



ND USDA Foods Advisory Council Agreement

Member Rules – July 2024

Council Purpose

The North Dakota USDA Foods Advisory Council advises the State Agency in decisions surrounding USDA Processed Foods. The council members are involved in specification writing for Diverted Food end products, providing feedback on USDA processed products, and assisting as needed.

Council Values

The council considers these values in making its recommendations to the Department of Public Instruction Child Nutrition Food Distribution.

- Assist in deciding USDA Proceeded Foods that benefit school meal programs by purchasing high quality, healthy, tasty, and versatile products that meet USDA requirements for meal compliance
- Proactive communication and positive relationships
- Solicit input of all food service programs regardless of size or location to ensure comprehensive decision making (surveys, food shows, etc.)

Council Member Benefits

- Networking Opportunities: The ability to network with peers and build relationships with other food service professionals
- Increased Understanding: Broadening RA's understanding of the USDA Foods programs from policy level to practical application of rules and regulations
- Provide Feedback: Discuss concerns with peers and participate in possible solutions
- Opportunity to Share: Council members have the opportunity to share what they have learned with other RA's
- Skills Development: Experience models of group process dynamics and increase personal and professional skills
- Enjoy Collaboration: Enjoy collaborating with the State agency and other peers while contributing to USDA Foods decision making

Council Member Selection & Terms of Service

- Council member solicitation will occur through various avenues during the school year
- Length of term: 2 years or 3 years
- Multiple terms: Consecutive terms are permitted (any member whose term is expiring will be required to go through the process of becoming a new member)
- Recruitment Efforts: Annual recruitment for new members will be conducted
- Maximum Seats: 10 Council member seats
- Signed Agreement: Council members will be required to sign and submit the Advisory Council Agreement

Council Member Resignations & Replacements

Council members are expected to attend meetings; however, a proxy may attend on behalf of the member upon prior approval. If a council member is unable to attend meetings on a regular basis, the member will be encouraged to resign to ensure proper representation. ND DPI CNFD and council members may participate in recommendations for replacements.