

**WIC Advisory Committee Minutes**

Tuesday, Jan. 28, 2020      9:00 AM      Conference Call  
Facilitator – Ladonna Reinert (Lincoln County)



**Welcome and Attendance (Facilitator).** *Thank you to all the members, but especially to those departing from the committee.*

Region		Representative		Alternate
Southwest	X	Angie Nelson (Finney)	O	Tami Myers (Ford)
Northwest	X X	Departing: Amy Binns (Wichita) New: Cheryl Goetz (Gove)	X X	Departing: Marvel Brandt (Wichita) New: Amy Teeter (Gove)
South Central	X	Meridith Gierhart (Sumner)	X	Shannon Snyder (Stafford)
North Central	X	Ladonna Reinert (Lincoln)	X	New: Sheri Suelter (Lincoln)
Southeast	O X	Departing: Erin Laurie (Franklin) New: Shera Lyn Schwindt (Lyon)	X O	Departing: Mary Ann Parkin (Franklin) New: Vicki Brown (Linn)
Northeast	X X	Departing: Donna Wiens (Shawnee) New: Ernestine (Mookie) Holmes (Wyandotte)	X X	Departing: Misty Scott (Nemaha) New: Ruth Forney (Doniphan)
LA NWA Rep	X X	Departing: Heather Peterson (Reno) New: Trish Hight (Miami)		
State Staff	X	Patrice Thomsen	X	Lisa Medrow
State Staff	X	Dave Thomason	X	Kelly Vickers
State Staff	X	Amanda Gerber	X	Ashley Warren
State Staff	X	Lisa Long	X	Ashley Waldo

Minutes from the October 22, 2019 conference call were approved by email and are posted to the [WIC Advisory page of the website](#).

**Revision/Approval of Ground Rules** and any corrections to WAC List. See pages after minutes. – Patrice Thomsen. Decision to change that the meeting may be cancelled if no agenda items are submitted by 1 week prior to the meeting date. Corrections to Committee List – Correct Lincoln County emails and add (Mookie) for Ernestine Holmes. Attached as part of Minutes and will be posted to the [WIC Advisory page of the website](#).

**Future WAC Conference Call Dates/Facilitators** - Patrice Thomsen. Time is 9:00 – 11:00 AM

- April 28, 2020, Meridith Gierhart
- July 28, 2020, Cheryl Goetz
- October 27, 2020, Mookie Holmes
- January 26, 2021, Ladonna Reinert (Change-over mtg for departing and new members.)

**Spreadsheet with LA contacts by region** for use by WAC members if need (or want) to contact LAs in their WAC region. Will be updated only annually. Patrice will send as a separate attachment with the January minutes. Will let WAC know if decide to also post on the WIC Advisory Committee website page.

**National WIC Association Report** - Heather Peterson. No call since last WAC meeting in October due to weather and holiday. Next call is Feb. 11 and has notified Lisa from Nebraska that organizes those calls about Trish Hight becoming the Kansas rep. Both Trish and Heather plan to be on that call.

Dave mentioned that NWA would be asked if there might be a client that could come to the NWA Leadership Conference March 15-17 and talk about their WIC experience. Prefer a client from in US Representative Roger Marshall's district. **(Note correction – District 1, not 2.)** Contact Dave with questions, suggested client.

**FCI 02.05.00 Formula Returned by Clients** Patrice Thomsen & Lisa Medrow. This was a major change last year. We'd like to get feedback on how things are going. What messages are clinics successfully using to get clients to buy less formula with their first benefits to reduce the likelihood of having to return formula, potential revisions to the tracking log.

- Donna reported that Shawnee County has a lot less formula coming back now that it has been a while since eWIC. She explains it as to the client's advantage. That WIC can make a formula change electronically especially if this is the first-time baby is trying the formula. So, if client just gets one, and if a change is needed and WIC gets the special issuance request from the doctor, WIC can make the change without mom making a trip to the office to bring back the unused cans of formula.
- Angie reported a similar message works, but she usually stresses that the doctor might want to change the formula. So just buy one or two cans...

Lisa Medrow reported that the SA has revised the tracking log and it is in pilot at several agencies. Plan is to get feedback relatively soon unless pilot agencies think more time is needed. Just paper or electronic option too is still being discussed.

#### **KS WIC Webinars—Lisa Medrow**

- All recordings are now on [GoToStage](#) . Link on our training webpage. People can go there and browse and watch instead of getting link from Lisa. (Before KDHE policy prevented us from putting recordings directly on the website unless there was also a verbatim transcription – ADA compliance policy.)
- Upcoming Webinar topics
  - **IRIS: Growing Connected Networks for Families**  
Thursday, February 27, 2020 3:30-4:30pm CST  
[Register Now](#)
  - **Save the Date!**  
**Breastfeeding and Marijuana webinar**  
Tuesday, March 10, 2020 8:30-9:30am CST  
(Note: This is a live webinar only, will not be recorded at specification of presenter.)  
Registration Coming Soon
  - **Dynamics of Domestic Violence**  
Wednesday, April 8, 2020 12-1pm CST  
[Register Now](#)
  - **How and When to Report Child Abuse**  
Thursday, April 30, 2020 8:30-9:30am CST  
[Register Now](#)

#### **Motivational Interviewing for WIC—Lisa Medrow**

Coming soon! Online 11-week (or month) program by Molly Kellogg, RD, LCSW. More information coming in the February I-Memo. Free to all WIC staff. Can be done on own or as clinic project. All

staff can benefit, not just nurses and dietitians. Short podcasts with reading materials. Meant to be spread out over time with practicing skills. CEUs are NOT provided. We are NOT doing as a state-wide campaign but hope that staff will see the benefit and choose to want to increase these skills. (Or a coordinator/supervisor decide it would be a good project for staff, etc.)

#### **Nutrition Assessment Committee**-Lisa Medrow (Text copied from January I-Memo)

Ready to make a change in Kansas WIC Diet Questionnaires?! Be part of the decision-making process of the future by applying to serve on a small **Nutrition Assessment Committee**. This committee will review other states' nutrition assessment process, travel (not all members need to travel) to visit other states and determine final nutrition assessment process for Kansas. Must be RN or RD with approval from supervisor to participate. Must be able to participate in regular phone calls, webinars and email discussions and participate on the committee the entire length of the project—from planning, training, implementation and evaluation (approximately 1 ½-2 years). The State Agency will select approximately six local agency committee members, with preference for many years at WIC and/or working for WIC in other states and will be looking for representation from all regions in KS with a variety of small, medium and large agencies. This is a large, important project requiring a great deal of time and talent. Only those able to give this project the full attention it deserves should apply. Travel expenses and/or additional staff time expenses incurred due to this project will be pre-approved by the SA and then additional funds will be allocated to the LA if necessary. Please apply through this [Survey Monkey link](#) by **Friday, February 21, 2020**. All applicants will be notified by Friday, February 28, 2020. The first committee meeting will be in late March.

**KWIC Update** – Ashley Warren. Next KWIC Release is planned for April 2020 (Version 4.3). As always there will be complete Release Notes, but here are some items in next release.

- Family Order: Will match Notices order in multiple screens, e.g. Flowsheet, Appointment Book, Issue Benefits.
- Several changes related to the Breastpump Inventory Screen and Report such as:
  - Can choose to hide Inactive pumps
  - Adding pump serial number to report
  - Auto-generated note when a pump is returned
  - Addition of ability to mark a pump as Unavailable. For example, a pump was returned but temporarily cannot be issued because it is being cleaned or repaired.

#### **Update from the State WIC Director** -Dave Thomason

- Funding and Budgets. Never hesitate to make a plan for what you want to do and build it into the budget. By asking, you will have a good chance of getting the funding. If you don't ask, you will never get something if it turns out that we have funds available later in the year.
- Our state vendor managers, Lisa and Janna, will be working to get more vendor comments and input. If you know of store employers (e.g. manager, cashier, customer service staff) that would be good providers of feedback, forward their contact information to Lisa Long or Janna Gunckle.
- In the November 2019 P-Memo, we released a new form "Authorization to Share Kansas WIC Information" and related policy changes. It was created in collaboration with the American Academy of Pediatrics Kansas Chapter. As they distribute and use the form, WIC clinics might start to see it when clients come in for appointments. Any comments about use?
  - No comments from WAC members except that Ladonna noted that generally if they get a request for information it comes on something the client has already signed.
- Text messaging. We often get promotional offers from companies that have developed texting technology. Any particular interest?
  - Cheryl – would it be possible for clients to get a text the day of their appointment? Answer: With our own text messaging through the WIC Shopper App, a client can change the number of days of advance notification in their Settings from 1 day before up to 14 days before.

### Special Note about the WICShopper App Appointment Reminders.

Here is the [link](#) to the client handout regarding WICShopper app Appointment Reminders.

Here are the instructions from the app for changing when it sends the notification:

Want to turn “on” or “off” notifications? Or maybe you want to be notified more or less than 7 days prior to your appointment? Tap the 3 bars in the upper corner on the main screen and go to Settings. From there you can change the day and time you are notified.

- Meridith – Often wishes she had a way to send a specific text to a specific client when she can’t reach the client by phone. For example, “We’ve received the Special Issuance Request from your doctor and have updated your baby’s food package in your WIC account.”
  - Mookie – Their clerks have developed a form that when a client calls and needs an RD to change a food package, or some other issue. The form includes “What is a phone number that you can be reached by the end of today?” The RDs check the box often during the day and can call back and handle the issue.
  - If anyone has other comments about texting, ways might could use, etc. - **send to Patrice.**
- Regarding Public Charge. You might have seen the announcement in the NWA Monday Morning Report. The Supreme Court just allowed the changes in Public Charge to go forward. Although WIC is NOT included in the list of benefits/programs, there likely will continue to have a chilling effect on use of WIC. We likely will send out more messages to LAs. See the National WIC Association. i.e. <https://www.nwica.org/blog/weekly-wic-policy-update-183#.XjDTBapYboo> . Might also look at our webinar on Public Charge from November 2019.[http://www.kansaswic.org/local\\_agencies/hunger\\_or\\_deportation\\_webinar.htm](http://www.kansaswic.org/local_agencies/hunger_or_deportation_webinar.htm)  
**Update since the WIC Meeting: The Department of Homeland Security announced that the changes to Public Charge will take effect on February 24, 2019. This is sooner than expected. For additional information see the following links to the NWA’s and the Department of Homeland Security’s Public Charge pages:**  
<https://www.uscis.gov/greencard/public-charge>  
<https://www.nwica.org/immigration-resources>

#### Round Table Discussion –All.

- Mookie – Will there ever be a policy about NOT replacing cards after a certain number of times lost. The have a client who has lost 16 – about every month or two. **Answer:** This topic was discussed at length during eWIC development. The cards are VERY cheap. Creating a policy generally means administrative work for staff statewide so it seemed not worth the work generated for the cost and likely we will not change it.
- Donna – Auto-assignment of “Primary Caregiver with Limited Ability” risk factor – when does it occur related to alcohol use? Seems like is assigning if mom has any alcohol use. **Answer:** Should only be when the linked BF or PP woman has “Alcohol and Substance Abuse” risk factor, and NOT if mom has just any use. If staff identify Infants when it is being assigned incorrectly, please send to Patrice and include ID number.

**Reminder Next Conference call** (Facilitator) April 28, 2020, 9:00 AM. Meridith Gierhart, Facilitator  
**Adjourn** (Facilitator)

# WIC Advisory Committee Ground Rules

The purpose of the WIC Advisory Committee is to provide the State Agency with Local Agency and client input and recommendations on proposed, new, or revised policies and procedures. Questions about policy and procedure implementation should be directed to the State Agency, rather than to the WAC ([ADM 09.00.00](#)).

In order to maintain good order, we agree to the following ground rules:

- Be on time and actively participate in meetings
- Establish and adhere to meeting time frames
- Listen and respect opinions and ideas of others
- No side conversations, only 1 person speaks at a time
- Provide honest and open feedback--All comments, questions and ideas are valuable
- Maintain confidentiality
- Speak for your region, participants or the group you represent
- Keep discussions focused on the issue presented
- Disagreements are expected, but dealt with in the meeting
- Support decisions of the group once made
- As much as possible, submit items for the agenda rather than waiting to bring up in the Round Table.
- As indicated in policy [ADM 09.00.00](#), the meeting may be cancelled if there are no agenda items submitted by 1 week in advance of the scheduled date.
- Have Fun.

Revised 1/2020

## CY 2020 WIC Advisory Committee Members (Start Jan. 2020)

<b>Region</b>	<b>Representative</b>	<b>Alternate</b>
<b>Southwest Region</b> Select Even Calendar Years, serve starting Odd CY	Angie Nelson Finney County Health Dept. 620-272-3615 <a href="mailto:anelson@finneycounty.org">anelson@finneycounty.org</a>	Tami Myers Ford County Health Dept. 620-227-4540 <a href="mailto:tmyers@fordcounty.net">tmyers@fordcounty.net</a>
<b>Northwest Region</b> Select Odd Calendar Years, serve starting Even CY	Cheryl Goetz Gove County Health Dept. 785-754-5049 <a href="mailto:c.goetz@gchd.onmicrosoft.com">c.goetz@gchd.onmicrosoft.com</a>	Amy Teeter Gove County Health Dept. 785-754-5048 <a href="mailto:a.teeter@gchd.onmicrosoft.com">a.teeter@gchd.onmicrosoft.com</a>
<b>South Central</b> Select Even Calendar Years, serve starting Odd CY	Meridith Gierhart Sumner County Health Dept. 620-326-2774 <a href="mailto:mgierhart@co.sumner.ks.us">mgierhart@co.sumner.ks.us</a> Only in office on Tuesdays. If sending urgent info, can also copy Laura Rettig <a href="mailto:lrettig@co.sumner.ks.us">lrettig@co.sumner.ks.us</a>	Shannon Snyder Stafford County Health Dep 620-549-3504 <a href="mailto:schd@gbta.net">schd@gbta.net</a>
<b>North Central</b> Select Even Calendar Years, serve starting Odd CY	Ladonna Reinert Lincoln County Health Dept. 785-524-4406 <a href="mailto:lchd@lincolncopublichealth.org">lchd@lincolncopublichealth.org</a>	Sheri Suelter Lincoln County Health Dept. 785-524-4406 <a href="mailto:s.suelter@lincolncopublichealth.org">s.suelter@lincolncopublichealth.org</a>
<b>Southeast</b> Select Odd Calendar Years, serve starting Even CY	Shera Lyn Schwindt Flint Hills Comm Health Ctr-Lyon Co (620)342-4864 ext. 3798 <a href="mailto:SSchwindt@flinthillshealth.org">SSchwindt@flinthillshealth.org</a>	Vicki Brown Linn County Health Dept. 913-352-6640 <a href="mailto:vbrown@linncountyks.com">vbrown@linncountyks.com</a>
<b>Northeast</b> Select Odd Calendar Years, serve starting Even CY	Ernestine (Mookie) Holmes Wyandotte County Health Dept. <a href="mailto:elholmes@wycokck.org">elholmes@wycokck.org</a> 913-573-8821	Ruth Forney Doniphan County Health Dept. <a href="mailto:ruth.forney@dpcountyks.com">ruth.forney@dpcountyks.com</a> 785-985-3591
<b>LA NWA Rep</b> Select Odd Calendar years, serve starting Even CY	Trish Hight, Miami County Health Department <a href="mailto:wicwonder@yahoo.com">wicwonder@yahoo.com</a> 816-316-0076 (home)	

- **Southwest Region:** Finney, Ford, Grant, Haskell, Kearny, Meade (and sub-agencies), Seward, Stevens, and Stanton
- **Northwest Region:** Gove, Graham, Greeley, Lane, Ness, Norton, Scott, Sheridan, Sherman, Trego, Wichita
- **South Central Region:** Barton, Butler, Cowley, Harvey, Pawnee, Reno (and subagency), Rice, Rush, Sedgwick, Southcentral Kansas Coalition for Public Health (and subagencies), Stafford, and Sumner
- **North Central Region:** Cloud (and subagencies), Dickinson, Geary-Health Dept, Geary-Konza, Lincoln, (and subagencies) Marion (and subagencies), Marshall, Osborne (and subagencies), Riley, Russell, and Saline

- **Southeast Region:** Chautauqua, Cherokee, Crawford, Elk, Franklin, Greenwood, Labette, Linn, Lyon, Montgomery, Neosho, SEK Multi-County (and subagencies), and Wilson
- **Northeast Region:** Doniphan, Douglas, Jefferson, Johnson, Leavenworth, Miami, Nemaha, Northeast Kansas Multi-County (and subagencies), Shawnee (and subagencies), and Wyandotte.

Non-voting members of WAC include SA staff, and LA National WIC Association (NWA) representative. For more information about the WIC Advisory Committee, see policy [ADM 09.00.00 WIC Advisory Committee \(WAC\)](#)