



Meeting Minutes

Work Group: Data Management and Research

Date: 6/16/11

Time: 5:00

Location: 1000 Broadway

Attendance

See sign-in sheet

General Discussion

- Group introductions
- Drafting and finalizing a call to action for student researchers
- Updating the metrics template

Agenda Item 1: Approval of minutes

- **Discussion:** It was agreed that we need to draft and finalize a call to action/ invitation to student researchers to work with OFPC. Would it be accurate to frame this opportunity as an internship? We could also pitch it as a group project to studio classes, etc.
- **Action:** Step one is to find Alethea's announcement and modify it. Allison will ask for volunteers to take this on. We hope to have this ready to go by the end of July.

Agenda Item 2: Metrics template

- **Discussion:** The metrics template feeds into the idea of a food systems report card. How often do we need to do an evaluation of the state of the food system – every five years? First, we need a roadmap for when we can expect new data to become available. If information we need is not available, then we need to figure out how we can collect it. We also need to track internal progress toward achieving our first ten steps.
- **Action:** Mark will share Iowa's report card. Mark will begin the process of organizing the data we currently have in the template into long/short-term, when do we get it, etc. Hopefully this will be in place by December.

Minutes submitted by Allison Pratt