

Ontario Federation of Agriculture

Policy Advisory Council Steering Committee

Role and responsibilities

The Policy Advisory Council (PAC) membership is elected each Fall, at OFA's Regional Annual Meetings. The PAC serves to provide policy advice to the Ontario Federation of Agriculture on issues forwarded by the OFA Board of Directors and/or initiated by the PAC membership.

In addition, the OFA regards the PAC membership as a valuable pool of volunteers, able to serve as a two-way conduit of information with membership, as helpful advocates of OFA positions and as valuable spokespeople for the industry. As such, OFA undertakes to inform and train PAC members to serve in these roles.

The work of the PAC will be guided, in part, by a Steering Committee of three PAC members, elected annually by the PAC. The Steering Committee will also include representation from OFA staff and Board.

The role of the Steering Committee will be to:

- Identify and recommend meeting dates and locations for PAC meetings for the year.
- Adjust meeting dates and locations if deemed necessary
- Solicit input from the OFA Board, PAC members, and County Federations on the agenda of upcoming PAC meetings at least 8 weeks in advance of the meeting date
- Establish a draft PAC agenda at least 6 weeks prior to the meeting date. The agenda may include (but is not limited to):
 - identified county concerns,
 - OFA updates on policy topics under review,
 - training/learning,
 - identification of emerging issues,
 - policy recommendation development,
 - member outreach initiatives
- Ensure meeting reports are distributed in a timely fashion
- One PAC Steering Committee representative will serve as co-Chair of the meeting.

OFA

November, 2017