

Action Plan to Find, Uplift, And Cultivate Local Business through the Countywide Food Contract

1. Focus Area: Improve Vendor Data Collection & Reporting

Goal: Strengthen data accuracy and completeness for all six Board Policy B-75 value categories.

Actions:

- 1a. Work with Sysco Foods to help finalize data submission for the one-year data analysis with TA Provider (Karen Karp & Partners).
- 1b. Incorporate seasonal purchasing patterns into assessments.
- 1c. Develop data checks across select product categories to validate the product location
- 1d. Create and conduct internal training for County staff on interpreting Board Policy B-75 metrics.

2. Focus Area: Develop and Launch the Supplier Directory

Goal: Identify and support local, small, and equity-informed suppliers to increase participation.

Actions:

- 2a. Complete development of the Board Policy B-75-aligned supplier directory.
- 2b. Include search functionality by value category.
- 2c. Publicize the directory through multiple channels.
- 2d. Offer optional enrollment in technical assistance programs.

3. Focus Area: Expand Stakeholder Engagement & Technical Assistance

Goal: Increase vendor and departmental readiness to meet Board Policy B-75 standards.

Actions:

- 3a. Host stakeholder roundtables.
- 3b. Continue participation in community events.
- 3c. Deliver technical workshops for small businesses.
- 3d. Promote the Supplier Interest Form and connect submissions to support.

4. Focus Area: Promote Utilization of Special Order and Harvest of the Month Programs

Goal: Expand access to and use of sustainable and locally sourced products.

Actions:

- 4a. Conduct trainings on how to use the Special Order Form.
- 4b. Promote incorporating “Harvest of the Month” into menu planning.
- 4c. Track and report product use quarterly.
- 4d. Identify and resolve barriers to utilization.

5. Focus Area: Enhance Community Engagement and Visibility

Goal: Ensure Sysco Foods fulfills contractual obligations to support outreach, visibility, and collaboration with County departments and community stakeholders.

Actions:

- 5a. Sysco Foods participates in ongoing outreach events and community engagement meetings.
- 5b. Promote the Supplier Interest Form at all outreach events.
- 5c. Attend and actively engage in meetings/workshops with HHSA-Public Health Services, Sheriff’s Office, and HHSA-Edgemoor.
- 5d. Provide quarterly updates on outreach activities and engagement efforts.

6. Focus Area: Ensure Compliance with Board Policy B-75 Across Countywide Food Contract

Goal: Ensure Countywide Food Contract administered food service programs and operations adhere to the six (6) value categories established in Board Policy B-75.

Actions:

- 6a. Communicate Board Policy B-75 requirements to Countywide Food Contract who administered food service programs.
- 6b. Provide training and resource guides on the six value categories.
- 6c. Establish regular reporting mechanisms for Countywide Food Contract
- 6d. Monitor and evaluate program adherence through quarterly audits and feedback sessions.