



Meeting Minutes of August 12, 2015

Meeting Called to Order: The Meeting of the Missouri WIC Association was called to order at 10:10 a.m. on August 12, 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; Deb Cullum, NE Rep; Camille Roland, C Rep.; Amy Callico, E Rep.; Cheryl Nelson SE Rep.; Deb Cullum, NE Rep;

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

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

Guests: Susan White, WIC Chief; Melissa Seaver, HPR III; Randy Walton, Vendor Manager

Approval of Minutes –

Minutes were presented from the February 11, 2015, quarterly meeting.

A motion was made by Jan Glaze to approve the minutes from the February 11, 2015 quarterly MWA Meeting. Camille Roland 2nd the motion. Motion passed.

Financial Report –

Jan Glaze, Treasurer, presented the Financial Statement as of August 12, 2015. Bank Statement balance for August 1, 2015, was \$57,471.93. Expense totals reflected the Strategic Planning meeting and bi-yearly corporation filing fees were paid. Jan is showing Delcena how to do the financial process. This year the State is paying for the NWA membership fees for Local Agencies. Treasurer will fill out the application for the NWA membership fees for MWA. Will be looking into a debit card through the credit union for MWA.

Cheryl Nelson, made a motion to approve the financial report, Deb Cullum 2nd the motion.

Items of Discussion:

- Post Strategic Planning Session and committee discussion.
 - Notes from the Strategic planning sessions and the Committee review were presented.
 - Committees are set. Need to choose a Chairman and a Co-Chairman.
- Deb Cullum will serve as the election committee Chairman.
 - Rhonda presented a couple drafts of a “District Representative Election application”. She will get with Deb to put an application together to send out to local agencies for those that would like to represent their district in MWA.
- Rhonda will get lists together of TA teams and their districts.
- Rhonda will be talking and updating us on the NWA Board Meeting that she is setting on. Strategic planning meeting that lasted 3 days. Good information. Integrity issues, VOC process will run smoother, separation of duties, change the WIC process –easier way to stream line. Vendor plays a big roll of our process. Staff also plays a role in how they treat clients. New possible procedure to submit proofs on-line. Formula rebate still an issue. May put a newsletter together of information she finds out to all the NWA board and committees.
Next meeting in October.
- We need to be on board with Advocacy there is a webinar on the NWA website under Advocacy tab. Many things being looked at by our legislatures. When you contact legislatures need to be sure to do it at home and not work phone. E-mails personal computer. Another Government shutdown could be possible.
- Acey sat on the 5 year state plan committee. Monitoring was an area of concern that was needing to be approved upon with a better report of the explanation of findings and also more positive feedback.

District Meeting Reports:

Susan has indicated she wants to assist Districts that do not have a District Meeting. She wants to be involved with getting these set up and attending.

Send electronic version of district meetings to Margie for minutes. Margie will forward to Suzanne to post on the website.

North West – Heidi Loecke Reporting. Susan and Kathleen Davis attended the District Meeting July 29th.

North East – Deb Cullum Reporting. Met in June. WIC 19 discussed. Seems to be across the board with other districts. Will bring this to Susan’s attention. Leona Greer will be doing their local breastfeeding training at the next district meeting so everyone has this required training. Next meeting September.

Central - Camille Roland Reporting. Conference call set up for August 26th. Camille requested an up to date contact list for her central district area so she knows who to notify. Suggested contacting her TA team for support.

Eastern – Amy Callico Reporting – met on July 17th. TA staff present. Present from State were Betty Cassidy, observing and Jason Seehusen the inventory person at State gave us a power point on MO WIC Inventory Procedures. Custody issues a concern and policy in WOM not clear. MCA issues.

South West – Tammy Drake absent.

South East - Cheryl Nelson, Region G met in March. Tracy Hardcastle is lead County for the region. September 25th will be the date for the district meeting. Have a new district nutritionist hopefully they will be meeting her. Susan will be attending. Terry Boston, TA team not being cooperative with getting district meetings going in South East.

Committee Meetings/Reports:

Board Development Committee – Will work on an election committee. Sasha Vandeven was absent at the Strategic Planning Workshop in June, so she expressed interest to be placed on this committee.

Web Site Committee – Suzanne reporting. A diagram of each tab of the 1st page was handed out for review. Charlie did some updates to the Home page. 2nd page was “About Us” for review. Events tab needs to be changed. Rhonda wants to add the picture with who attended the Strategic planning, plus the overview from the workshop. Also needs to add something on the upcoming election. Need to update links. Need to post Derek and Erin, recipients of our first scholarship who attend the National WIC Conference, needs to be posted with a short blurb about their experience. Suggestions were made to the Website Committee for changes to pages presented. Charlie has not responded if we can do the Shutterstock pictures. Rhonda has an e-mail from Darla that she will send out to MWA board and committee members of things to be aware of with the website. Rhonda asked the committee to submit a list of questions and Margie will distribute to everyone.

Finance Committee - Budget for next FY needs to show estimated dollars for website, conference costs, etc. Jan questioned if the Skyway bill needed to be paid. Rhonda stated that it did and that Candid has to be paid one more time before we will discontinue.

Conference Committee – Conference Committee consists of all MWA board members and other WIC Local Agency staff that want to be present on the committee. Need a Chair and co-chair for the committee. St. Louis and Kansas City only have areas to accommodate us. Rhonda will e-mail out a venue to let us know. She wants a couple of committee members from the east and west to go and look at these sites. Hyatt Regency, Renaissance Grand St. Louis, and St. Louis Union Station. Kansas City Crown Center. Places have food courts etc., may consider 1.5 hours lunch on your own. Will save on costs. Breakfast would be furnished each morning. Pay for one day of Lunch possibly the last day when awards and prizes are done. No reception will be held. Still do the snack break. Prefer Wednesday, Thursday & Friday for conference days.

Was suggested having a MWA scholarship recipient for a WIC local agency staff member to attend the conference.

Advocacy/Local Agency Committee – New Missouri Sunshine Law booklets were handed out to Board and committee members.

Break for Lunch at 12:00.

Guest Speakers 12:15 –

Randy Walton, Vendor Manager

MOM's Stores –WIC only stores – addressed in the strategic planning meeting – Many disadvantages given - Feels the full service groceries are the best for Missouri. More selection and variety. Better control of pricing. Good cost containment measures that saves dollars.

Susan White, WIC Chief:

- Rhonda request: Map that shows where Local Agencies and Vendors are located in counties
- E-WIC pilot has been pushed back from October 2016 to March 2017.
- Suggested workshop for conference: How does the E-WIC process work.
- Plan is for an E-WIC page on the website. Keep agencies updated.
- Contracts should have been received. \$13.50 rate is still the rate per client.
- Suggestion was to have a video to show in waiting area to show clients how to cash checks. Suggestion would be they could access on the website.
- What other videos would you like to see for educational purposes? Let Susan know with ideas. Suggestion: Rights and Responsibilities video. This can be incorporated into the video. Breastfeeding video they can access on-line.
- Susan passed out a sheet for the 11th month Infant food Package issue. The infant needs to get an infant package until they are 1 year. Each night the batch will delete the one year package before they are a year old. Will need to have this decided by December 1st.
- Pending Proof drop down – Will be brought back on October 1st. Will look different. They must at least have 2 out of 3 proofs in order to get one month of checks.
- Still looking at the separation of duties guidelines. Will start monitoring on this in FY 2016.
- Definition of earned income – one month (30 days) income has to be given for proof. Doesn't have to be actual paper form. Can bring it up on the phone. Will start October 1st.
- District Meetings – Susan gave a handout for Missouri WIC Advisory Board Charter information sheet. Please review and get feedback to Susan. Suggested a sub group to meet on how to set up and structure District Meetings.

Melissa Seaver:

- Melissa reported on recent release. Multiple problems with being very slow for downloads. Working with IT to identify ways to avoid this in the future. Staggering the roll outs, having agencies to log on at different times.
 - If you still are having computer problems with errors, etc. let Melissa know.
 - Mark Davis survey was done last week if anyone was having issues.
 - Critical Defect – asking for a patch release – child 1 yr old don't turn two during a cert. If there isn't a two year package out there, the system does not warn you that the child is turning two. Will send out a WIC update on this.

ADJOURNMENT:

Meeting was adjourned at 2:30 p.m.

NEXT MEETING: November 4, 2015 due to Veterans Day Holiday.

Minutes Respectfully Submitted,

By Margie Beckmann, Secretary