

MARKET ENFORCEMENT ADVISORY COMMITTEE GUIDELINES

AUTHORITY: California Food and Agricultural Code, Chapter 7.2, Section § 56702

PURPOSE: The committee shall advise the secretary and make recommendations on, among other things, all matters pertaining to the Market Enforcement Branch licensing programs, including setting the appropriate fees for those programs.

DUTIES: Committee members shall vote and confer with the CDFA, Market Enforcement Branch; with industry organizations whom the committee members represent, and other cooperative agencies relative to matters involved in the administration and enforcement functions of the Market Enforcement Branch.

The committee shall meet and confer with the CDFA, Market Enforcement Branch on topics related to:

1. Improvements and changes in the administration and enforcement of the Produce Dealers Act and Processors Law and any rules or regulations there under
2. Procedures established and performed by the Market Enforcement Branch
3. License fee structure
4. Branch budget, including revenues and expenditures
5. Additional funding sources for the Branch
6. Legislation designed to improve and streamline the functions of the Branch as well as Legislation that may impact Branch operations
7. Strategic direction of the Branch

COMPOSITION: 12 Members

The committee shall consist of up to 12 voting members, which shall include a balanced representation of growers, processors, and produce dealers, or representatives from organizations that advocate on behalf of these industry groups.

**BY WHOM
SELECTED:** The Department of Food and Agriculture's designated authorized representative.

**TERM OF
OFFICE:** (a) The term of office for a member of the committee is three years. If a vacancy exists, the secretary shall, consistent with the membership requirements described in subdivisions (a) and (b) of Section 56702, appoint a replacement member of the committee for the duration of the term. The secretary may remove a committee member at any time.

ATTENDANCE: Attendance is requested at all meetings. Absence of organization representation after three consecutive meetings may result in removal from membership, unless previously notified and approved by a designated Market Enforcement representative. Participation may be conducted from nonstationary locations.

SELECTION

CONSIDERATION: In making the selection of membership, the CDFA shall take into consideration the recommendations of organizations and associations of cattlemen, major produce markets, and major organizations engaged in the marketing of fresh and processed farm products.

MEETINGS: The committee shall meet at the call of the Market Enforcement Branch in consultation with committee members. The committee shall meet at least once a year to review the annual budget and licensing fees. Additional meetings may be held as necessary, however rarely exceeds more than twice annually.

The meetings of the committee shall be held in the office of the California Department of Food and Agriculture in Sacramento, California, or elsewhere within the State as needed.

RECORDS: All records of the committee shall be provided upon request.

COMPENSATION: The members of the committee shall not receive a salary but may be reimbursed by the department for attendance at meetings and other committee activities authorized by the committee and approved by the secretary.