



Meeting Minutes of February 11, 2015

Meeting Called to Order: The Meeting of the Missouri WIC Association was called to order at 10: 25 a.m. on February 11, 2015, by Rhonda Breitenbecher, President. A quorum was present.

Present:

Board Members: Rhonda Breitenbecher, President; Acey Staples, Vice President; Jan Glaze, Treasurer; Margie Beckmann, Secretary; Heidi Loecke, NW Rep; Camille Roland, C Rep.; Amy Callico, E Rep.; Cheryl Nelson SE Rep.

Committees: Sasha Vandeven, Derek Nelson, Delcena Hamilton, Suzanne Ball

Absent: District Reps: Deb Cullum, NE Rep; Tammy Drake, SW Rep.;
Committee Members: Jodee Lampe; Erin Harris

Guests: Susan White, WIC Chief; Megan Hickey, St. Louis County

*List was passed around for update information of attendees.

Approval of Minutes:

Minutes were presented from the November 12, 2014 quarterly meeting.

A motion was made by Jan Glaze to approve the minutes from the November 12, 2014 quarterly MWA Meeting. Cheryl Nelson 2nd the motion. Motion passed.

Financial Report:

Jan Glaze, Treasurer, presented the Financial Statement as of February, 11, 2015. Bank Statement balance for February 1, 2015 was \$63,225.25.

Expenses for the State WIC Conference totaled \$56,660.79.

Acey Staples, made a motion to approve the financial report as presented. Amy Callico 2nd the motion. Motion was passed.

- Jan stated that the T-shirt sales ended up not making any money because of orders after the conference. Purchase of more t-shirts \$582.00 and postage cost was \$178.00. Will need to think about this in future years if t-shirts purchased after conference, fees would increase because of increase costs of new order for t-shirts being produced and the postage costs.
- Jan sent Agencies overdue payment notice letters from conference. Have not received any payments back as of today. Knowing there was much confusion with State funds; do we continue to pursue this if they don't pay? It is known that some agencies assumed that the State was covering their costs. Suggestions were: In future, may need to send out letter to agencies letting know before the conference if they are paid. Have a separate check in line for those that did not pay.
- Reimbursed money to a few agencies that requested. Not sure how we know what money needs to be refunded if it was State or Local funds? Will not refund money unless agencies inquire. Feel though that it is too late for this now. For future conferences may want to post a set cut-off date for refund requests. Does cost of those that paid and did not attend offset the cost of those that didn't pay, but did attend?

District Meeting Reports:

North West – Heidi Loecke reporting. A meeting was held January 28, 2015. She reviewed items of discussion. Copy of minutes will be posted to website and filed with the Secretary.

North East – Deb Cullum was absent but Rhonda reported that Deb is working with district to get a meeting initiated.

Central - Camille Roland reporting. No district meeting was held this quarter.

Eastern – Amy Callico reporting. A Meeting was held January 16, 2015. She reviewed items of discussion. Amy will send minutes to the secretary when completed.

South West – Tammy Drake was absent. Rhonda reported that the Tammy is working with the district to get a meeting initiated.

South East - Cheryl Nelson reporting. Will be having a regional meeting on 3/31/15. She will be talking about a district meeting being initiated at that time.

Committee Reports:

Rhonda passed out a description of the MWA Committees. She stated we need to get all committees up and going and set up with a chair person. Finance and Advocacy need an executive board member to serve on the committee. The other committee's executive board members can serve as an ex-officio.

Board Development – Deb Cullum not present. By-laws were available for those that did not have a copy.

Conference – Sasha Vandeven presented the survey results from the Conference. A few things that seemed to be listed often were that the hotel was not large enough to accommodate us. Sunday start. Water stations not available. Reception food lines were not set up to run smoothly. Will

discuss some of the results at the May workshop. Need to ask Erin Harris if she is still willing to Chair the Conference Committee.

Communication/Web Site – Website needs to be updated. Derek Nelson, Heidi Loecke, Sasha Vandeven, and Megan Hickey have agreed to work on the Committee. Need a Chair and co-chair of website. Rhonda will set up a meeting to discuss this. To get ideas for pictures for the website go to shutterstock.com. Let Rhonda know by the # indicated on each picture. Be thinking about other ideas/ways to improve or modify the website.

Advocacy/Local Agency – No report.

NEW BUSINESS:

- May workshop - Tentatively set for June 4 & 5th. Local agencies have to pay for rooms. MWA pays for meals. Need to check with Larry Dickerson's availability. Rhonda will e-mail when a tentative place is determined.
- Establishing a Finance Committee – Jan Glaze chairs the Finance Committee. Rhonda appointed Delcena Hamilton to the committee. Suzanne Ball agreed to be on the committee. If you wish to serve on the committee, communicate to Jan and cc to Rhonda. Background checks need to be done with the committee members and the Executive Committee since they are able to sign the checks. If you have had a back ground check in your local agency, are we able to get a copy of those records instead of paying to have it done again?
- Need to look into doing conference calls with Local Agencies that want to be involved with the MWA but unable to travel to MWA Meetings.
- Rhonda would like to see the MWA funds be used to send two MWA Executive Board or Committee members to attend the NWA Conference May 17, 18 & 19th. The cost will be about \$1500 - \$1800. Feel it is a good idea to bring new ideas and thoughts to the table when attending.

Motion: Cheryl Nelson made a motion to offer two scholarships too active participating board and committee members of the MWA to attend the NWA Conference each year. Camille Roland 2nd the motion. Motion passed unanimously.

It was decided to do a random drawing of members that indicated that they would be able/like to attend. Derek Nelson and Erin Harris were drawn. Tammy Drake will be an alternate.

- Mom's Fresh stores – Rhonda still in contact, and would like to see a store placed in Kansas City and St. Louis. Brenda Brewer, Truman, was going to contact the coalition in Kansas City to see if we can get information to them and to make this happen. Inner cities are limited with stores. With no vehicles, and having to take the bus it takes 2-2 ½ hrs to get groceries. Walking would be 2-3 miles to the nearest store. Oklahoma is one of the closest States that has a Mom's store. Rhonda would like set up a tour at one of the stores.
- Mandatory Nutrition Training - Many expressed it was a little overwhelming. Items that we will discussed with Susan White were:
 - Agencies were not aware of the March 31st, 4:00 when the system goes down for the April 1st updates.
 - List monitoring findings in more detail.

- Can the power point come out sooner so we can get started on the trainings?
 - Do all the trainers have all the same information to do these trainings? Seems not everyone is on the same page.
 - Evaluations need to be done in each of the trainings
 - Suggest TA staff get info before training to review so discrepancies with State and TA staff can be avoided.
- Rhonda would like to send invites to all WIC agencies about the MWA meeting. Will put a letter together and send to Board Members of input.
 - Jan Glaze touched on a few findings they had in their monitoring in November. She was not aware of comparing check #'s to the signature pad before signing. She said that Rights and Responsibilities were not being discussed from the WIC folder. She asked why they didn't highlight this area on the folder if it was so important that these be addressed with clients. They were being monitored on MCA, and MCA had not been in effect. Derek Nelson said they had a SOAP note issue. One agency expressed that their WIC Certifier's came back from training with different ways of doing things.
 - Rhonda attended the State staff meeting. Felt it went well. Many were not aware of what MWA does. She felt that with MWA representation that it would help make an impact with State Staff. State Staff strategic planning meeting will be held in March. Altirum will be present with comments Local Agency surveys. They will offer suggestions from the survey comments. Grace Hill has been invited to attend the meeting. Acey Staples and Kristin, another individual from his staff will attend.

Break for Lunch at 12:15 p.m.

Meeting with Susan White, WIC Chief at 12:30 p.m.:

Caseload in January has increased over 1000 for the State. Sending notices out soon for the mid-year adjustments.

State budget was cut by one million this year. Local Agencies are given money off the top and then State works with what is left. 2014 budget years monies were spent better this year. Susan asked if the flat rate help this year. Those present felt that it did make a difference.

Project Enhancement Grant funding is due March 9. Money goes to the end of September. Plan is to request USDA for this money every year. But hopefully will be able to start this process in October.

MOWINS/E-WIC – Two technology projects.

Researching what needs to be updated in MOWINS, and getting down to the core to see what can be taken out or not being used.

E-WIC funding – Hopefully by late 2015 will start testing. Contractor will then audit stores of equipment that needs to be updated. April 2016 possible piloting which takes typically 6 months.

Discussed the April Food Package Changes -

CVV exceeds amount difference can be paid by cash, SNAP, etc. Not all stores will have the capabilities to do this process because the WIC check is tax free and will not be able to add tax to the difference. Big Stores like Wal-mart and Schnucks for now.

Fat free refried beans, yogurt Dannon, Yoplait, and store brands. WIC updates will be coming out with this.

June CVV 9-11 month old because it is an enhancement. Fresh fruit and vegetables only.

MICR Printers - Susan asked if anyone is having issues with the check printers. The State is allowed up to 2% of rejected checks. Need to be aware of checks coming out crooked. Call ITSD if this is happening. Most printers have been in our agencies since 2009. No maintenance has been done on them. Several mentioned that the 9512 printers were spitting out ink on to the checks. When we start the e-WIC the printers will only be used for shopping lists.

In 2016 USDA has been mandated to look at certification and program integrity

Separation of duties – all states are changing. There will be training.

Administrative Training in March will address certification findings, separation of duties and participant fraud.

Altirum will present will present plans at State Strategic meeting in March. 5 year plan will be worked on.

Nutrition Monitoring Training comments:

The system will not be going down March 31st at 4:00 as indicated in the trainings. Melissa will send out an e-mail to let agencies know.

Will look into getting the Power Point out before March 1st.

Will send out the Nutrition Findings in more detail to local agencies.

Rhonda suggested that we have evaluations to fill out with the trainings. And that TA Staff and State Staff are communicating the same information to Local Agencies.

Susan reminded everyone that it has been a difficult year with FNS in getting all of the changes/ information out with the trainings.

Melissa Seaver – speed issue of MOWINS has been a problem in last month. She asked if anyone noticed MOWINS slower since Monday. If so, need to call the Help Desk. They have certain information they will want to ask you about the issues. IT running traces on network and data base, so need this information. Laptops are questioned at how often they need to be turned on for updates. Seems to be less than the 30 days. Leave on all night for downloads. Melissa is not aware of any of this.

ADJOURNMENT:

Acey Staples made a motion to adjourn the meeting at 2:00 p.m. Heidi Loecke 2nd the motion. Motion carries.

NEXT MEETING: June Workshop Retreat. Date/Place to be confirmed.

Minutes Respectfully Submitted,

By Margie Beckmann, Secretary