

# MADISON FOOD POLICY 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.
- This Charter was recommended for approval by the Madison Food Policy Council and Dane County Food Councils on August 12, 2020.

Version: 1 Date: 8/11/20

OVERVIEW	
NAME OF WORK GROUP:	<b>TBD (combining PANDEMIC FOOD ACCESS &amp; FOOD ECONOMIC SYSTEMS RELIEF)</b>
<b>STATEMENT OF PURPOSE/NEED:</b> <ul style="list-style-type: none"><li>• Why is this Work Group important now?</li><li>• Identify the problem/current state, i.e. what is happening?</li><li>• What opportunities are presented by the current state?</li><li>• What is the need to address equity issues in the community and impacts on communities of color and low-income populations?</li><li>• What is the need to promote sustainability and build community resilience?</li><li>• Other?</li></ul>	<p>This work group takes on a particular sense of urgency and importance as COVID-19 has created widespread hardships in the US and global economy at large. With the potential for multiple waves of outbreaks and spikes in cases across the nation, an increasing number of households are already experiencing food insecurity and food systems-based businesses (urban and rural e.g. restaurateurs and farmers) are struggling to pay their bills because of severely reduced revenues and cash flow. <b>COVID-19 has caused many more health and safety risks involved in accessing healthy food.</b> This work group will explore creative ways to repurpose parts of the food system to help meet residents' and businesses' immediate needs.</p> <p>Within this unique and challenging environment, there are opportunities to bridge the issues that residents are facing and the issues that businesses are facing in new ways. By trying to craft solutions that alleviate household hunger and food insecurity, as well as try to create market access opportunities for businesses, this group can attempt to solve two issues simultaneously. This approach could entail building on existing efforts to link Madison/Dane County restaurants with emergency food providers and community centers. It could also look at ways that the group can leverage existing funding through Healthy Retail Access Program (HRAP) to incentivize community donations to spur restaurant meal distributions. This is only one avenue of opportunity but it is highly relevant. Additionally, because of COVID-19, there are now residents who are low-income because of layoffs and other economic factors linked to the pandemic that never were before and their experiences and navigation around food relief services will create unique challenges and opportunities.</p>

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As this work group addresses the current health and safety risks of food access, it also has opportunities to mitigate pre-existing barriers to healthy food access that can improve food access long-term, post-pandemic. These opportunities include:

- Developing and strengthening innovative ways to get food to people who experience transportation barriers.
- Bringing healthy and local food to people who typically face barriers in accessing this food.
- Greater online purchasing ability for SNAP and WIC recipients.

COVID-19 has exacerbated equity issues within the community. In Madison and Dane County (unfortunately), race and poverty are tightly correlated and residents of color often struggle with higher rates of poverty and unemployment than white residents. Because of this, it is important to think about how work group strategies account for the nuanced needs and concerns of residents and entrepreneurs of color, especially around issues like preserving dignity, cultural barriers/opportunities in service provision or service connection, and relationship-building.

Pre-existing inequities regarding healthy food access have increased and expanded as a result of the health and safety risks amidst the pandemic. These food access barriers often disproportionately impact communities of color and low-income populations. Some pre-existing inequities include:

- Less access to transportation to purchase healthy food
- Less money to spend on healthy food
- Scarcity of culturally-relevant healthy food
- Less available time to prepare healthy food

Additional food access inequities that have been generated by the pandemic include:

- Technological barriers to accessing food via online ordering and delivery services.
- Information barriers or gaps – potential clients and residents in need not knowing about or being aware of service centers and providers (e.g pantries and United Way 2-1-1).
  - Especially for people who are newly experiencing food security due to the pandemic.
- Increased factors causing people to experience food insecurity and food access challenges.
  - Residents in quarantine or who are self-isolating
  - Residents who are unemployed or underemployed due to the pandemic

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	<ul style="list-style-type: none"> <li>○ The general public due to public health risks related to gatherings, etc.</li> </ul> <p>Healthy food is essential for individual health, and for community health. Barriers to access and food insecurity have cascading negative effects on one's health, employment, and quality of life. Increased food access would help individuals with food insecurity, and bolster community sustainability and resilience. Many of the strategies and structures brainstormed and developed in this work group and others may lay the framework for other projects and policy ideas in a post-COVID pandemic world.</p>
<p><b>VISION:</b></p> <ul style="list-style-type: none"> <li>• Describe the desired condition; consider principles of equity and sustainability.</li> <li>• What is the scope of the group's work?</li> <li>• What is outside the boundaries of the group's works?</li> <li>• How does the group's work relate to that of others?</li> </ul>	<p>This work group strives to help alleviate big challenges that have only grown larger in scope because of COVID-19.</p> <p>Our goals are to develop strategies that (1) Assist food systems-based businesses and organizations as they grapple with the economic downturn and (2) Lower food insecurity rates in our community through the development of healthy and safe food access and delivery strategies, amidst pandemic conditions. These strategies will also serve to increase food access equity, and will yield greater sustainability and resilience of food systems for future emergency conditions.</p> <p>The food access scope of this work group prioritizes the following elements (while recognizing that there are many additional access issues that existed before the pandemic):</p> <ul style="list-style-type: none"> <li>• Developing healthy and safe food access strategies amidst the health and safety risks of the current pandemic.</li> <li>• Examining innovative food access strategies and solutions to create healthy, safe food access from a crisis and opportunity perspective.             <ul style="list-style-type: none"> <li>○ Understanding that the situation around food access and food security can change because of changes in the COVID-19 situation.</li> </ul> </li> <li>• Examining how SNAP and WIC usage procedures can be more nimble and flexible in order to protect clients' health and safety needs (e.g. increasing online and delivery redemption options).</li> <li>• Exploring alternative programs that can serve food security needs for populations not included in SNAP and WIC.</li> <li>• Examining the ways that food affordability intersects with access, including ways to increase the purchasing power of low-income families, increase the accessibility of pop-</li> </ul>

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	<p>up/neighborhood food initiatives by making them more affordable, mitigate food shortages caused by panic buying (especially of WIC-approved foods), and more.</p> <ul style="list-style-type: none"> <li>Facilitate communications and connections between food access providers (emergency food agencies, food retail, and other entities) to foster coordination and collaboration in addressing pandemic food access.</li> </ul> <p>Relation to the other work groups:</p> <ul style="list-style-type: none"> <li><b>Regional Agriculture &amp; Food Sovereignty</b> - will work to increase production/availability of local, healthy food; this work group will facilitate connecting that food to businesses and citizens.</li> <li><b>The Food Systems Recovery &amp; Resilience</b> work group can use findings from this work group to help inform and develop long-term solutions for food retail system resiliency.</li> </ul>
<p><b>APPROACH:</b></p> <ul style="list-style-type: none"> <li>Describe how you will address the problems identified.</li> <li>Describe how you will take advantage of opportunities that may be presented.</li> <li>Describe how you will advance this work in the community.</li> </ul>	<p>This group will develop a short list of strategies that address issues around food relief for residents and businesses. It should be noted that while the City and County do not have the resources to indefinitely sustain or subsidize businesses or organizations from a financial perspective, the MFPC-DCFC can be involved with contributing to strategic investments that increase their infrastructural or organizational capacity to stay solvent and/or serve community needs. This also ties in to the Food Systems Recovery &amp; Resilience work group's focus on strategic investments versus "band-aid" solutions.</p> <p>The following is an example of how this work group could approach a potential project working with local restaurateurs. The work group would need to talk to (1) restaurateurs to determine what the needs are (current situation and interest, how much per meal to stay solvent, how many meals (minimum, maximum) considering labor, etc); (2) service providers or community hubs like food pantries, community centers, and schools to see if they could provide the service and connect meals to households and what barriers they face (space, storage (dry, cold), staffing, hours/availability, etc); (3) talk to residents who would use the services to discern preferences in meal types, how and when to access meals, etc.</p> <p>Using this approach of consultation and discernment (provider, connector, consumer) the group could then either craft a program or identify an existing program to invest in. Additionally, the group could create policy measures that make the creation and implementation of said program easier to do.</p>

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	<p>Community consultation will be key, though may be challenging. This work group will seek ways to solicit the opinions and thoughts of residents who would be most affected by food relief strategies – in a way that is genuinely helpful to residents. Formulating this kind of community feedback process requires significant time and energy.</p> <p>During this pandemic, there is more opportunity for innovative and creative solutions to address overwhelming and urgent needs. The work group can take advantage of this time of greater receptivity to think outside the box.</p> <p>The work group will advance this work by bringing policy and project solutions to Madison Food Policy Council (MFPC)/Dane County Food Council (DCFC), Madison Mayor, and Common Council, Dane County Board and County Executive.</p>
<p><b>OBJECTIVES &amp; MEASURES:</b></p> <ul style="list-style-type: none"> <li>• What outcomes does the approach envision?</li> <li>• What are the potential impacts in the community?</li> <li>• How will their effectiveness be measured?</li> </ul>	<p>The high-level outcomes of this approach are to build processes where work group members can interface with business leaders, organization leaders, and community residents to discuss and vet impacts and implementation strategies around food relief programs and policies. These interactions will lead to the creation of policies and programs that both assist food systems businesses/organizations and food insecure residents.</p> <p>Outcomes may include:</p> <ul style="list-style-type: none"> <li>• Development and strengthening of innovative models for providing healthy &amp; safe food access amidst a pandemic situation.</li> <li>• Strategies to mitigate technology barriers and information gaps that may disproportionately impact communities of color and low-income communities.</li> <li>• Innovative methods for utilizing SNAP, WIC, and other benefit programs during the current situation.</li> </ul> <p>Potential community impacts:</p> <ul style="list-style-type: none"> <li>• Individuals can safely access healthy food during the pandemic.</li> <li>• Increased food security.</li> </ul> <p>The work group will establish both quantitative and qualitative measures using the Project Scoping Tool for each of its projects. The work group will also measure equity metrics using the Racial Equity and Social Justice (RESJ) Analysis Tools, and sustainability metrics using The Natural Step (TNS) Framework.</p>

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<b>RESOURCES REQUIRED:</b> e.g. staff, technology, consultant, etc.	Staff, meeting space, and technology
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ROLES & RESPONSIBILITIES	
<b>CHAIR/CO-CHAIR</b>	<b>Jamie Bugel, Teal Staniforth, Devika Suri – Co-Chairs</b>
<b>Lead Staffer:</b>	Jess Guffey Calkins – Extension Dane County
<b>STAFF SUPPORT:</b>	George Reistad – City of Madison
	Nick Heckman – Public Health Madison & Dane County
	Claire Mance – Extension Dane County
<b>MFPC and DCFC MEMBERS:</b>	
NAME	ROLE/RESPONSIBILITY
1. Jamie Bugel (MFPC)	Co-Chair
2. Teal Staniforth (MFPC)	Co-Chair
3. Devika Suri (MFPC)	Co-Chair
4. Ben Rush (MFPC)	Member
5. Alma Horlock (MFPC)	Member
6. Jumoke Falomo (MFPC)	Member
7. Marcia Kasieta (DCFC)	Member
8. Jenn Lam (MFPC)	Member
9. Dustin Lundt (MFPC)	Member
10. Christine Ameigh (DCFC)	Member
11. Michelle Ritt (DCFC)	Member
12. Nan Fey	Advisor
<b>EXTERNAL STAKEHOLDER ADVISORS OR MEMBERS :</b>	
NAME	ROLE/RESPONSIBILITY
1.	
2.	
3.	

POTENTIAL PROJECTS	
Each will require further analysis using Project Scoping Tool	
TITLE/FOCUS	BRIEF DESCRIPTION
Address food access inequities caused and/or exacerbated by the pandemic	Assess food access inequities caused and/or exacerbated by the pandemic. Identify components within the scope of this work group. Develop policies and/or programs to repair these inequities.
Alternative food access strategies	Work with Public Health and Economic Development on how food access systems work in a pandemic situation – including emergency food systems, farmers' markets, grocers, restaurants, delivery services. Develop alternative food access strategies and solutions that maintain consumer health and safety during the pandemic.
Benefit assistance	Examine how SNAP, WIC, & other benefit program usage procedures can be more nimble and flexible in order to protect clients' health and safety needs (e.g. increasing online and delivery redemption options).

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Collaborate with food-based businesses	Collaborate with food-based businesses to both increase economic viability and meet emergency food needs. Identify strategies and market opportunities for long-term business sustainability.
Divert recoverable food	Explore ways to repurpose or divert surplus or unused foods from businesses to the emergency food system.
Map the emergency food system	ID gaps within the emergency food system and work with organizations/businesses to fill those gaps.
External funding opportunities	Seek external funding opportunities to support work group initiatives and opportunities.

### CHANGE IN SCOPE

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

DATE OF CHANGE	DESCRIPTION OF CHANGE	ACTION TAKEN	APPROVED BY