



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HEALTH

**File #:** 24-542

Board Meeting Date: 6/25/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Louise F. Rogers, Chief, San Mateo County Health  
Tamarra Jones, Director, Public Health Policy & Planning

**Subject:** Amendment to the agreement with Action for a Healthy Planet to continue in providing Network Management Services to San Mateo Food System Alliance and its associated committees.

### **RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Action for a Healthy Planet to continue in providing Network Management Services to San Mateo Food System Alliance and its associated committees, for the term of July 1, 2021 through June 30, 2027, to an amount not to exceed \$840,000.

### **BACKGROUND:**

San Mateo Food System Alliance (SMFSA) is a collaboration of community leaders focused on creating a better future for farms, people, communities, and the environment. SMFSA brings together stakeholders representing all aspects of the local food system, including agricultural producers, urban food growers, anti-hunger groups, institutional food service providers, nutrition education professionals, food recovery organizations, and those working on policies that impact the local food system.

On May 4, 2021, this Board approved an agreement with Action for a Healthy Planet (Acterra) to provide Network Management Services to the SMFSA and its associated committees for the term of July 1, 2021, through June 30, 2024, in an amount not to exceed \$450,000.

Since the SMFSA was established in 2006, the work has been led using a facilitated model. Public Health, Policy, and Planning (PHPP) provides the SMFSA's core funding and, in partnership with the SMFSA members, has decided to shift from a facilitated model to a network manager model, in response to the recommendation in the Vision for a San Mateo County Food and Farm Bill.

### **DISCUSSION:**

The County is amending the contract with Acterra to allow for a continuation of the SMFSA Network

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Manager Services. Acterra will continue to convene the SMFSA, support membership meetings, committee meetings, and continue to serve as the backbone organization for implementation of the Collective Impact Model. Public Health Policy and Planning will conduct a solicitation for the SMFSA Network Manager Services by releasing a RFP before the end of this contract term.

The resolution contains the County’s standard provision allowing amendment of the County’s fiscal obligation by a maximum of \$25,000 (in aggregate).

The amendment and resolution have been reviewed and approved by County Attorney as to form.

The Contract Compliance Committee has approved a waiver request to amend the agreement for additional three years.

It is anticipated that the contractor will facilitate 10 membership meetings and 20 committee meetings each year to advance the goals for the SMFSA.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2024-2025 Estimated</b>	<b>FY 2025-2026 Projected</b>
Number of membership meetings and committee meetings held.	30	30

**Equity Impact:**

This policy/initiative will positively impact underrepresented communities in the food industry. The SMFSA builds the capacity of its members, recruiting a more diverse membership to ensure the work can focus on addressing inequities in the food system. As network manager, the contractor will establish relationships with key partners and stakeholders who work with the SMFSA and identify new partners and stakeholders that represent historically under-served communities who have not previously been engaged with the SMFSA. Staff have been working on and will work on mitigating negative impacts that are hindering equitable outcomes for identified groups through education, collaborative action, and innovation. Stipends are available to SMFSA members to participate in meetings upon request.

**FISCAL IMPACT:**

The term of the amended agreement is July 1, 2021, through June 30, 2027. This amendment increases the contract amount by \$390,000 to an amount not to exceed \$840,000. Funds in the amount of \$130,000 is included in the PHPP FY 2024-25 Recommended Budget. Similar arrangements will be made for future years. It is 100% funded by Net County Cost.