

Gorge Food Security Coalition
Coalition Structure - Updated Draft
March 10, 2017

Structure Assumptions

The structure is based on the following assumptions:

- Food security is having access to sufficient, safe, nutritious food to maintain a healthy and active life. It is built on three pillars:
 1. Food Availability: sufficient quantities of food are available on a consistent basis.
 2. Food Access: having sufficient resources to obtain appropriate food for a nutritious diet.
 3. Food Use: appropriate use based on knowledge of basic nutrition and care, as well as adequate water and sanitation, and food storage and preparation.
- A healthy, thriving, equitable local food system requires attention at every level of the food system, including the producing, processing, packaging, storing, transporting, marketing, consuming, and disposing of food.
- Prioritized list of gaps the Coalition will focus on filling (see last page)

Gorge Food Security Coalition

The Gorge Food Security Coalition meets quarterly, in January, April, July, and October of each year. The Coalition will receive updates, provide input on and guidance to the activities of the Workgroups, bring new ideas to the table, provide a forum for discussing and evaluating progress, and express and/or help to fill newly emerging needs and gaps.

Workgroups

The Workgroups are where much of the Coalition's work will occur. Coalition participants may serve on as many Workgroups as they desire and for as long as is necessary. Individual Workgroups will select a chair who will serve as point-of-contact to the Steering Committee. The Workgroups meet as frequently as the Workgroup participants deem necessary, likely more frequently in the first 6 months as specific work plans are developed. The Workgroups will send regular updates to the Steering Committee, which will be compiled and shared with the Coalition. The Coalition is free to create new Workgroups as necessary to assist the Coalition in accomplishing its goals.

Current work groups include:

- Direct Service and Engagement Workgroup- This group will work to inventory existing food services, identify gaps, and engage new partners and food insecure populations to develop services to fill gaps in the areas of greatest identified need.
- Food System Infrastructure Workgroup- This group will focus on filling gaps in food infrastructure, including storage, processing, distribution and production.

The last page of this document sorts the Coalition's priority gaps into this workgroup structure. The steering committee and work groups will work together to assess the goals and gaps in their column and create short-, medium- and long-term work plans based on the gaps they are working to fill.

Steering Committee

The Steering Committee will serve as an ongoing communication and facilitation structure to keep the Coalition and its Workgroups connected and working in alignment towards the goal of filling the identified gaps in the food system to “serve the entire food system, from producers to consumers.”

The Steering Committee will identify common measures and specific goals/targets to track our successes by the end of April 2017. The Steering Committee will also draft Operating Principles, to be reviewed and approved by the full Coalition. If a decision needs to be made by the steering committee or coalition, participants will ‘vote’ by putting their thumbs up for approval, to the side for neutral, and thumbs down for disapproval. If 85% of the Coalition approves or is neutral, that will constitute consensus for the Coalition.

The Steering Committee will meet monthly until such time as they decide meeting less frequently is prudent. The Coalition Program Manager will provide staff support to the Steering Committee for as long as this position is funded.

In the event that there is no longer a funded Program Manager position, the meeting organizer and convener roles would rotate among the Steering Committee participants and the meeting would be chaired by the person organizing it. A volunteer committee member would serve as scribe. The Steering Committee would determine if any further roles are necessary, e.g. Treasurer.

Steering Committee meetings are open- any Coalition participant may attend meetings and help to ‘steer’ the work of the Coalition. Many participants during the Oregon Solutions process expressed that they would like to see at least one representative from each of the five counties

represented by the Coalition. As such, the steering committee will seek representation from Sherman and Skamania counties, which are currently not represented on the steering committee.

Backbone Organization Gorge Grown Food Network currently serves as the backbone or hub organization of the Coalition. A backbone organization serves as a “center of gravity” for the Coalition, in accordance with the principles of Collective Action. As part of their role as a backbone organization, GGFN houses and supervises the Program Manager position for as long as it is funded. Among other duties, the Program Manager:

- Facilitates all Coalition and work group meetings and events, as well as other outreach and engagement meetings to connect participants and develop new projects.
- Drives the timelines and accountability for the Declaration of Cooperation and the commitments made therein.
- Creates documents communicating the Coalition’s work and progress for internal and external stakeholders and potential partners.
- Coordinates outreach for the coalition to new sectors or potential partners.
- Facilitates and coordinates Coalition projects, particularly its inventorying work.
- Maintains Coalition meeting and participant records, such as meeting summaries and directories.
- Researches the work and best practices of other organizations and agencies doing food security and coalition work, and applies to the Coalition’s projects and approach.
- Initiates and supports the development and implementation of evaluation methods for the Coalition’s work.

Timeline

In **April 2017**, the Steering Committee will discuss and identify strategies to continue to fund the Program Manager position, preferably at least through December 2017. They will also discuss methods of evaluation for Coalition success.

In **June 2017**, the Steering Committee will revisit the structure of the Coalition to determine whether moving towards a more formal governance structure, such as a Food Systems Council would be beneficial and appropriate or not. If so, they would draft implementation plans for the transition towards a more formal structure. They will make a recommendation at the Coalition’s third quarter meeting in July 2017.

In **July 2017**, the Steering Committee will draft Operating Principles for the Coalition, to be reviewed and approved by the full Coalition.

WORK GROUP ACTIONS AND VISION



Food Security Coalition

