

Sweetened Beverage Tax Community Advisory Board (CAB)
Meeting Notes

MEETING SUMMARY	<p>Date: April 21, 2023</p> <p>Time: 9am – 11am</p> <p>Location: Virtual</p>
MEMBERS PRESENT:	Barbara Baquero, Barbara Rockey, Bilan Aden, Christina Wong, Dan Torres, Jen Moss, Jaimée Marsh, Kristin Sukys, Rebecca Finkel, Tanika Thompson Bird
MEMBERS ABSENT:	Munira Mohamed
GUESTS:	Office of Sustainability & Environment: Bridget Igoe City Budget Office: Greg Shiring Human Services Department: Seán Walsh

DECISIONS MADE	<ol style="list-style-type: none"> The CAB decided it would NOT attempt to organize and host community meetings about the SBT revenue situation in May/June (due to timeline constraints and being sensitive to causing premature stress about budget reductions, when none have been proposed by the City yet). The CAB agreed to a working framework for its 2024 budget recommendations (see notes for details).
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Meeting Materials:

- [Slide deck](#)

Welcome and Introductions

T. Thompson Bird, CAB Co-Chair, opened the meeting.

CAB members and City staff introduced themselves and responded to a check-in question.

There was no public comment.

T. Thompson Bird reviewed an overview of the CAB’s typical annual workplan (**slide 2**), focusing on how the CAB’s work intersects with the City budget process. Key takeaways:

- CAB will transmit budget recommendations to the Mayor and City Budget Office in June, aiming to inform the Mayor’s Proposed Budget.
- In October, after the Mayor presents the Proposed Budget to City Council, the CAB will review and analyze the Proposed Budget and develop a response and recommendations directed at City Council.

SBT Revenue Update

G. Shiring (City Budget Office) presented the April revenue forecast for the SBT. The City updates the revenue projects every April, August, and November. [Click here](#) for the full economic and revenue forecast presentation publicly released on April 10; see page 19 for details on the SBT.

Key takeaways:

- SBT forecast is up \$1.1 million--\$540k in 2023; \$547k in 2024.
- This is a point-in-time forecast and the revenue picture may change.
- If the current revenue projection were to remain accurate and no other revenue sources are utilized to supplement SBT revenues, expenditure reductions of 5-8% are still needed to keep the fund balanced in 2025.

Updates

CAB Updates

- C. Wong shared key updates from the WA legislative session related to food security, including the passage of:
 - [HB 1784 Concerning Hunger Relief](#), which provides funding to food banks, senior meals, and invests in the fruit and vegetables incentive, to replace federal pandemic food benefits that have ended.
 - [HB 1559 Establishing the student basic needs at public postsecondary institutions act](#).
- C. Wong also shared some federal legislation she is tracking related to food insecurity in postsecondary students including:
 - [H.R.309 - Opportunity To Address College Hunger Act](#), to make permanent work-study eligibility changes made during COVID
 - [H.R.1919 - EATS Act of 2021](#), to repeal the student work requirement.

City Updates

See slide deck for details. B. Igoe provided updates on:

- Dept efforts to compile program information for the 2022 Annual Report (**slide 4**)
- Food Equity Fund (**slides 5-6**)
- Fresh Bucks (**slide 7**)
- Farm to Preschool (**slide 8**)
- Food Action Plan (**slide 9**)

February Retreat Follow-up

J. Moss, CAB-chair, reviewed key topics and takeaways from the CAB's February retreat (**slides 10-17**), followed by some potential action items (**slide 18**) for CAB consideration:

1. Revise foundational documents, as discussed
2. Adjust budget principles and prepare to develop budget recommendations focused on addressing SBT budget shortfall
3. Host several virtual townhalls with community organizations to:
 - Showcase SBT in action
 - Solicit input on budget principles and budget recommendations
 - Inform organizations about the budget situation
4. Publish CAB communications
 - 2024 Budget Recommendations
 - Letters to City officials on budget situation
 - Action Alerts to community organizations
 - 2022 Annual Report

****Decision Point****

The CAB discussed the idea to host several virtual townhalls/community meetings designed to inform community-based organizations about the SBT revenue situation and obtain feedback on the CAB's forthcoming budget recommendations. Given the short timeline for engagement and sensitives around causing premature stress in community about budget reductions when none have been proposed yet, the CAB decided NOT to try and host community meetings in May. However, the CAB wants to do some lookahead planning to prepare for future community engagement.

Budget Recommendations

T. Thompson Bird transitioned the CAB to a discussion about its 2024 budget recommendations, building off discussions started at the February CAB retreat.

****Decision Point****

After a jamboard activity and discussion, the CAB agreed it would use the following working framework for its 2024 budget recommendations:

1. **Topline recommendation: Make no cuts; backfill SBT Fund with other funding sources.**
 - a) Describe essential programs/services
 - b) Describe negative impacts of reductions, especially on priority communities
 - c) Make the case for finding other funding sources.
2. **Secondary recommendation:** If after exploring all other options reductions are needed, recommend the City use the CAB's budget principles to guide decisions about reductions.

The CAB then started a discussion focused on the budget principles it would recommend the City use in decisions around reductions. It reviewed its [current budget principles](#) and discussed how to adjust these so they are most useful in the context of making budget cuts. Some additional considerations raised during discussions:

- Prioritize maintaining direct services/benefits.
- Prioritize expenditures/programs/services that get closest to addressing root causes of disparities in food access and early learning disparities.
- Remove the Balance prevention and intervention principle.
- Addresses unique need (“if not for SBT, this program/service would not exist”)
- Consider where there is another funding source that could support this program/service.

Next steps:

- The Executive Committee will review notes from today’s discussion to prepare for the May meeting, when the CAB will decide on key features of its 2024 budget recommendations.

The CAB adjourned at 11:10 AM. It did not have time to discuss the last agenda regarding revisions to the CAB’s bylaws and values.

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