



47th Meeting of the Cass Clay Food Commission

January 10, 2024 10:30 am – 12:00 pm
Location: Fargo City Commission Chambers

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| 10:30 am | 1. Welcome |
| | a. Approve Order & Contents of the Overall Agenda |
| | b. Review & Action on Minutes from September 13, 2023
(Attachment 1) |
| | c. Welcome to New Food Commission Member Jim Kapitan, Cass County; and Steering Committee Member Eric Hegg |
| | d. Mission of the Cass Clay Food Partners |
| 10:35 am | 2. Commission Introductions – Chair Preston |
| | a. Cass Clay Food Partners Video |
| | i. The Cass Clay Food Partners and Our Food System |
| 10:40 am | 3. Approve Appointments of At-Large Members – Adam Altenburg
(Attachment 2) |
| 10:45 am | 4. Cass Clay Food Partners Resource Review – Adam Altenburg
(Attachment 3) |
| 10:55 am | 5. Asset Inventory Review – Janice Tweet |
| 11:00 am | 6. Cass Clay Food Action Network Survey Results & Update – Janice Tweet |
| 11:10 am | 7. Civic Engagement & Our Food System: Three Big Ideas for 2024 – Noelle Harden |
| 11:30 am | 8. Steering Committee Updates – Michelle Draxten |
| 11:35 am | 9. Kudos & Community Recognition – Michelle Draxten (Attachment 4) |
| 11:45 am | 10. Public Comment Opportunity – Chair Preston (Attachment 5) |
| 11:50 am | 11. Commission & Steering Committee Roundtable: Community Updates & Meeting Reflections – Chair Preston |
| 11:55 am | 12. Future Meetings & Commission Action Steps |
| | a. Action Network Bingo – January 11, 2024 |
| | b. Next Coffee with the Commission Event – TBD |
| | c. Commission Meeting Schedule for 2024 (Attachment 6) |
| | d. Next Commission Meeting – March 13, 2024 |
| 12:00 pm | 13. Adjournment |

Cass Clay Food Commission meetings are taped and rebroadcast on cable channel TV Fargo 56 each Friday at 11:00 am. People with disabilities who plan to attend this meeting and need special accommodations should contact Savanna Leach at Metro COG at 701.532.5100. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Meeting minutes are available on the Cass Clay Food Partners website at www.cassclayfoodpartners.org and Metro COG's website at www.fmmetrocog.org.

Attachment 1

**46th Meeting of the
Cass Clay Food Commission
November 8, 2023
Fargo Commission Chambers**

Members Present:

Arlette Preston, Fargo City Commission, Chair
Heather Nesemeier, Moorhead City Council
Jace Hellman, Horace City Council (proxy)
Tony Grindberg, Cass County Commission
Paul Krabbenhoft, Clay County Commission
Dave Steichen, Dilworth City Council
Anna Johnson, At-Large Member
Joan Kopperud, At-Large Member
Carin Engler, At-Large Member
Jeff York, At-Large Member

Members Absent:

Mandy George, West Fargo City Commission
Jeffrey Miller, At-Large Member

Others Present:

Michelle Draxten, Fargo Cass Public Health
Rory Beil, Clay County Public Health
Noelle Harden, U of M Extension
Janice Tweet, Great Plains Food Bank
Erika Franck, Clay County Planning and Zoning
Deb Haugen, Cass Clay Food Partners
Cheryal Hills, Region Five Development Commission
Adam Altenburg, Fargo-Moorhead Metropolitan Council of Governments

1a. Approve Order and Contents of the Overall Agenda

A motion to approve the order and contents of the overall agenda was made by Ms. Kopperud and seconded by Ms. Nesemeier. The motion was voted on and unanimously approved.

1b. Review and Action on Minutes from September 13, 2023

A motion to approve the minutes for September 2023 was made by Mr. Steichen and seconded by Ms. Kopperud. The motion was voted on and unanimously approved.

2. Commission Introductions

Chair Preston lead Commission and steering committee members in a brief round of introductions.

3. Cass Clay Food Partners Resource Review

Mr. Altenburg explained that in the past eight years, the Cass Clay Food Partners had developed nearly two dozen resource documents highlighting urban agriculture, food access, sustainability, and other food systems topic areas relevant to the Fargo-Moorhead area.

He noted that these documents have included blueprints, which look at food systems from a land development code perspective; and issue briefs and snapshots, which provide more of an overview of an issue the community may have seen locally.

Mr. Altenburg provided a brief overview of the Incorporating Food Systems Language into Comprehensive issue brief developed in May 2021. Ms. Franck then discussed how Clay County has been using their recently adopted comprehensive plan to guide policy decisions regarding land use and zoning to develop regulations. She noted that the county was soliciting input from residents on a brief survey regarding land use and development.

4. North Central USDA Regional Food Business Center Update

Cheryal Hills, Executive Director of the Region Five Development Commission based in Staples, Minnesota, discussed the new North Central USDA Regional Food Business Center. She noted that the center is one of 12 new food business centers in the U.S. and serves North Dakota, South Dakota, and Minnesota.

Ms. Hills stated that the purpose of the USDA Regional Food Business Center is to spur economic opportunities across the region and create a more diversified and resilient food system. She said that the new food business centers are designed to create opportunities for targeted, region-specific solutions, maximize the impact of locally driven investment, complement and support other USDA programs, and ensure ongoing, regionally appropriate support and coordination.

Ms. Hills explained that the three responsibilities of the North Central USDA Regional Food Business Center included coordination, technical assistance, and capacity building. She stated that its technical assistance would provide direct assistance to small- and mid-sized food and farm businesses (producers, processors, distributors, and other businesses within the food supply chain, and food value and supply chain coordination. She further stated that the center would provide financial assistance through business builder sub awards up to \$100,000 to support projects focused on emerging regional needs and businesses working towards expansion.

5. Asset Inventory Activity

Ms. Tweet led the Commission through an asset inventory activity. She asked Commission and steering committee members to form groups and comment on assets they saw in the community, whether assets were regional or specific to certain communities, and what assets groups agreed on collectively.

6. Steering Committee Updates

Ms. Draxten provided an informational update to the Commission regarding the steering committee's recent activities.

7. Kudos and Community Recognition

Ms. Draxten highlighted several people and organizations for their work in the community including:

- Dilworth-Glyndon-Felton (DGF) School is launching its first Future Farmers of America (FFA) chapter. There are currently 20 FFA chapters within a 50-mile radius and DGF and CoBank announced a \$5,000 joint grant to assist in the startup of the new FFA chapter. CoBank is a cooperative bank serving vital industries across rural America. Future Farmers of America is a dynamic youth organization that prepares members for leadership, personal growth, and career success through agricultural education.

- Food of the North has served as the Cass Clay Food Action Network since 2017. During that time, Food of the North has hosted over 80 unique events, launched multiple community partnerships, and has been recognized as a driving force for change in the Fargo-Moorhead local food community. Food of the North's farewell celebration will be held Friday, December 1st, from 4:30 to 6:00 PM at Drekker's Brewhalla.

8. Public Comment Opportunity

Chair Preston informed the Commission that time would be allotted for public comments. She noted that members of the community may also submit comments via a comment link when Commission packets are emailed out.

No additional public comments were made.

9. Commission and Steering Committee Roundtable: Community Updates and Meeting Reflections

Chair Preston asked for the Commission and the steering committee to share any additional updates or meeting reflections.

10. Commission Action Steps

Chair Preston stated that the next Commission meeting would be held on January 10, 2024. She also mentioned that the First Fridays Farewell Celebration event would be held at Drekker Brewhalla in Fargo on December 1 at 4:30 PM and that the next Coffee with the Commission event would be on a date to be determined.

Chair Preston adjourned the meeting at 11:59 AM.



To: Cass Clay Food Commission
From: Adam Altenburg, Metro COG
Date: January 5, 2024
Re: *Approve Appointments of At-Large Commission Members*

In addition to members from each of the seven jurisdictions in the Fargo-Moorhead metropolitan area, there is provision for an additional five at-large members to serve on the Food Commission. It is the intent that at-large members bring additional and varied expertise to the Commission. At-large members are initially vetted by the Steering Committee before being brought to a vote by current Commission members. Each at-large member serves a two-year term.

The Steering Committee recommends the reappointments of Anna Johnson, Joan Kopperud, and Jeffrey Miller to additional two-year terms on the Commission.

Requested Action:

Approve the reappointments of Anna Johnson, Joan Kopperud, and Jeffrey Miller to the Food Commission



To: Cass Clay Food Commission
From: Adam Altenburg, Metro COG
Date: January 5, 2024
Re: *Cass Clay Food Partners Resource Review*

Since March 2015, the Cass Clay Food Partners has developed nearly two dozen resource documents highlighting urban agriculture, food access, sustainability, and other food systems topic areas relevant to the Fargo-Moorhead area. These documents have included blueprints, which look at food systems from a land development code perspective; and issue briefs and snapshots, which provide more of an overview of an issue the community may have seen locally.

In November 2023, the steering committee provided information on the issue brief for [Incorporating Food Systems Language into Comprehensive Plans](#). This month, the steering committee will present information from the snapshot on [Pollinator Habitats](#) and the issue brief on [Pesticides on Public Land](#).

All blueprints, snapshots, and issue briefs can be found at the link below:

<https://fargond.gov/city-government/departments/fargo-cass-public-health/health-promotion/cass-clay-food-partners/blueprints>

Requested Action:
None



To: Cass Clay Food Commission
From: Michelle Draxten, Fargo Cass Public Health
Date: January 4, 2024
Re: *Kudos and Community Recognition*

Since May 2022, the Cass Clay Food Commission has highlighted individuals and organizations for their work in the Fargo-Moorhead metropolitan area and the broader community. This includes awards and recognitions as well as state and local initiatives that support food systems and the values of the Commission.

In January 2024, the Steering Committee would like to recognize the following:

1. Local students break records at 2023 'Fill the Dome' with donated food

More than 50 area elementary, middle, and high schools participated in the 17th annual Fill the Dome event on November 20 and 21, 2023. With the help of Metro Area Student Ambassadors, area students raised over \$30,000 and collected more than 100,000 pounds of food and other necessities.

Since it began in 2007, Fill the Dome has raised over \$740,000 and collected over 2.5 million pounds of food.

<https://www.greatplainsfoodbank.org/take-action/participate-in-events/fill-the-dome/>

Requested Action:
None.



To: Cass Clay Food Commission
From: Arlette Preston, Chair
Date: January 5, 2024
Re: *Public Comment Opportunity*

The public comment opportunity is an open forum for the public to provide comments about specific items on this meeting's agenda, as well as any other issues that may pertain to food systems policies or programs. Members of the public may also submit comments online through the comment form link sent out with the meeting's agenda and packet. People may sign up to receive notices about the Cass Clay Food Commission at <http://fmmetrocog.org/get-involved>.

Comments to the Cass Clay Food Commission will be limited to one minute per individual or at the discretion of the Commission Chair.

Requested Action:
None



To: Cass Clay Food Commission
From: Arlette Preston, Chair
Date: January 5, 2024
Re: *Commission Meeting Schedule for 2024*

The following is the bi-monthly meeting schedule for the Cass Clay Food Commission in 2024. Meetings occur on the second Wednesday from 10:30 AM to 12:00 PM in the Fargo City Commission Chambers.

- **January 10**
- **March 13**
- **May 8**
- ***Summer Break***
- **September 11**
- **November 13**

Requested Action:
None