

Application Information

Salt Lake City Food Policy Council



FOOD POLICY
COUNCIL
SALT LAKE CITY



The Salt Lake City Food Policy Council (FPC) is a volunteer advisory body that identifies policy and program opportunities and makes recommendation to the City of Salt Lake on how to create a more equitable, sustainable, and resilient community food system. This includes identifying opportunities for:

- improving access to healthy, affordable, and culturally appropriate food for all Salt Lake residents
- advancing racial justice and social equity in the food system
- reducing food waste
- expanding community gardening and urban farming, preserving regional farmland
- reducing the climate and ecological impact of our food system, and
- strengthening SLC's food economy by supporting local farmers, food workers, and food entrepreneurs

The FPC is made up of a diverse group of individuals who represent all sectors of the food system, including but not limited to production, processing, distribution, retail, consumption, access, nutrition, and waste.

Member Responsibilities & Commitments

- Attend monthly FPC meetings: The FPC meets every other month, but members are also required to participate in at least one working group, which meet during the alternate months
- Review required materials prior to each meeting
- Maintain communication with Project Manager or current FPC chair
- Estimated time commitment: 3 hours per month including meeting time and preparation
- Please read the FPC's bylaws for additional member responsibilities (below)

Qualifications

- Live or work in Salt Lake City
- Are engaged in the community, passionate about food, and prepared to help shape SLC's food policy agenda
- Able to attend all (or most) meetings on time. The FPC is currently meeting online using Zoom. In-person meetings will resume when it's safe to do so (accessible SLC locations TBD).
- Have one or more of the following characteristics:
 - Represent a **sector in the food system**, including but not limited to production, processing, distribution, retail, consumption, access, nutrition, and waste
 - Have **knowledge and expertise** related to critical food issues, such as systemic racism and social inequities in the food system, food sovereignty, or food and climate change
 - **Represent or advocate on behalf of** specific SLC community(ies) who face systemic inequities or barriers to accessing healthy, affordable, and culturally appropriate food
- Priority will be given to applicants with expertise not already represented on the council.

How to Apply

- To apply, email your application form and resume to brian.emerson@slcgov.com
- Download the application form [here](#)
- The application deadline is **May 31**. Applicants will be selected in June. New members will join the FPC in July or August. Those who apply by May 31 will also be considered for future vacancies.

Questions? If you have any questions about the Food Policy Council or how to apply, please contact our Food & Equity Program Manager, Brian Emerson, at brian.emerson@slcgov.com

Bylaws of the Salt Lake City Food Policy Council

The Salt Lake City Food Policy Council (FPC) is a diverse and inclusive group of individuals that focus on improving food policy in Salt Lake City. The FPC works to identify policy and program opportunities which increase regional food production and improve access to fresh and nutritious food for all Salt Lake residents.

Mission

To support policies and programs that advance an accessible, ecologically sustainable, low carbon, and equitable regional food system that provides healthy and culturally appropriate food for all residents.

Purpose

The purpose of the FPC is to

Advise on Laws, Policies and Programs

- Conduct qualitative and quantitative research studies that provide ongoing opportunities to solicit community input and help inform the development of effective food system policy and programs.
- Support laws, policies and programs that create fair labor practices within the local food system.
- Build political will to support innovation and positive change to strengthen the food system.

Foster a Sustainable and Fair Food System

- Identify ways to make the food system diverse, innovative, just, and resilient.
- Improve the economic viability of urban agriculture and foster sustainable business models for food system entrepreneurs.
- Advocate for supportive food system infrastructure including facilities for storage, processing, and distribution.
- Promote resource conservation, energy efficiency and waste recovery across the food system.

Promote Food Security

- Promote affordable access to fresh, nutritious, local, and ecologically sustainable food for all of Salt Lake City's residents.
- Recognize and enhance the role of the food and agriculture system in conserving and regenerating Salt Lake City's natural resources and environment.

Raise Awareness & Build Coalitions

- Foster a culture that values nutritious food and healthy low carbon eating habits.
- Emphasize the economic, environmental, and social benefits of a resilient local food system.
- Promote the knowledge & skills to grow, process, and cook nutritious food.
- Build strong, inclusive networks between producers, distributors, and eaters to promote efficiency, social fabric, and economic viability throughout the food system.

Meetings

Structure: Meetings are closed, occur every other month, and are facilitated by the Chair. The FPC shall be an advisory body and shall make recommendations to the City of Salt Lake regarding the various aspects of the community food system.

Decision Making: Decision on proposed FPC actions will be made during meetings. A majority of FPC members shall constitute a quorum. A quorum shall be necessary to transact business at any regular meeting of FPC.

Email Correspondence: If any action items arise outside of scheduled meetings, votes can be conducted via email.

Code of Conduct: All members shall comply with the Utah Officers and Employees Ethics Act, Sections 67-16-1, et seq., Utah Code Ann. (1953, as amended), the County Officers and Employees Disclosure Act, Sections 17-16a-l, et seq., and Salt Lake County Policy and Procedure No. 5650, and shall not endorse or promote any products or services.

Workgroups

Primary workgroups are approved by FPC, meet bimonthly (at a minimum), to accomplish strategic goals.

Secondary workgroups are ad hoc groups that are approved by the chair, city designee, and archivist, are task oriented and accomplish time limited goals.

Both groups present updates at each council meeting. All FPC members are *required* to participate in a workgroup. Participants serving on the workgroups are not required to be on the council. Each workgroup chair can accept members for their group without seeking the FPC's approval. These meetings are open to individuals and organizations interested in working on the workgroup goals.

Membership

City Designee: The FPC is coordinated by a City staff member designated by the Sustainability Department. The designee is responsible for representing the interests of the City at FPC meetings, and acts as a liaison between the FPC and the city's administration that can communicate food priorities.

Member Structure: The voting membership is comprised of a chair, archivist, and up to 15 other members. Members are representatives from all sectors of the food system including but not limited to production, processing, distribution, retail, consumption, access, nutrition, and waste.

Member Selection: Members will be selected based on individual qualifications and there will be no reserved institutional seats. However, priority will be given to applicants with expertise not represented on the council and with experience relevant to current projects. The chair, archivist, and city designee will recruit, screen applications, and recommend selected applicants for full board approval.

Member expectations: All new members agree to serve without compensation and are required to sign and agree to the expectations set forth in this document.

Term: Terms are 3 years beginning in December of the year appointed and ending in December of last year of

service. Members shall be limited to no more than *two* consecutive *three* year terms each. Members must reapply and be approved for each term. A full term constitutes two years or more if a person is filling an uncompleted term.

Attendance: FPC will meet 6 times a year. Members are required to attend at least 4 meetings per year. Call-in option will be available, however, is not preferred. Members may not send a designee if they are unable to attend. Failure to notify the chair and city designee and receive approval in advance any absence may result in an early termination of the member's term on the FPC. Members can invite guests to the council meeting with prior approval from the chair or staff designee. Guests must be added to the agenda to inform the council of their attendance.

Chair: The FPC is facilitated by the chair. The chair is elected annually and is responsible for creating agendas with city designee.

Archivist: The archivist is elected annually and is responsible for taking meeting minutes and uploading them and other documents to a shared FPC folder.