

**WIC Advisory Committee Minutes**

Tuesday, July 28, 2020                      9:00 AM                      Conference Call  
**Conference Call Number: 1-866-620-7326    PIN: 976-312-8812#**  
 Facilitator – Cheryl Goetz - Gove County

**9:00    Welcome and Attendance (Facilitator).**

Region		Representative		Alternate
Southwest	x	Angie Nelson (Finney)		Tami Myers (Ford)
Northwest	x	Cheryl Goetz (Gove)	x	Amy Teeter (Gove)
South Central	x	Meridith Gierhart (Sumner)		Shannon Snyder (Stafford)
North Central	x	Ladonna Reinert (Lincoln)	x	Sheri Suelter (Lincoln)
Southeast	x	Shera Lyn Schwindt (Lyon)		Vicki Brown (Linn)
Northeast	x	Ernestine (Mookie) Holmes (Wyandotte)		Ruth Forney (Doniphan)
LA NWA Rep	x	Trish Hight (Miami)		
State Staff	x	Patrice Thomsen	x	Emily Brinkman – Welcome! New BF Coordinator; Started 7/27
State Staff	x	Amanda Gerber	x	Lisa Long
State Staff	x	Julie Norman	x	Randy Volz
State Staff	x	Lisa Medrow	x	Dave Thomason
State Staff	x	Kelly Vickers		

Minutes from the April 28, 2020 conference call were approved by email and are posted to the [WIC Advisory page of the website](#).

**National WIC Association Report** – Trish Hight. Most of the discussion on the Regional Local Agency calls have been about the coronavirus pandemic and how various states are handling. Concerns /barriers like – limited PPE, tiny offices, anxiety of staff and clients, different settings – clinic, church, courthouse, after reopening – will caseload decrease because clients like remote services, no janitorial services during the day, how to screen when clients do come. (Trish sent Patrice minutes, which will be sent out to the group.)

**New Member Selection for Calendar Year 2020** – Patrice

The June I-Memo contained the announcement about which regions would be selecting new WIC Advisory Committee Representatives and Alternates.

For CY 2021, the highlighted row shows the assigned agencies to select new WAC members.

Members that started in CY 2020 remain on WAC for a second year.

Serve starting CY	North Central	Northeast	South Central	Southeast	Northwest	Southwest
2020		Wyandotte Doniphan		Linn Lyon	Gove Graham	
2021	Marion (& subs) Marshall		Barton Butler			Grant Haskell

## KS WIC Webinars—Lisa Medrow

All recordings can be viewed on [GoToStage](#)

Upcoming Webinar topics

**July 29, 2020 3:30-4:30pm** – KS WIC Webinar: **Baby Led Weaning and WIC**

[Register Now](#)

**August 20, 2020 9:00-10:00am** – KS WIC Webinar: **The Intersection of Breastfeeding and Safe Infant Sleep**

[Register Now](#)

**September 30, 2020 12-1pm** – KS WIC Webinar: **The Lowdown on Lactose Intolerance**

[Register Now](#)

**October 26, 2020 12-1pm** – KS WIC Webinar: **Childhood Lead Poisoning Prevention**

[Register Now](#)

**November 4, 2020** – Molly Kellogg will be presenting on phone counseling. Details to be announced later.

## Nutrition Assessment Committee-Lisa Medrow

The Nutrition Assessment Committee has had two virtual meetings and identified and invited 18 states to share via GoToMeeting their nutrition assessment process in the next couple of months. Committee has seen 4 demos so far.

## New WIC Coordinator Training Committee-Lisa Medrow

The committee held its first virtual meeting in June. The committee decided on 9 topics for training modules for new WIC Coordinators and started working on 5 of them. We need more help!!!! **If you are not on the committee but would be willing to help with developing or reviewing the content of these modules, please let me know.**

[Lisa.medrow@ks.gov](mailto:Lisa.medrow@ks.gov).

9 Module Topics:

1. Quick Start Guide (includes what to do your first month, annual timeline, sign up for NWA emails, FAQ, etc.) **Need authors!**
2. Key Kansas WIC Policies **Need authors!**
3. **Which Reports Should I Run?** (& how to use) Authors: Heather Peterson and Tracy Sabo
4. **Management Evaluations** (forms on website, SA is here to help) **Authors: Kay Powell and ?????**
5. **How to Increase Caseload** (includes basics-what caseload is, what's required for outreach, etc.) Authors: Tiffani Krause and Tracy Sabo
6. ABCs of Affidavits, Budgets, and Contracts (includes info on time studies, cost categories, how to get reimbursed for breast pumps) **Need authors!**
7. **Vendor Management** (how vendors get paid, contract formula, role of Vendor Manager) **Authors: Kelli Wagoner and ?????**
8. BFPC Program **Need authors!**
9. **Inventory: Card, Equipment, Breast Pumps** (Requests, Enter New, Disposal) Authors: Heather Peterson and Kelli Wagoner

### **Fillable Forms Desired – Lisa Medrow**

We have had requests for fillable forms and also have discovered that even when forms are fillable, they are not always mobile-friendly, like the Diet Questionnaires for example. Let's discuss these questions:

Are there any forms you use that you wish were in a fillable format?

Do they all need to be mobile-friendly?

Which ones would be helpful long-term (not just due to COVID)?

IF there is a way to transfer certain forms to Google Forms and put them in the WICShopper app where the client can select their LA and it would be forwarded to the LA, which forms would you like to have available in that format?

Response: Primary response related to diet questionnaires, and R&R, but as much as possible, if could re-think how the any of the forms and proofs might work effectively. Various suggestions – be able to send as a text, through WIC Shopper App. Some clinics are really struggling to get proofs back now. So many emails to track. Mookie reported they just learned about "Text Now".

### **KWIC Update – Dave Thomason.** Client Services version 4.4 release in fall of 2020. Some of the key items:

- Online Preapplication – This will be Phase 1. Have other ideas but want to get Phase 1 implemented.
- Changes to ATOD window. Changes to some ATOD questions and move Supplement/Medication fields and Infant/Child Tobacco Exposure in the Home from Health Interview to ATOD window.
- Enhancement for Equipment Inventory
- Enhancement for Breastpump Inventory/Issuance
- Certification History report enhanced to be complete information,

### **Update from the State WIC Director – Covid-19 and other -Dave Thomason**

- Reminder if you had registered for the Annual NWA conference (virtual), you have until July 31 to watch sessions. The limited time is due to contractual issues with the platform.
- Thank you to all staff for the dedication and work during the COVID 19 pandemic. Gathered some feedback about how services seemed to be going.
- Many State Agency staff will likely continue to work from home extensively.
- Do committee members have a feel if more applications or increased interest?
  - Cheryl – Gove has slight increase but has been doing outreach.
  - Mookie – Wyandotte seems kind of steady. They are doing a lot with KWIC reports (calling) using Enrolled but not Participating and 30 Day Temp report.
- True on-line ordering of food by clients has been mentioned. Will require a lot of work and USDA is interested in supporting, but likely not a national priority until ALL states get done with their eWIC projects.
- There is discussion of pursuing COVID waivers long-term (past existing Sept. 30.)

### **Round Table Discussion –All.**

- Mookie had a clarification question about state staff working from home.

### **Reminder of Future Conference calls/Facilitators (Facilitator) Time is 9:00 – 11:00 AM**

- October 27, 2020, Mookie Holmes
- January 26, 2021, Ladonna Reinert (Change-over mtg for departing and new members.)

**Adjourn (Facilitator) -Adjourned at 10:15 AM.**