

## **Piedmont Triad Regional Food System: Regional Food Council Meeting**

Tuesday, August 27, 2019

12:00pm - 2:00pm || 1398 Carrollton Crossing Dr, Kernersville, NC 27284

### **Attendance:**

Matthew Dolge, Michael Banner, Jose Abreu, Sandy High, John Ayers, Colleen Church, Jamie Warner, Cori Lindsay, Nikki McCormick, Kana Miller, Emma Hendel, Gary Williams, Hannah Harrison, Rachel Zimmer, Tom Henslee, Gini Knight, Jason Kampwerth, Grace Messinger.

Objectives:

- 1. Understand the RFP process and the steps that have been taken towards the Food System Assessment.**
- 2. Envision how the PTRFC will handle governance, and take steps to achieve that vision.**
- 3. Achieve a final draft of what Co-chair responsibilities will be.**

### **Meeting Notes**

#### **Welcome & Introductions**

- Mr. David Putnam and Mr. Jesse Day provided welcoming remarks and facilitated 2-minute introductions with the Food Council.

#### **Regional Food System Proposal Process**

- Mr. Day and Mr. Putnam shared a review of the RFP process.
- The review elements of the RFP process involved describing the initial proposal count and review sub-committees recommendation, the RFP scorecard, the RFP responses from the two recommended firms, and introducing the RFP interview of the two recommended firms on Wednesday, September 11<sup>th</sup>.
  - A request was made for attendance of available board members at this September 11<sup>th</sup> meeting.
- Mr. Day and Mr. Putnam facilitated small group discussions to develop important questions for the September 11<sup>th</sup> meeting.
- Key questions that were revealed:
  - How will you mitigate trust barriers?
  - What is your experience with diverse populations?
  - What practical deliverables will impact change?
  - How do you plan to engage communities?
  - Can you please describe your ability to translate and communicate through language barriers?
  - What is the capability of your team to assist with assessment recommendations? After the one year contract?
  - Describe your team's prior working relationships?
  - What are your best examples?
    - What was one of the most innovative projects you were involved with and what did you learn?
  - How will you assure an equitable collection of data from all our areas?
  - What is the strategy for reaching our rural population versus urban populations and all areas of our region?
  - Will you create profiles or roadmaps for each county and the overall region?
  - How do you envision getting to policy changes in our area?
  - How do you define equity?

- How do you plan to access the most appropriate data for this project, beyond secondary, public data?
- How do you plan to incorporate qualitative, and non-traditional types of data?
- What is your plan for getting disaggregated data?
- What is your plan for a final presentation/product of the assessment?
- How do you plan to make this a document that is used and accessible to the community?
- What experience do you have working with different sectors, different groups of people, and determining what is most important to them to make your work meaningful and applicable?
- In your experience, what do you think is the most important lever to pull in creating a liberating and just food system?
- How is this project unique from your past projects or work?
  - How will we know that you are not just using a template?
- Please share how you are going to clearly define the roles and distribution of work amongst your staff on the project.
- What do you think will be the greatest challenge of this work? Tell us about a challenge your firm experienced in a previous food system assessment, and what you did to overcome it?
- How can we as the regional food council best support you when challenges arise?

### **Governance, Structure, and Representation**

- A 15-minute presentation was provided by the Governance and Structure sub-committee of Mr. Tom Henslee and Ms. Hannah Harrison.
- The presentation recommended that the PTRFC adopt organizational structure elements such as:
  - Co-chairs – the PTRFC leadership should be represented by two Co-chairs, and Co-chairs are recommended to be elected the start of next year (January 2020).
  - Committees -- should be formed by a strong interest and must be voted on by PTRFC. The Coordinator shall be a non-voting member but will help collaborate between committees. Committees will have a minimum of 3 members and report to the PTRFC when applicable. These committees will also choose their own tool for efficient communication.
  - Co-chair responsibilities – add support coordinator when questions or decisions come up; review the monthly meeting agenda with the coordinator prior to the meeting; organize and motivate workgroups, stakeholders, and community involvement. Remove the elements of responsibilities that conflict with coordinator responsibilities.

### **Racial Equity Discussion**

- Mr. Gary Williams lead a discussion of racial equity and introduced the REI group based out of Greensboro.
  - Interest for a subcommittee focusing on Racial Equity was present.

### **Next Steps**

- Mr. Putnam reviewed the next steps for the Food Council
  - September 17<sup>th</sup> (2 pm – 4 pm) Interim Council Meeting at PTRC
  - October 29<sup>th</sup> (12 pm – 2 pm) October Council Meeting

### **Adjourn**