

## **Meeting Minutes**

### Good Food Purchasing Policy Task Force

September 16, 2023

12:00 pm – 1:00 pm

WebEx Recording: [Post Meeting Detail - Webex](#)

- I. Call to order
  - a. 12:04 pm
- II. Roll call
  - a. Members present: Rob Baren, Kathryn Bernstein, Eliot Clay, Rodger Cooley, Kara Shannon, Sonya Harper, David Koehler, Mackenzie Hess, Ciara Wagoner, Gerrin Cheek Butler, Chris Young, Ellen Daley, Bridget McHatton, Dakarai Howard, Jacenta Wilson, Jean Sandstrom
  - b. Members absent: Marcos Cenicerros, Jose Oliva, Rena Cotsones, Dan Swanson, Katherine Tople, Ron Wilson
  - c. IDOA staff present: Tyler Bohannon, Dakarai Howard, Clay Nordsiek, Jeremy, Kristi Jones, Jeremy Flynn, Jerry Costello II, Patty Mabe
- III. Approval of 7/15 Minutes
  - a. Motion to approve: Rob Baren; Gerrin Cheek Butler; 7/15 minutes approved.
- IV. Good Food Purchasing Program Discussion – Ellen Daley, Chief Procurement Officer
  - a. The procurement code and a joint purchasing act that governs how the state engages in the procurement process.
  - b. This is regulated by four procurement officers: Bridget McHatton, Ellen Daley, Jacenta Wilson, Jean Sandstrom.
  - c. State agencies are responsible for determining need. Once need is determined, a request for procurement is put forward. Those solicitations are then published to an e-procurement bulletin in the procurement portfolio consisting of sixty board state agency boards and commissions.
  - d. These are then advertised to vendors. Vendors then have the opportunity to propose or bid on those solicitations.
  - e. Evaluation and responsiveness review are the next steps in the process of determining if specifications are met. Awards may then be administered to responsible bidders.
  - f. In RFP situations, there is an evaluation process, which includes a commitment to diversity element. This commitment to diversity examines closely what vendors are doing to meet diverse goals in procurement.

- g. Affirmative action plans, diversity in c-suite staffing, and community engagement in the promotion of diversity are all considered. This then informs the overall score which is combined with the technical score and awardees are determined.
  - h. Grateful to the Governor and General Assembly in their procurement partnership.
  - i. HJR 33, adopted June 1, 2021, formally established the Good Food Purchasing Policy Task Force.
  - j. Task Force is responsible for studying the procurement of food how it operates in the state and how good food purchasing can be implemented.
  - k. The goals set forth are to maximize the procurement of good and healthy food that are sustainably, locally, and equitably sourced. Important to keep these considerations in mind.
  - l. The [Local Food, Farms, and Jobs Act](#): this is an existing statute that addresses food procurement. We can look to certain provisions of this law to inform this work.
  - m. Certain bidders may be given preference if they are utilizing locally sourced food or farm products.
  - n. CPO Notices are the method by which Chief Procurement Officers (CPOs) issue policy. BidBuy is one of the e-procurement platforms utilized by the state.
  - o. Baseline Assessment Questions for consideration (enclosed hereunder).
  - p. Working Group established to address proposed assessment questions. Motion to approve creation: Rodger Cooley; Eliot Clay.
- V. Member Updates
- a. N/a
- VI. Quarter 4 meeting date (tentative)
- ~~Monday, December 9~~ Monday, January 13, 2025
- VII. Public Comment
- a. N/a
- VIII. Adjournment
- IX. a. Motion to adjourn: Sen. David Koehler; Rob Baren.
- i. 12:48 pm.



## Background

**House Joint Resolution 33 (102<sup>nd</sup> GA)** adopted  
6/21/2021

1) creates the Good Food Purchasing Task Force

2) The task force is to study:

- Current procurement of food within the State
- Explore how Good Food Purchasing can be implemented.

3) Goals of Good Food Purchasing:

- Maximize procurement of food that is:
  - healthy
  - sustainably sourced
  - locally sourced
  - equitably sourced

**Local Food, Farms, and Jobs Act (30 ILCS 595/)** -

Statute addressing food procurement

- 1) somewhat addresses the third goal of Good Food Purchasing – locally sourced – depending on what is considered “local”
- 2) Section 10(a) establishes the goal that 20% of all food and food products purchased by State agencies and State-owned facilities shall be local farm or food products
- 3) Section 5 defines “Local farm or food products”:
  - grown in Illinois, or
  - processed and packaged in Illinois using at least one ingredient grown in Illinois.
- 4) Section 10(c) provides a bidding preference:

“when a State contract for purchase of food or food products is to be awarded to the lowest responsible bidder, an otherwise qualified bidder who will fulfill the contract through the use of local farm or food products **may be given preference** over other bidders, provided that the cost included in the bid of local farm or food products is **not more than 10% greater** than the cost included in a bid that is not for local farm or food products.

5) Section 10(e) requires State agencies that purchase food or food products to publish on procurement bulletins on January 1, 2024, and each January 1 thereafter, notice of their purchases of local farm or food products for the immediately preceding fiscal year.

- This reporting requirement was added by PA 102-1119 effective 1/23/2023

**CPO Notice 2023.10** - Issued 2/26/2023

1) Requires all State agencies and State-owned facilities that purchase food and food products shall publish a notice on BidBuy that includes:

- total dollar value of food and food products purchased for Fiscal Year 2023 and
- total dollar value of “local farm or food products” purchased in in Fiscal Year 2023.

2) The departments of Human Services and Corrections published reports.



## Analysis and Questions

### Baseline Assessment Questions

- What is the State's current healthy food standard?
- Do standards vary by agency/institution?
- How much (quantity, value, type) food is being purchased annually?
- How much of the food may qualify initially to meet the GFPP standards?
- Has a cost comparison been completed for current food vendors versus qualifying local food vendors?
- Has a terms and conditions comparison been completed for current food vendors versus qualifying local food vendors?

- Which agencies/locations are purchasing food?
- Do we have a map of all State facilities in IL that make food purchases?
- Do we have a list of the vendors providing qualifying/desired meat, poultry, and seafood products?
- Do we have a list of the vendors providing of other qualifying products?
- How many vendors are available near each State facility?
- The map of vendors needs to include owners of:
  - Diversity
  - People impacted by current economic marginalization
  - People impacted by historic economic marginalization
- Has the City of Chicago, CPS, Parks department or New York City provided answers, information, and data to the State on the success of their programs?

A meeting with these leaders should be held to learn from them

City of Chicago/Adopt to State

- State Agencies requiring procurement or service of food to adopt **Good Food Purchasing Standards**

Action Plan:

1. Communicate Good Food Purchasing Standards to appropriate suppliers – including distributors and foodservice companies – ask them to share data to allow the State to create a baseline for assessment of food procurement practices (can include outreach – session on Business Development, Operations, and Capacity Building – include supply chain professionals, agriculture experts and food system thought leaders)
2. 6 -12 months after the baseline assessment completed, develop a multi-year action plan with benchmarks to measure success (include accountability systems with vendors to verify sourcing



commitments and assess current food procurement practices)

3. Look at the State law within 6 months after the baseline assessment was completed, incorporate Good Food Purchasing standards into new procurement requests and contracts for State agencies
4. Commitment to full and robust analysis and implementation of Good Food Purchasing Standards