



Meeting Called to Order: The May 14, 2025 business meeting of the Missouri WIC Association Board was called to order at 10:05 am at the MO Department of Health, Jefferson City, MO.

Present:

Heidi Loecke
Deb Cullum
Joan Brundage
Derek Nelson
Brenda Hilboldt
Lisa McClaran
Cate Reando
Megan Hickey
Tara Williams
Tracy Williams
Tammy Drake
Lori Miller

Webex:

Jentsy Philpot
April Bridges

Guests: Introductions & Welcome

Guests: None

Approval of Minutes: Minutes reviewed from February 26, 2025 meeting.

Motion to approve minutes: Tracy Williams

Second: Joan Brundage

Minutes approved as presented.

Financial Report: May 2025 financial report was presented by Deb Cullum, Treasurer.

Motion to approve May 2025 financial report: Cate Reando

Second: Lisa McClaran

Financial report approved as presented.

DISTRICT REPORTS:

- **Northwest** – Lori Bunton Miller/Brenda Hilboldt
 - Meeting moved to June 2025

- **Eastern** –Tracy Williams
 - Documentation for food package tailoring – when to do
 - BFPC's can attend the 45-hour lactation course
 - Welcome to eWIC – new brochure May 1
 - Teletask features discussed
 - Agency wait times – getting certifications in for appointments – varies per agency
 - Issuance of new cards
 - New card – customer service line – other languages available?
 - Financial audit – what to expect? Will be done off-site annually. Upload all invoices each month to Webgrants (not required, but recommended).
 - TA staff in your district may possibly be monitoring own districts in the future
 - New scanners – due to arrive at agencies mid-May
 - No WIC only lanes at stores – no timeframe
 - Questions regarding CPA/Certifier trainings
 - Orientation to WIC training – new training on webpage
 - New policies reviewed
 - Impact Analysis – when to complete – email TA with changes
 - New Webgrants enhancements discussed – SF 1, 2, 3
 - Sept. 12 – Lactation Conference in Springfield
 - Scale inspections – no findings if not completed in 2025
 - Document attempt to have inspection completed
- **Northeast** – Lisa McClaran/Joan Brundage
 - April 11, 2025 meeting
 - Several topics discussed were same as Eastern district
 - LAP trainings coming up
 - Notify state agency if your agency is closed due to any type of weather
 - New forms – WIC 93 & 91 (pamphlet review to be done every 2 years)
 - All WIC Agency contracts must be signed by October 1, 2025
 - Remote services/nutrition education discussed
- **Southwest** – Nikki Berry/Tara Williams
 - No meeting
- **Central** – Derek Nelson
 - No meeting – will be held at LAP training
 - SPIRIT Web will be a virtual training – possibly July
 - Possibly go Live August/September
- **Southeast** – April Bridges/Jentsy Philpot
 - Same as Eastern District

Old Business:

- None to discuss

New Business:

- Resignation Letter
 - Lakeisha's resignation letter (President)
- Elections
 - President-Elect, Megan Hickey will move to President Position
 - July 2025 Elections
 - Vice-President, Secretary, NW, Eastern, NE, SE, SW, Central
 - MWA president, Megan Hickey, appointed Cate Reando as President-Elect to fill this position for the length of the unexpired term.
Motion to approve appointment of Cate Reando as President-Elect: Joan Brundage
Second Lori Miller.
Motion approved.
- Strategic Planning
 - Possible Location: Margaritaville, Lake of the Ozarks
 - Dates: October 2026 – half day Wednesday, all day Thursday, half day Friday (8-10)
 - 15-18 Rooms needed
 - Deb will call Margaritaville for more information
- By-Laws
 - Clarifications needed regarding terms, vacancies, officers – will work on these at Strategic Planning meeting

State Updates: Angie Oesterly

- New cards – issues with individuals POS systems (Walmart) – working to resolve issues as they happen
- SPIRIT Web – WIC update this week addresses this
- On-Line Shopping & Self-Check-out – will not happen this year
- New Income Guidelines begin June 1, 2025 – laminated cards to be sent to LA's
- WEB Grants – Claims – Enhancements – increase font size
- WINDOWS 11 Update – coming – watch for additional information in future WIC Updates
- Participants may call the WIC main phone line or email the state agency if they have a concerns that needs to be addressed at the state level
- Risk Factor Explanation between mom and infant still needs to be documented in notes at time of certification. What is the reason behind this?
- Clinic Inventory – when will it be added to Webgrants? Possibly 2026.
- Nutrition Education Policy reviewed by the Dietetic Practice Act – WIC is not operating in conflict with state statute. Continue to provide nutrition education, as per policy.
- New pages of LAP are available
- New policies available to review
- Source documentation may be submitted with monthly invoices – this information will be provided in upcoming LAP trainings

- ITSD – no longer providing support, ordering, shipping out IT equipment. Will this process be transitioned to the State agency or local agency?
- Possibly schedule a monthly call for questions/concerns

Tina Amick

- SPIRIT Web –Teletask – dropping appointments during transition period. Schedulers in SPIRIT Web will need to be set up by LA's.
- Trainings – SPIRIT Web – will be on-line, roll out in phases in a course of two to three months, create recorded trainings by topic (overview, calendar, certifications, notes/alerts), test site will be available during training, hands-on training for limited number of people, transition document will be made available
- WINDOWS 11 – available for upgrade – newsletter will come out with information. All new computers will have 11 on them. Readers, signature pads, scanners are compatible. All computers will need to be updated by October 2025.
- Teletask – appointment reminder timing adjustment – send to Tina
 - OPT Out – participant will have to type START to opt back in

Other Discussion:

- Website – needs updated – Tracy sent email to contact for a bid
- Conference 2026 Chair Person – Tara Williams
- Vendors – Tracy Williams & Joan Brundage will work on this for 2026 conference
- Speakers – Suggested: Steve Starkle, Kay Frances, KC Wolf, Malina Malkani (food allergies)
- NWA meeting 5/15/2025 – voting members to attend: Megan, Tracy, Lori
- Deb – order a case for the OWL

Next Meeting: August 13, 2025 at 10:00 am at Jefferson City DHSS

Adjourn:

Meeting adjourned at 2:00 pm

Respectfully submitted.

Tammy Drake, MWA Secretary