

BFPC Meeting Agenda
June 2, 2021 1-2pm
Video Link [here](#)

- Welcome

- Presentation = **“Supporting Breastfeeding Parents to Return to Work or School”**
 - Brenda Bandy, Kansas Breastfeeding Coalition
 - Links Brenda shared:
 - PUMP Act - <http://www.usbreastfeeding.org/p/cm/ld/fid=903>
 - Order form for KBC materials (free!) <https://ksbreastfeeding.org/supply-form/>
 - Upcoming event! Celebrate the 6th anniversary of the Community Supporting Breastfeeding designation on Monday, June 7th from 12-1 pm. Details here <https://ksbreastfeeding.org/events/community-supporting-breastfeeding-designation-6th-anniversary-celebration/>
 - Kansas Breastfeeding Coalition and Lactancia Latina en el Suroeste de Kansas is offering a 4-hour breastfeeding training "Everyone for Lactation" for those who help Spanish-speaking families. Registration is Free and the training is ONLY available in Spanish. Training will be over ZOOM. If you have someone that speaks just Spanish or is bilingual that would be a good fit for this training, please forward them the following information. ✨Presentado por Cuenta Conmigo ✨:"TODOS POR LA LACTANCIA"Estrategias Comunitarias de Promocion y ApoyoJUEVES 24 de JUNIO, 20218 am- 12:30 pm Atraves de ZOOM Registracion aqui <https://bit.ly/33Mf5Na>

- Housekeeping
 - August is National Breastfeeding Month
 - Keep an eye out for emails/I-Memos about different activities
 - We will be hosting a breastfeeding webinar which will replace the BFPC Meeting (date to come)
 - BFPC Caseload 2-Part Request being placed
 - I will be requesting CQuest (workers behind KWIC) to quarterly send me the BFPC caseload which I will then send out to each county (for the quarterly report)
 - I will also be requesting a BFPC Caseload Report link to be added to KWIC so you all will be able to pull it up anytime you like-this process may take over a year and I have no idea when it would be complete
 - Quarterly Report Response being developed
 - I will start sending these out in response to the last quarterly reports comparing numbers to previous years. This will not be very complex, and is not an evaluation.
 - Budget Guidance sent in May P-Memo
 - Make plan for the program, then budget around that plan
 - State has available funds-please contact Casey about increasing hours/adding a BFPC, etc. before adding to budget
 - Statewide conference 2022 recommended as required training
 - Yearly BFPC Program Evaluation due with Budget-I will send out document soon

- Questions About Procedures to Discuss (These are questions I have received from BFPC and supervisors. I am collecting information on how you all deal with these situations and then will be developing an official procedure/Q&A document about what to do in each of these situations.) Please let me know if any of these situations have come up and what you do/how you record the situation so that I can write the procedures to match what the majority of you are doing. Please note as there is no written procedure currently for these situations, there is no right or wrong answer at the moment.
 - **I work once a week. I send a text and don't record the contact right away because I want to wait and see if they respond. If I wait to record once I am working the next week, even when I put the contact date as the day from the last week, but it will still show up as the day it was entered. Should I enter a 1-way text or incomplete contact the first day I send a text, or wait and enter it later?**
 - **If a mom is on the BFPC caseload but becomes ineligible because of income and needs to be removed from the caseload, how should I fill out the BFPC Summary form? (Can be applied to anytime BFPC is removed from caseload.)**
 - **How soon should I follow up with a BF mom if they are struggling or missing proofs? Is 2 weeks okay or should I do 1 week?**
 - **I'll send a mom a text, and don't receive a response so log it as a 1-way text. Then a couple days later she replies, making it a 2-way text now. How should I enter this as I can't go back in and change it from 1-way to 2-way?**
 - **If a client does not answer the phone on a first contact, do I still add her to the caseload?**
 - **If on initial contact, the mom states she is no longer breastfeeding, should I still add a contact note or send her to the local agency to have her category changed and not add a note at all?**
 - **Can I send a text message if the client does not answer the phone, and if so, should I document it as a phone call or text?**
 - **If a client gets terminated from WIC due to being a 30 day temp, should she be taken off the caseload? What happens if the client comes back on, would she be an initial or follow up contact?**

- Closing: Thank you!