



Meeting Notes for Partners' Team Oregon Solutions --The Clackamas County Food System ONESStop

October 30, 2013
1:30 – 4 pm

Clackamas Community College Community Center, 127
Molalla Avenue at Highway 213|Oregon City, Oregon

Present: See Attached Attendants List

1:30 – 1:45 Sign In and Welcome

Conveners Schrader and Parini

1:45– 2:00 Self introductions of New Team Members

Convener Schrader/All

Opening Discussion from Convener's Schrader and Parini:

- Review of the ONESStop's designation as an Oregon Solutions project by the Governor. Note from Martha: reminder that this project was directed by the governor. This is a key initiative as part of the Agriculture Investment Plan.
- Discussion of the growing demand and need for support and services for beginning and existing farmers, including an increasing interest in sustainability, a collaborative approach and an interest in protecting natural resources from the agricultural community.
- Dan Bravin will be replacing Katie Lynd from Multnomah County.

2:00 – 2:15 Review of Meeting Summary, Recent Actions

Bob Wise

- Send Bob Wise an email if any changes from the meeting summary are needed.
- Ecotrust Food Hub website address is incorrect in previous meetings notes, should be <http://food-hub.org/>.
- Reminder of Oregon Solutions process: Governor selects special projects that would benefit from a collaborative approach. Often projects have a strong base of local support. Result of project is a Declaration of Cooperation which delineates what each organization will do. DOC is not legally binding but is similar to a memorandum of understanding.
- Findings of first meeting: Guideline principles for ONESStop (see below).

2:15 – 2:30 Review Guiding Principles

Bob Wise

Summarize and discuss guiding principles heard in first meeting to build the ONESStop and how to address specific issues:

- 1) Needs to address specific or customized challenges from each producer.

- 2) Needs to go beyond just data or websites to “navigators”. Provide experts who are accessible to talk to producers. Sometimes websites are not easy to navigate or easy to figure out and internet is not always available to rural areas.
- 3) ONEStop is a form of advocacy, advocating for producers and their success. It is an opportunity to share information and identify problems. Once these problems are identified then they can become a project.
- 4) ONEStop is an open system. This will require participation by certain groups to provide information flow to and from producers.
- 5) This is not an issues focused process. We are not trying to solve a specific problem such as land use etc. This will be creation of a network or system that will help producers solve those problems. Having producers part of this planning process is extremely valuable. If an issue is identified we will see if it fits into the concept design that ONEStop is looking at. Secondly the issue will be “parked”.

- Discussion of the scope of ONEStop, how to reach out to people, how to present and market, connect various users, sharing tool boxes.
- Discussion as to how large ONEStop should be, whether or not there will be employees, if it will require funding. Whether or not a dedicated staff will be needed. Likely it will grow over time or in phases.
- Discussion as to who will host the site and how to keep it personal while also not leaving one person or agency in charge of running a website.
 - **Decided that county will house, shepherd and care for the ONEStop site**
- Discussion as to what the architecture will look like and how the site will be maintained and continually updated and whether or not each participant can be responsible for maintaining their respective information.
- Discussion as to whether or not this group will continue after ONEStop is running and whether there will be an oversight committee.
- Discussion that the people that sign the Declaration of Cooperation are opting in and committing to provide this service.
- Discussion on the use of navigators who can link the producers and the people they are in need of help from without just offering a website link but with a “warm handoff.”
- Discussion of Megan and Amanda giving the group a presentation of how Ecotrust’s Food Hub works.
 - **Decided that this will be done at the November 21 meeting**
- Discussion of partners to be included: Congressional and state delegates have been contacted. Congressional delegation representatives will be at January meeting. There are additional education partners that could be included as well; Marylhurst now has a Masters in Food Systems.

2:30 – 2:45 Central Challenge the ONEStop is Addressing

Rick Gruen

- See Discussion above and below.

2:45 – 3:45 Implementation Portals and Navigators Bob Wise and Rick Gruen/All

Discuss the correct portals and brainstorm potential navigators.

- Terminology proposed for ONEStop:
 - **Portals**= subjects that growers are interested in.
 - **Navigators**=people within each portal to help with the warm handoff.
 - Network**=what each individual agency has to provide to the ONEStop.

- Discussion as to whether or not the suggested portals (portrayed in the power point and listed below) are appropriate. Also whether the portals should be broad topics that open up to smaller ones or more defined to begin with. ***See newly suggested portals in list below.**
- Discussion of the overlap between some of the portals and that they could be combined.
- Discussion of the difference between language and terminology used by agencies and that used by producers and potential ONEStop users. Getting producer feedback will be essential.
- Discussion of using focus groups to help design the site.
- Discussion that the survey conducted for the Agriculture Investment Plan could provide some initial insight. http://www.clackamas.us/business/agriculture_plan.html
 - **Amy Cook will look into survey further to provide summary analysis**
 - **Recommended that entire group look at the Investment Plan**
- Discussion that it may not be possible to provide every answer to every person with ONEStop but that possibly we focus on key areas of need (using survey and producer input) and do those very well in order to maintain the personal service.
- Discussion about the importance of defining farm size and how that is relative to different users. Should ONEStop be limited to any size? How would size be defined? By revenue, acres, production?
- Discussion of the inclusion of non-food production farmers. Christmas tree farms and nurseries already have industry advocacy groups and so food producers became the focus of ONEStop.
- Discussion of addressing the needs of farmers converting from non-food production to food production.
- Discussion of helping producers with industrial food production for schools, hospitals, etc.

Based on Ag. Investment Plan:

1. Finance and Legal
2. Compliance and Regulatory
3. Policy and Planning
4. Value-Added (processing, packaging, distribution)
 1. **Marketing could go here or could be the main title of this portal**
 2. **Tourism (could also be under education, marketing, grants/funding/financial)**
5. Conservation
6. Education
7. **Labor**
8. **Supplies, suppliers, farm equipment**
9. **Marketing**
10. **USDA service, farm to table, food stamps**
11. **Health (suggested may be under advocacy)**
12. **How to grow something**
13. **How to get started, planning**
14. **What to grow, how do I grow it, where do I go get more help**

15. Farm transfer of hands
16. USDA/agency
17. Advocacy/policy
18. Waste/disposal/how to take care of land and water/overproduction
19. Sustainability
20. Farm conversion from non-food to food production

3:45– 3:50 Action Steps **All**

- 1) Focus and consolidate the ideas discussed above
- 2) Take a second look at the survey to further refine the portals and provide functional descriptions
- 3) Take results of above to a focus group of producers for feedback
- 4) Take our group and other potential supporters and see how everyone fits into the framework we are designing
- 5) Have participants take a look at the Agriculture Investment Plan
http://www.clackamas.us/business/agriculture_plan.html

3:50 – 3:55 Meeting Dates & Next Steps **Bob Wise & All**

- Need to look into additional partners that would be valuable
- Next meeting may use breakout groups in order to refine these ideas further
- Next Meeting: November 21, 2-4:30 pm, Clackamas County Red Soils Building County Offices

3:55 – 4:00 Adjourn **Convener Schrader**

Calendar*
Oregon Solutions/Clackamas County ONEStop

Meeting	Date	Day	Time	Location
September meeting	9/19/13	Thursday	1:30pm – 4:00pm	Oregon City Red Soil County Offices (DSB 119/120)
October meeting	10/30/13	Wednesday	1:30pm – 4:00pm	Clackamas Community College Community Center, 127
November meeting	11/21/13	Thursday	2:00pm – 4:30pm	Oregon City Red Soil County Offices (DSB 119/120)
January meeting	1/23/14	Thursday	1:30pm – 4:00pm	Clackamas Community College / Environmental Learning Center – Lakeside Conference Room
February meeting	2/6/14	Thursday	1:30pm – 4:00pm	Oregon City Red Soil County Offices (DSB 119/120)
March meeting (Final Meeting)	3/6/14	Thursday	1:30pm – 4:00pm	Clackamas Community College / Environmental Learning Center – Lakeside Conference Room

Address for Oregon City meetings: 150 Beaver Creek Rd., Oregon City, OR – Development Services Building (DSB) Room 119/120

Address for Clackamas Community College meetings: 19600 Molalla Ave., Oregon City, OR – Environmental Learning Center, Lakeside Conference Room and Clackamas Community College Community Center, 127

* These meetings are scheduled in the table and will be held, as necessary, to reach agreement on the Declaration of Cooperation.