

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

- This document was prepared by Work Group members and Staff to provide overall direction at the vision and values level; specific projects undertaken by the group will be further defined in separate documents designed for that purpose.
- Principles of Equity and Sustainability were considered in the preparation of all responses in this Charter; tools and frameworks specific to these principles are essential elements of the Project Scoping Tool and will be addressed for every project.
- Work Group Charters will be reviewed and updated periodically, changes noted by current version number/date, and prior versions will be saved.
- The original Charter was recommended for approval by the Madison Food Policy Council (MFPC) and Dane County Food Council (DCFC) on August 19, 2020.
- Updated Version 1 of the Charter was recommended for approval by MFPC and DCFC on June 8, 2021.
- Version 2 of the Charter was recommended for approval by MFPC and DCFC on June 8, 2021.

FINAL VERSION 2 Date: 06/02/2021

OVERVIEW	
NAME OF WORK GROUP:	Food Plan
STATEMENT OF PURPOSE/NEED:	<ul style="list-style-type: none"> ● Why is this Work Group important now? ● Identify the problem/current state, i.e. what is happening? ● What opportunities are presented by the current state? ● What is the need to address equity issues in the community and impacts on communities of color and low-income populations? ● What is the need to promote sustainability and build community resilience? ● Other? <p>The COVID-19 pandemic and subsequent economic crisis have created numerous challenges for the food system in Madison and Dane County. In particular, supply chain disruptions have caused cascading challenges for producers, consumers, and both large and small businesses. Emergency Food providers have had to grapple with dramatic shifts in food sourcing and paradoxically high demand with high levels of donation that have created storage and distribution challenges. Many businesses and agencies have implemented changes to their operations that will need to be supported in order to be sustained indefinitely into the future.</p> <p>However, many of these issues existed before the emergence of COVID-19 and a higher level concern for this group are the long-standing systemic barriers that make response and resilience difficult in times of challenge e.g. global pandemics, regional flooding, etc. The DCFC and MFPC have been advocating for a Regional Food</p>

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

	<p>System Plan to be developed, convening a broad base of participants in the food system to map these barriers and identify opportunities. Broadly defined, “resilience” is the capacity to recover quickly from difficulties or hardships. Applied to systems – and in particular, food systems – resilience is the ability of food systems to adapt to adverse conditions AND capitalize on opportunities quickly and efficiently. By viewing food systems issues through a mid-to-long term time horizon, this work group is poised to facilitate and support planning and strategic investments in infrastructure, diversified agricultural systems and supply chains, and increased market access for local and regional ag products, all of which help to create more robust and resilient local, regional, and emergency food systems.</p> <p>While supporting our community through the pandemic will require a focus on the immediate food needs of individuals and families who are struggling with newfound challenges, simply using resources to purchase or donate food quickly reaches a point of diminishing returns. As a result, this Work Group will focus on developing a plan for mid- and long-term solutions rather than immediate solutions. Identifying barriers and strategies to overcome them, while preparing our community to address these high-level challenges for months or years to come will require a deeper understanding of our community’s assets, innovations that have been made over the past year in response to the pandemic, and gaps in the system that still need to be addressed.</p> <p>This approach will chart a data-informed course for strategic infrastructural investments to support a safe, healthy, affordable, dignified, and culturally appropriate food system. This will keep food costs down, increase variety of produce and value-added agricultural products, and support the producers and entrepreneurs working in the Dane County food system. As funding opportunities present themselves, it will be important to be prepared with these concepts so that we are well positioned to move forward when timing is appropriate.</p>
<p>VISION:</p> <ul style="list-style-type: none"> • Describe the desired condition; consider principles of equity and sustainability. • What is the scope of the group’s work? 	<p>The work group will explore ways to address and overcome structural barriers towards achieving equitable and resilient food systems. These barriers are related to the COVID-19 pandemic, long-standing gaps in the food system, and emergent economic challenges. It will be essential to understand the historical barriers related to systemic inequities in our community. Doing so will allow for planning and investment in longer-term solutions. By utilizing racial equity analysis</p>

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

<ul style="list-style-type: none"> • What is outside the boundaries of the group’s works? • How does the group’s work relate to that of others? 	<p>tools created through the City’s Racial Equity and Social Justice Initiative (RESJI) as well as the Natural Step Framework (TNS) adopted by the city to analyze issues through a sustainability lens, the work group will infuse racial equity and sustainability considerations into projects, policies, and programs.</p> <p>The work group supports the City of Madison’s 2018 Comprehensive Plan commitment to develop a Regional Food Systems Plan. The Work Group will support the plan creation through efforts to illuminate the current food system status and by developing a process and strategies for robust community engagement.</p> <p>This group will focus on developing a medium- to long-range plan for solutions that can enhance the capacity of our food system, and will not focus on immediate food access challenges related to the pandemic.</p>
<p>APPROACH:</p> <ul style="list-style-type: none"> • Describe how you will address the problems identified. • Describe how you will take advantage of opportunities that may be presented. • Describe how you will advance this work in the community. 	<p>In order to assess the scope of the challenges facing our community and how these may change in the face of protracted economic upheaval and continuation of the pandemic, this workgroup will meet consistently to lead the planning effort and strategy development. As projects are formed, workgroup members may involve themselves in sub-groups.</p> <p>Community input – especially input from members of the Dane County community who identify as Black, Indigenous, and People of Color, as well as members of the community who represent diverse socio-economic backgrounds, will be vital to confirm that the efforts are not only <i>theoretically</i> beneficial, but also that they will be appreciated and impactful to members of the community. Because of the time scale involved in planning of infrastructural improvements, it is important to include community voice at all stages of the process.</p> <p>Additionally, it will be critical for this work group, and the MFPC and DCFC as a whole, to explore and secure external funding opportunities to advance and operationalize project, policy, and program ideas.</p>
<p>OBJECTIVES & MEASURES:</p> <ul style="list-style-type: none"> • What outcomes does the approach envision? 	<p>If this workgroup’s activities are successful, Dane County will have a robust plan for the culturally inclusive development of a resilient food</p>

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

<ul style="list-style-type: none"> • What are the potential impacts in the community? • How will their effectiveness be measured? 	<p>system. As a result, there may be additional marketplaces and opportunities for local agricultural products and goods to be sold. This will help buoy the sales of small and mid-sized producers in our area, support a broad diversity of food entrepreneurs, and build a strong and resilient supply chain for Dane County vendors and institutions to consistently offer locally grown food to their customers. There may also be enhancements to the emergency food system that support increased gleaning, storage, and distribution efforts. These advances can be achieved by operationalizing policies and programs that spur strategic and impactful investments in food systems infrastructure, diversified ag systems and supply chains, and market access opportunities.</p> <p>Measurement of these outcomes will depend on creating a plan that focuses on collecting qualitative and quantitative data illustrating the robustness and resiliency of our local, regional, and emergency food systems through the lenses of market access and opportunities for local producers and food systems businesses, as well as other qualitative and quantitative metrics to be determined.</p>
<p>RESOURCES REQUIRED: e.g. staff, technology, consultant, etc.</p>	<p>In addition to the time allocated by MFPC and DCFC staff, additional expertise may need to be drawn upon from Planning and other City/County departments as well as community partners. Further independent expertise will be contracted for with City funds and any additional grant funds the Work Group may be awarded.</p>

ROLES & RESPONSIBILITIES	
CHAIR/CO-CHAIR	Bill Warner
LEAD STAFFER:	Jess Guffey Calkins – Extension Dane County
STAFF SUPPORT:	George Reistad – City of Madison Nick Heckman – Public Health Madison and Dane County
MFPC MEMBERS:	
NAME	ROLE/RESPONSIBILITY
1. Lindsey Day Farnsworth	Member
2. Chris Brockel	Member
3. Rebecca Kemble	Member (Madison Terminal Market & Community Food Locker Project Liaison)
4. Erica Anderson	Member

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

5. Sarah Larson	Member
DCFC MEMBERS :	
NAME	ROLE/RESPONSIBILITY
1. Bill Warner	Co-chair and member
2. Donale Richards	Member
3. Sheena Tesch	Member
4. Dan Cornelius	Member
5. Marcia Caton Campbell	Member

EXTERNAL STAKEHOLDERS :	
NAME	ROLE/RESPONSIBILITY
1. Nan Fey	Member
2. Helen Sarakinos (REAP Food Group)	Member
3. Marcia Kasieta (Badger Prairie Needs Network)	Member
4. Susan Hessel (Madison Permaculture Guild)	Member
5. Kathryn Pensack (350 Madison Climate Action Team)	Member
6. Will Fulwider (350 Madison Climate Action Team)	Member
7. Abha Thakkar (Mosaic Madison)	Member

POTENTIAL PROJECTS	
Each will require further analysis using Project Scoping Tool	
TITLE/FOCUS	BRIEF DESCRIPTION
1. Food system assessment	Submitted Rebuilding Stronger Than Before: Food Assessment Study Proposal to the Dane County Executive on 5/3/21. <ul style="list-style-type: none"> • Requests \$100,000 in American Rescue Plan Act funding for an urgently needed, time-sensitive study to assess the strengths, weaknesses, gaps, and opportunities in Dane County's food

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

	<p>system and supply chain revealed by COVID-19 pandemic disruptions.</p> <ul style="list-style-type: none"> ○ Gather community input from all food system sectors (including farmers, processors, distributors, retailers, restaurants, caterers, senior meal providers, emergency food outlets) about the effects of the pandemic on the Dane County food system. ○ Identify opportunities to increase the functionality of local supply chains, improve food access, help the community recover from the pandemic, and prepare for any future emergency conditions. ● In line with President Biden’s Executive Order on America’s Supply Chains: “[t]he United States needs resilient, diverse, and secure supply chains to ensure our economic prosperity and national security”; specifically calls for an examination of food supply chains. ● Study findings will inform Dane County food systems policy and planning decisions and actions.
<p>2. Regional food systems plan</p>	<p>From the City of Madison 2018 Comprehensive Plan, p. 101: <i>Dane County has some of the most productive agricultural land in the world, as well as a strong food economy. The City should support Dane County and other entities in developing a regional food systems plan that identifies key improvements to the regional food supply chain. Strengthening the local supply chain will bring additional food security to the region, job opportunities for residents with a wide range of backgrounds, and support preservation of agricultural land.</i></p>
<p>3. Community scan of existing assets, resources, info, data on pertinent work group issues</p>	<p>This work group-led scan or review will help us flesh out the current landscape of what is out there and implement better decision-making for this work group.</p>
<p>4. Food enterprise economic recovery</p>	<p>Focus on food enterprise economic recovery.</p>
<p>5. Utilizing underused or shuttered facilities for food processing, prep, etc.</p>	<p>Match food entrepreneurs, businesses, and organizational efforts with institutions that have available facilities.</p>
<p>6. Cultivating strategic investments and investors</p>	<p>Identify strategic infrastructural investments that could aid in economic recovery and future resilience.</p>

MADISON FOOD POLICY COUNCIL- DANE COUNTY FOOD COUNCIL

WORK GROUP CHARTER

	<ul style="list-style-type: none"> - Supporting business-level strategic investments, e.g., terminal market, food lockers, more robust e-commerce presence for food service operations.
7. Supporting food systems labor	<p>Strategize on policy or programmatic solutions to assist workers in our local and regional food system (e.g., food service, farmers, farm labor, etc).</p> <ul style="list-style-type: none"> - Supporting training programs and organizations that offer them.
8. Other implementation opportunities	Other mid- to long-term implementation opportunities that emerge around food systems recovery and resilience efforts.

CHANGE IN SCOPE

Consult with Staff to determine when changes in scope would require approval by MFPC/DCFC

DATE OF CHANGE	DESCRIPTION OF CHANGE	ACTION TAKEN	APPROVED BY
Feb-March 2021	Shift in focus towards developing a Regional Food Systems Plan	Began meeting under the name of Food Plan workgroup	Members of the FSR2 workgroup
May-June 2021	Name changed to Food Plan Work Group & Charter updated	Formally adopted new name and updated Charter to reflect focus on the Regional Food Systems Plan (Link to updated charter)	(to be approved by FSR2 workgroup & MFPC-DCFC)