incorporated into the regulation packet.

#### **ITEM 5: PUBLIC COMMENTS**

Mr. Harry Brown-Hiegel suggested that the Program modify quarterly remittance forms to allow market operators to write "all" instead of listing individual dates that producers participated in the respective market. He further asked that the Department clarify the roles of CDFA, CACs, and the California Department of Public Health inspectors, who all conduct CFM inspections; he stated the inspections seem duplicative.

Mr. Charles Barth encouraged attendees to work to raise awareness of the California Grain Campaign.

#### **ITEM 6: NEXT MEETING DATE/FUTURE AGENDA ITEMS:**

Ms. Chan asked if any of the Committee members had any last comments or questions:

Mr. Murez requested that updates on proposed regulations and database development be included as agenda items for the next meeting.

Ms. Tenorio stated that as part of the enforcement update that will be provided at the next meeting, CDFA will break down enforcement actions by violation type, number of violations per producer, and the county in which the violation occurred, as previously requested by the Committee.

It was decided that the next meeting will be held on Monday, September 17, 2018, at 10:00 a.m., in Sacramento.

**MOTION:** Mr. James Murez moved to accept the September 17, 2018 meeting date as proposed. Mr. Dave Runsten seconded the motion; the motion passed unanimously, with no abstentions.

#### **ITEM 7: ADJOURNMENT**

The meeting was adjourned at 2:19 p.m. by Ms. Chan.

Respectfully submitted by:



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Maria Tenorio, Program Supervisor  
Certified Farmers' Market Program  
Inspection and Compliance Branch  
Inspection Services