

**Sacramento Region Food System Collaborative (FSC)
Steering Committee Parameters & Elections Process
January 11, 2012**

These parameters are for the initial Steering Committee of the food system collaborative. We recognize that as the Steering Committee and FSC mature, these provisions will need to be revisited on an ongoing basis.

FSC Mission Statement

The Sacramento Region Food System Collaborative links rural and urban efforts working towards a viable and inclusive food system in the six-county region.

FSC Vision Statement

We envision a regional food system that embraces our diverse cultural heritage and unique agricultural assets to provide healthful food for all in a secure, economically viable, environmentally sound, and socially equitable manner.

Where are decisions made?

Decisions are made by the Steering Committee. The full FSC body provides input through quarterly meetings, electronic mechanisms, and through participation in workgroups. Workgroups develop recommendations for the Steering Committee and are chaired by a Steering Committee member.

Steering Committee membership criteria:

The Steering Committee will be comprised of a minimum of 9 representatives with a diverse group of perspectives and expertise that can expand up to 21 members over time. The FSC will seek Steering Committee members with diversity including:

- Geographic representation: county, city, district
- Sector representation can include (but is not limited to): schools, processors, farmers, hunger advocates, distributors, food banks/pantries, waste management, food chain workers, academia, ag marketing, ag tourism, CSAs, homeless advocates, government, agencies
- Mixture of organization and individual representatives
- Consideration of gender, ethnicity, age, etc. to ensure diversity
- Perform due diligence to have membership from at least one individual/organization/jurisdiction from each of the six counties

How are decisions made?

Consensus when possible using a gradient of agreement (at least two-thirds of votes are above “neutral” and no votes are “blocks”); otherwise majority rules (66%)

Requirements for FSC Participation

Anyone may attend FSC convenings and sign up for communications. Participants are encouraged to endorse the Food Charter on behalf of themselves, an organization, or a jurisdiction. Signing the Food Charter does *not* mean participants are endorsing any particular policy or action made by the FSC, and the Steering Committee cannot use a signatory’s name, organization, or jurisdiction as a supporter on any decisions that are made.

Roles & responsibilities of the Steering Committee include the following:

1. Commitment to serving a two-year term. (Half of the first Steering Committee will serve a one-year term.)
2. Working collaboratively to advance the mission of the FSC.
3. Electing a Chair and Vice Chair to serve for **one-year** terms.
4. Creating permanent and ad hoc workgroups to address specific regional and sub-regional issues of interest to FSC participants.
 - a. Workgroup members do not need to be on the Steering Committee, but need to make a stated commitment to serving.
 - b. The workgroup must be chaired by a Steering Committee member, and the workgroup can be co-chaired with a non-Steering Committee member.
5. Developing a strategic plan including fundraising and staffing plans for after the completion of Valley Vision’s contract with The California Endowment. Valley Vision will provide technical assistance for this process.
6. Making communications and policy decisions on FSC-related issues with significant input from workgroups.
7. Must attend at least 75% of Steering Committee meetings.
8. The Steering Committee has an obligation to conduct outreach and solicit membership that is reflective and representative of the regional food system.
9. The Steering Committee needs to review and revise as necessary the roles and responsibilities on an annual basis.
10. Within the first two meetings, the Steering Committee will develop parameters for speaking on behalf of the FSC.

Elections process:

The interim FSC Steering Committee will be seated as follows:

1. Anyone interested in serving on the Steering Committee should send an email to adriane.lepage@valleyvision.org that includes name, affiliation, contact information, sector and geography they feel their perspective represents (understanding that they are not actually “representing” that sector or geography), why they’re interested in being on the Steering Committee, and what they bring to the group and process.
2. The application time period begins January 11th and runs through the end of the day January 31st. A gap analysis of those applications will be done, and the Governance Workgroup (before seating) and Steering Committee members (after seating) will continue to seek applications that fill gaps specifically in sector and geography, focusing also on gender, ethnicity, and age.
3. The Governance Workgroup will meet Thursday, February 2nd to discuss applications and select the Steering Committee.
4. The first meeting of the Steering Committee will be Wednesday, February 8th from 1-3pm. The agenda will include setting a regular meeting date and time, and discussion of an outreach plan for filling representation gaps.
5. Within the first year, the interim Steering Committee will define the process for selecting Steering Committee members.