

SANTA FE CITY AND COUNTY ADVISORY COUNCIL ON FOOD POLICY

CREATING AUTHORITY: Adopted on February 27, 2008 by Resolution 2008-5 and 2008-26

MEMBERS: The Council shall consist of thirteen members. Nine shall be from the private sector, two employees of the City of Santa Fe and two employees of the County of Santa Fe. Of the nine from the private sector, five members shall be appointed by the mayor with the approval of the City Council and four members shall be appointed by the Board of County Commissioners. Members shall reside in the state of New Mexico and shall have expertise in relevant fields, and to the extent possible, represent the diversity of the community in aspects such as culture, gender, age and geography. The City and County employee shall be the City Manager and County Manager or his/her designee; and one member from the department with the largest involvement in food-related issues and services or as otherwise appointed. Of the nine private sector members, all should be actively engaged in at least one program, service, or business related to hunger and food insecurity, the production, processing and distribution of food including representatives from the food industry, consumers, educators and dieticians. From among these nine, at least one should represent food of nutrition education, and one should represent the for-profit food industry. Representation from related state, federal, and local governments should be encouraged including: (but not limited to) the women, infants and children (WIC) Program administered by the New Mexico Department of Health, the food stamp program administered by the Income Support Division of the New Mexico Human Services Department, the county extension office administered by the New Mexico Department of Agriculture and the Santa Fe School District.

CHAIRPERSON: The Council shall elect a chairperson and vice chairperson. The chairperson may appoint sub-committees and sub-committee chairpersons as needed. Subcommittees may also include non-Council members from the public or private sectors. The Council may request representatives from those government agencies listed in paragraph 4 above as appropriate for subcommittees.

TERMS: Of the initial appointments, six of the members shall be appointed for two year terms and seven shall be appointed for three year terms. Subsequent terms shall be for three years to maintain staggering of terms. There shall be no limitation to the number of consecutive terms a member may serve. The chairperson shall serve for a two year term. After three consecutive unexcused absences a Council member shall be automatically removed and notified thereof by the chairperson.

VACANCY: Vacancies shall be filled in the same manner as initial appointments and shall be for the remainder of the unexpired term. Members may be removed by the Mayor with the approval of the City Council or by the Board of County Commissioners as originally appointed, with or without cause.

MEETINGS: A quorum shall be at least seven members. The Council will meet as needed and shall conduct all meetings in accordance with the New Mexico Open Meetings Act and adopted City and County policies and procedures.

STAFF: The County health and human services department will serve as the primary liaison to the Council and City will provide stenographic services; however, the City and County Managers may agree to rotate, on an annual basis, the primary liaison and stenographic services responsibilities. Depending upon the issue, other City or County staff may also be required to assist the Council. The Council may also use donated assistance from the state or federal governments or the private sector. The Council may request assistance from all departments in the City and County in the performance of its duties in order that the established food policies of the City and county may be realized.

STAFF LIAISON: Susan Perry, Wellness Coordinator
955-6626

PURPOSE: The purpose of the Council is to integrate all departments of the City and County as well as non-profit organizations and food and farming businesses in a common effort to improve the availability of safe and nutritious food at reasonable prices for all residents, particularly those in need.

DUTIES AND RESPONSIBILITIES:

- 1) The Council may:
 - a) Monitor the availability, price and quality of food throughout Santa Fe County;
 - b) Collect data on the food security and nutritional status of city and county residents;
 - c) Through the issuance of reports and other communication, inform City and County policy makers, administrators, and the public-at-large about the status of the region's food system and food security;
 - d) Monitor and analyze the administration of City and County food and nutrition programs;
 - e) Explore new means for City and County governments to improve the food economy, the availability, accessibility and quality of food and assist the City and County governments in the coordination of their efforts;
 - f) Recommend to the City and County administrations adoption of measures that will improve existing and add new programs, projects, regulations or services; Recommend food policies for City and County governments to adopt and implement related to Transportation;
 - 1) Direct service of food;
 - 2) land and building use;
 - 3) lobbying and advocacy before state and federal legislature and agencies
 - 4) Referrals to social services;

- 5) Education;
 - 6) Business development;
 - 7) Direct and indirect purchase of food;
 - 8) Support of private efforts;
 - 9) Emergency food supplies; and
 - 10) Monitoring and communicating data,
- 2) Council members will:
- a) Prioritize issues for Council action;
 - b) Serve on the Council's subcommittees;
 - c) Assume a leadership role within the community related to food issues;
 - d) Bring areas of concern to the Council;
 - e) Serve as the eyes and ears of the Council in the broader community;
 - f) Attend meetings and public events as necessary;
 - g) Participate in special Council activities and events;
 - h) Identify and recommend leaders in the community for appointment to the Council
- 3) The Council will report to the Governing Body and the Board of County Commissioners on at least an annual basis.