

## POST-EVENT ACTION PLAN

ACTION	WHO	RESOURCES	WHEN/WHERE
Produce Forum report, and distribute	Claire to compile session notes, Laurie to write report and distribute		Notes by June 1 Draft Report by June 5, 2018 to Planning Team; release by June 11<amended to June 18>
Prepare report for Buy BC	Laurie G	Feedback forms, session notes	by June 30
Create a digitized Map of Food Assets identified	Looking for project partner to complete this task.	free online software	July 31
Follow up with First Nations Health Authority on participation and planning	Laurie G, Sandra Harris, Janet Melanson, Jeannie Parnell		by June 11
Form working group to establish Terms of Reference for Advisory Board	Laurie to call meeting and prepare Terms of Reference.	Draft Terms of Reference	June 21
Fundraise, create job description, hire staff	Working Group, Laurie	Private and public funders, job description	by September 30
Interactive Display at Farmers Markets	Planning Team plus interested people; Laurie to lead	Borrow pop up canopy, table, chairs	Smithers, Terrace, Hazelton by August 31
Design Pilot Project for Commercial Root Cellar	Laurie and Limwell	Need funding	Initiate Project Design by July 15; develop plan for approval by Aug. 15.
Develop a NWBC Food Security Strategy	Paid staff and Advisory Board	Need funding; partner with other agencies developing strategies e.g. NHA	Proposal to write strategy in time for budgeting process in October 2018; completed by Dec 2019
Plan for another annual Forum	Paid staff and Advisory Board	Need funding	April 2019, Terrace
Support and promote other projects as capacity permits.	Paid staff and Advisory Board		
<b>UPDATED JUNE 11, 2018</b>			