

**MINUTES**  
**LINN COUNTY FOOD SYSTEMS COUNCIL**  
**Thursday, January 26, 2023**

The Linn County Food Systems Council meeting was called to order at 12:05 pm in conference room 234A/B at the Harris Linn County Public Health Building, 1020 6<sup>th</sup> St SE, Cedar Rapids, Iowa.

**PRESENT:** Laura Seyfer, Cedar Rapids Metro Economic Alliance  
August Stolba, Prairiewood Franciscan Spirituality Center  
Yaholi Machado, NewBo City Market-via Zoom  
Emmaly Renshaw, Feed Iowa First  
Jacqueline Montoya, LCPH  
Laura Krouse, Abbe Hills Farm  
Sara-Anne Severson, ISU Extension  
Emily Qual, Restaurant Manager  
Stephanie Schrader, City of Cedar Rapids Community Services Coordinator

**ABSENT:** Amy Hockett, LCPH  
Melissa Wahl, Horizons  
Kim Guardado, HACAP

**OTHERS**

**PRESENT:** Sarah Blais

**STAFF:** Mike Tertinger, Senior Planner  
Amy Speed, Recording Secretary

**Approval of Minutes:**

Motion by Seyfer, seconded by Renshaw to approve the December 1, 2022, LCFSC minutes. All members present voting yes.

**Election of Officers:**

Schrader nominated Stolba for Chair. Seconded by Montoya. All voting yes.

Stolba nominated Renshaw for Vice Chair. Seconded by Krouse. All voting yes.

Stolba nominated Guardado for Secretary. Seconded by Seyfer. All voting yes.

**Set 2023 FSC Meeting Dates/Times:**

Motion by Stolba to keep the current dates and times for monthly meetings being the 4<sup>th</sup> Thursday of the month from noon-1:30 pm with no December meeting. Seconded by Qual. All voting yes.

**Budget:**

No expenses. Current budget has a balance of \$7000.

No invoice for translation services. Next time will have that done.

**Workplace CSA Program/Local Foods Symposium (Sydney Evans): cancelled**

**FARE Grant Program Discussion:**

Stolba reiterated to make sure scorers are providing feedback in the comment section and ranking them from highest to lowest impact. Also stating to make a comment about what they think the funding should be based on their professional opinion. There are 5 people reviewing each grant (11 scorers for 33 applications).

A. *Sign Recusal Form*

Those who were present all signed and turned in.

B. *Scoring Review (Navigating in Good Grants)*

Stolba demonstrated on how to navigate through the Good Grant system when reviewing.

C. *Rubric Review*

Stolba demonstrated how to read the matrix and use it with the application.

D. *Score Example Grant*

Stolba demonstrated an example grant and how to score.

At the next meeting, the group collectively decided to have each application have a sheet with cumulative score, comments, bar chart, etc. utilizing short, multiple comments. Group decided to leave the scoring matrix blank if it doesn't apply to the application and Good Grants won't score it. Renshaw will pdf the applications so everyone can have access.

E. *Timeline Review*

Application scoring due date- February, 19 by 5pm.

Meeting- February 21, from 1-3 pm.

Funding- Decision by February 27.

Signed contracts by March 9.

Funds paid out on March 15.

F. *Approve Remaining Grant Documents (Discuss translation services for next time)*

1. Applicant Contract- Motion by Krouse, Seconded by Qual. All voting yes.
2. Award Letter- Motion by Renshaw, Seconded by Schrader. All voting yes.
3. Final Report- Motion by Seyfer, Seconded by Montoya. All voting yes.

Open Discussion:

Adjournment - The meeting adjourned at 1:32 PM.

Respectfully submitted,

Approved,



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Amy Speed, Recording Secretary



---

August Stolba, Chair

Addendum to January 26, 2023, Food Systems Council Meeting:

Good afternoon Food Systems Council,

We have a committee member who cannot review due to current circumstances. I reached out to CRBT and an employee is interested in filling the open reviewer position for this first cycle. This will not add more to our plate and it will be good to have someone with a financial background in the conversation.

Because this is a community member and not a council member, there will need to be a vote to approve him as a reviewer.

Proposed Motion: To approve community member Andrew Messerschmidt as a FARE grant reviewer.

We will need a motion and a second.

Reply all with any questions.

Thanks!

Emmaly Renshaw

Motion was made by Jacquie Montoya and seconded by August Stolba. The following members all voted yes to having Andrew Messerschmidt from Cedar Rapids Bank & Trust review the FARE Grant applications:

Renshaw  
Seyfer  
Sandberg  
Guardado  
Qual



Amy Speed, Recording Secretary



August Stolba, Chair

## Speed, Amy

---

**From:** Emmaly Renshaw <Emmaly@feediowa1st.com>  
**Sent:** Friday, February 3, 2023 4:06 PM  
**To:** Speed, Amy  
**Subject:** [External] Fw: FSC Email Vote Needed Tonight for New Reviewer!

Amy, here is the motion to approve. I think we forgot to add you until further down the conversation. My apologies.



**Feed Iowa**  
FIRST

**Emmaly Renshaw** (She/Her)  
Executive Director | Feed Iowa First  
319.431.0103 | [www.feediowafirst.com](http://www.feediowafirst.com)  
ELA Program | [www.equitablelandaccess.com](http://www.equitablelandaccess.com)

---

**From:** Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov>  
**Sent:** Tuesday, January 31, 2023 3:33 PM  
**To:** Emmaly Renshaw <Emmaly@feediowa1st.com>; August Stolba <auguststolba@gmail.com>; S.Schrader@cedar-rapids.org <S.Schrader@cedar-rapids.org>; 'kguardado@hacap.org' <kguardado@hacap.org>; Emily Qual <emqual@gmail.com>; mwahl@horizonsfamily.org <mwahl@horizonsfamily.org>; lseyfer@cedarrapids.org <lseyfer@cedarrapids.org>; Yaholi Machado <yaholi@newbocitymarket.com>; Sandberg, Hailee J [CO PD] <hailees@iastate.edu>; Laura Krouse <laura@abbehills.com>; Sarah Blais <sarah@newbocitymarket.com>; Tertinger, Mike <Mike.Tertinger@linncountyiowa.gov>  
**Subject:** RE: FSC Email Vote Needed Tonight for New Reviewer!

I make a motion to accept.

**From:** Emmaly Renshaw <Emmaly@feediowa1st.com>

**Sent:** Tuesday, January 31, 2023 3:32 PM

**To:** August Stolba <auguststolba@gmail.com>; S.Schrader@cedar-rapids.org; 'kguardado@hacap.org' <kguardado@hacap.org>; Emily Qual <emqual@gmail.com>; mwahl@horizonsfamily.org; Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov>; lseyfer@cedarrapids.org; Yaholi Machado <yaholi@newbocitymarket.com>; Sandberg, Hailee J [CO PD] <hailees@iastate.edu>; Laura Krouse <laura@abbehills.com>; Sarah Blais <sarah@newbocitymarket.com>; Tertinger, Mike <Mike.Tertinger@linncountyiowa.gov>

**Subject:** [External] FSC Email Vote Needed Tonight for New Reviewer!

**Importance:** High

CAUTION: EXTERNAL SENDER WARNING -- This email originated from outside of Linn County. Do not click any links or open attachments unless you recognize the sender and have verified that the content is safe. NEVER share your username or password with anyone for any reason.

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Because this is a community member and not a council member, there will need to be a vote to approve him as a reviewer.

Proposed Motion: To approve community member Andrew Messerschmidt as a FARE grant reviewer.

We will need a motion and a second.

Reply all with any questions

Thanks!  
Emmaly



**Emmaly Renshaw** (she/her)  
Executive Director | Feed Iowa First  
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**Feed Iowa**  
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**Cc:** Emily Qual <[emqual@gmail.com](mailto:emqual@gmail.com)>; Laura Krouse <[laura@abbehills.com](mailto:laura@abbehills.com)>; Montoya, Jacquie <[jacquie.montoya@linncountyiowa.gov](mailto:jacquie.montoya@linncountyiowa.gov)>; S.Schrader@cedar-rapids.org <[S.Schrader@cedar-rapids.org](mailto:S.Schrader@cedar-rapids.org)>; Sandberg, Hailee J [CO PD] <[hailees@iastate.edu](mailto:hailees@iastate.edu)>; Sarah Blais <[sarah@newbocitymarket.com](mailto:sarah@newbocitymarket.com)>; Tertinger, Mike <[Mike.Tertinger@linncountyiowa.gov](mailto:Mike.Tertinger@linncountyiowa.gov)>; Yaholi Machado <[yaholi@newbocitymarket.com](mailto:yaholi@newbocitymarket.com)>; [kguardado@hacap.org](mailto:kguardado@hacap.org) <[kguardado@hacap.org](mailto:kguardado@hacap.org)>; [lseyfer@cedarrapids.org](mailto:lseyfer@cedarrapids.org) <[lseyfer@cedarrapids.org](mailto:lseyfer@cedarrapids.org)>; [mwahl@horizonsfamily.org](mailto:mwahl@horizonsfamily.org) <[mwahl@horizonsfamily.org](mailto:mwahl@horizonsfamily.org)>  
**Subject:** Re: FSC Email Vote Needed Tonight for New Reviewer!

I second the motion,  
Thank you Emmaly.

On Tue, Jan 31, 2023 at 3:32 PM Emmaly Renshaw <[Emmaly@feediowa1st.com](mailto:Emmaly@feediowa1st.com)> wrote:

Good Afternoon Food Systems Council,

We have a committee member who cannot review due to current circumstances. I reached out to CRBT, and an employee is interested in filling the open reviewer position for this first cycle. This will not add more to our plate, and it will be good to have someone with a financial background in the conversation.

Because this is a community member and not a council member, there will need to be a vote to approve him as a reviewer.

Proposed Motion: To approve community member Andrew Messerschmidt as a FARE grant reviewer.

We will need a motion and a second.



## Speed, Amy

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**From:** August Stolba <auguststolba@gmail.com>  
**Sent:** Tuesday, January 31, 2023 3:42 PM  
**To:** Emmaly Renshaw  
**Cc:** Emily Qual; Laura Krouse; Montoya, Jacquie; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; kguardado@hacap.org; lseyfer@cedarrapids.org; mwahl@horizonsfamily.org  
**Subject:** [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

On Tue, Jan 31, 2023 at 3:41 PM Emmaly Renshaw <[Emmaly@feediowa1st.com](mailto:Emmaly@feediowa1st.com)> wrote:  
All in Favor....



**Feed Iowa**  
FIRST

**Emmaly Renshaw** (she/her)  
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## Speed, Amy

---

**From:** Montoya, Jacquie  
**Sent:** Tuesday, January 31, 2023 3:44 PM  
**To:** August Stolba; Emmaly Renshaw  
**Cc:** Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; kguardado@hacap.org; lseyfer@cedarrapids.org; mwahl@horizonsfamily.org  
**Subject:** RE: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

Yes

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I

On Tue, Jan 31, 2023 at 3:41 PM Emmaly Renshaw <[Emmaly@feediowa1st.com](mailto:Emmaly@feediowa1st.com)> wrote:

All in Favor....

## Speed, Amy

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**From:** Laura Seyfer <lseyfer@cedarrapids.org>  
**Sent:** Tuesday, January 31, 2023 3:57 PM  
**To:** Montoya, Jacquie; August Stolba; Emmaly Renshaw  
**Cc:** Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; kguardado@hacap.org; mwahl@horizonsfamily.org  
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Yes, in favor.

**Laura Seyfer** | Workforce Specialist



501 First St. SE • Cedar Rapids, IA 52401  
Cell: 319-389-6754 • [www.cedarrapids.org](http://www.cedarrapids.org)

---

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Yes

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## Speed, Amy

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**From:** Kim Guardado <kguardado@hacap.org>  
**Sent:** Tuesday, January 31, 2023 4:41 PM  
**To:** Laura Seyfer; Montoya, Jacquie; August Stolba; Emmaly Renshaw  
**Cc:** Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; mwahl@horizonsfamily.org  
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After the many discussions we've had about perception I feel really weird about adding a position to review grant applications after the applications have already been submitted. As well as this opportunity was not presented to a larger group for input or other suggestions for potential reviewers. I'm sure the intent is appropriate but from the perspective of what this could look like to an outsider, I vote no.

Kim

---

**From:** Laura Seyfer <lseyfer@cedarrapids.org>  
**Sent:** Tuesday, January 31, 2023 3:57 PM  
**To:** Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov>; August Stolba <auguststolba@gmail.com>; Emmaly Renshaw <Emmaly@feediowa1st.com>  
**Cc:** Emily Qual <emqual@gmail.com>; Laura Krouse <laura@abbehills.com>; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD] <hailees@iastate.edu>; Sarah Blais <sarah@newbocitymarket.com>; Speed, Amy <Amy.Speed@linncountyiowa.gov>; Tertinger, Mike <Mike.Tertinger@linncountyiowa.gov>; Yaholi Machado <yaholi@newbocitymarket.com>; Kim Guardado <kguardado@hacap.org>; mwahl@horizonsfamily.org  
**Subject:** RE: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

Yes, in favor.

**Laura Seyfer** | Workforce Specialist



501 First St. SE • Cedar Rapids, IA 52401  
Cell: 319-389-6754 • [www.cedarrapids.org](http://www.cedarrapids.org)

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## Speed, Amy

---

**From:** August Stolba <auguststolba@gmail.com>  
**Sent:** Tuesday, January 31, 2023 5:03 PM  
**To:** Kim Guardado  
**Cc:** Laura Seyfer; Montoya, Jacquie; Emmaly Renshaw; Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; mwahl@horizonsfamily.org  
**Subject:** Re: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

Thank you for your feedback Kim. Please continue your Yea or Nay votes everyone so we can establish if there is a quorum.

On Tue, Jan 31, 2023 at 4:41 PM Kim Guardado <kguardado@hacap.org> wrote:

After the many discussions we've had about perception I feel really weird about adding a position to review grant applications after the applications have already been submitted. As well as this opportunity was not presented to a larger group for input or other suggestions for potential reviewers. I'm sure the intent is appropriate but from the perspective of what this could look like to an outsider, I vote no.

Kim

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**To:** Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov>; August Stolba <auguststolba@gmail.com>; Emmaly Renshaw <Emmaly@feediowa1st.com>  
**Cc:** Emily Qual <emqual@gmail.com>; Laura Krouse <laura@abbehills.com>; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD] <hailees@iastate.edu>; Sarah Blais <sarah@newbocitymarket.com>; Speed, Amy <Amy.Speed@linncountyiowa.gov>; Tertinger, Mike <Mike.Tertinger@linncountyiowa.gov>; Yaholi Machado <yaholi@newbocitymarket.com>; Kim Guardado <kguardado@hacap.org>; mwahl@horizonsfamily.org  
**Subject:** RE: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

Yes, in favor.

**Laura Seyfer** | Workforce Specialist



## Speed, Amy

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**From:** Emmaly Renshaw <Emmaly@feediowa1st.com>  
**Sent:** Tuesday, January 31, 2023 5:07 PM  
**To:** Kim Guardado; Laura Seyfer; Montoya, Jacquie; August Stolba  
**Cc:** Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; mwahl@horizonsfamily.org  
**Subject:** Re: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

Kim, thanks for your response and you have valid points. I will give more context.

- We found out on Friday that a council member will not be able to score, leaving us 15 applications short with the review session already open.
- We asked if Mike could score, and there were some concerns about having a paid county employee scoring on funds being distributed by the county. Again optics.
- Over the weekend, we emailed multiple community partners to see if anyone was willing to step in for this cycle, and Andrew responded that he would be willing. He received the information via an email disbursement through the company.
- He has no connection to anyone on the council and has no recusals on applicants.
- To be open, he was not explicitly sought out or recommended by anyone on the council as a replacement.

With that Kim's concerns are valid. My question is can we build safeguards?

Emmaly

## Speed, Amy

---

**From:** Sandberg, Hailee J [CO PD] <hailees@iastate.edu>  
**Sent:** Tuesday, January 31, 2023 5:18 PM  
**To:** Emmaly Renshaw  
**Cc:** Kim Guardado; Laura Seyfer; Montoya, Jacquie; August Stolba; Emily Qual; Laura Krouse; S.Schrader@cedar-rapids.org; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; mwahl@horizonsfamily.org  
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With this added info my vote is yes.

Hailee Sandberg  
Linn County Director  
Iowa State Extension and Outreach

Sent from my iPhone

On Jan 31, 2023, at 5:07 PM, Emmaly Renshaw <Emmaly@feediowa1st.com> wrote:

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## Speed, Amy

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**From:** Kim Guardado <kguardado@hacap.org>  
**Sent:** Tuesday, January 31, 2023 7:19 PM  
**To:** August Stolba  
**Cc:** Montoya, Jacquie; Emily Qual; Emmaly Renshaw; Laura Krouse; Laura Seyfer; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; mwahl@horizonsfamily.org  
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Thank you for the additional context. I think we must use that language as part of the process to approve this person as a reviewer. With that I will change my vote to yes.

Thanks!!!

Kim

Sent from my iPhone

On Jan 31, 2023, at 5:25 PM, August Stolba <auguststolba@gmail.com> wrote:

No, it is not a problem. You are a sitting member through Linn County Public Health not as staff liaison through Planning and Development. We ran this up the ladder a few months back to make sure.

On Tue, Jan 31, 2023 at 5:18 PM Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov> wrote:

Just had a question – I am also a paid county employee. Is that going to be a problem in the scoring? I'm assuming it was already thought of but just wondered after I read that point about Mike not being able to score. I realize we have different positions on the council but wanted to make sure so there are no questions later.

**From:** Emmaly Renshaw <Emmaly@feediowa1st.com>  
**Sent:** Tuesday, January 31, 2023 5:07 PM  
**To:** Kim Guardado <kguardado@hacap.org>; Laura Seyfer <lseyfer@cedarrapids.org>; Montoya, Jacquie <jacquie.montoya@linncountyiowa.gov>; August Stolba <auguststolba@gmail.com>  
**Cc:** Emily Qual <emqual@gmail.com>; Laura Krouse <laura@abbeyhills.com>; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD] <hailees@iastate.edu>; Sarah Blais <sarah@newbocitymarket.com>; Speed, Amy <Amy.Speed@linncountyiowa.gov>; Tertinger, Mike <Mike.Tertinger@linncountyiowa.gov>; Yaholi Machado <yaholi@newbocitymarket.com>; mwahl@horizonsfamily.org  
**Subject:** Re: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!



## Speed, Amy

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**From:** Emily Qual <emqual@gmail.com>  
**Sent:** Wednesday, February 1, 2023 12:15 PM  
**To:** Montoya, Jacquie  
**Cc:** August Stolba; Emmaly Renshaw; Kim Guardado; Laura Krouse; Laura Seyfer; Stephanie Schrader; Sandberg, Hailee J [CO PD]; Sarah Blais; Speed, Amy; Tertinger, Mike; Yaholi Machado; Melissa Wahl  
**Subject:** Re: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!  
**Attachments:** image005.png

Perhaps this delayed response is no longer necessary, but after reviewing the thread I vote yes to the installment of Mr Andrew Messerschmidt to review and score this round of applications.

Emily

☆☆☆

Emily Ann Qual  
(she/her/hers)  
319.325.1739

On Wed, Feb 1, 2023, 8:47 AM Montoya, Jacquie <[jacquie.montoya@linncountyiowa.gov](mailto:jacquie.montoya@linncountyiowa.gov)> wrote:

I figured that had been thought out but wanted to make sure.

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**From:** August Stolba <[auguststolba@gmail.com](mailto:auguststolba@gmail.com)>  
**Sent:** Tuesday, January 31, 2023 5:25 PM  
**To:** Montoya, Jacquie <[jacquie.montoya@linncountyiowa.gov](mailto:jacquie.montoya@linncountyiowa.gov)>  
**Cc:** Emily Qual <[emqual@gmail.com](mailto:emqual@gmail.com)>; Emmaly Renshaw <[Emmaly@feediowa1st.com](mailto:Emmaly@feediowa1st.com)>; Kim Guardado <[kguardado@hacap.org](mailto:kguardado@hacap.org)>; Laura Krouse <[laura@abbehills.com](mailto:laura@abbehills.com)>; Laura Seyfer <[lseyfer@cedarrapids.org](mailto:lseyfer@cedarrapids.org)>; S.Schrader@cedar-rapids.org; Sandberg, Hailee J [CO PD] <[hailees@iastate.edu](mailto:hailees@iastate.edu)>; Sarah Blais <[sarah@newbocitymarket.com](mailto:sarah@newbocitymarket.com)>; Speed, Amy <[Amy.Speed@linncountyiowa.gov](mailto:Amy.Speed@linncountyiowa.gov)>; Tertinger, Mike <[Mike.Tertinger@linncountyiowa.gov](mailto:Mike.Tertinger@linncountyiowa.gov)>; Yaholi Machado <[yaholi@newbocitymarket.com](mailto:yaholi@newbocitymarket.com)>; [mwahl@horizonsfamily.org](mailto:mwahl@horizonsfamily.org)  
**Subject:** Re: [External] Re: FSC Email Vote Needed Tonight for New Reviewer!

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