

## WIC Advisory Committee Minutes

	<b>January 22, 2014</b> 10:00 AM	<b>Facilitator: Shirley Mendoza, North Central Region Rep</b> <b>Minutes: Patrice Thomsen</b>																																																							
<b>1.</b>	<b>Welcome and Attendance (Shirley)</b>																																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Region</th> <th style="width: 5%;"></th> <th style="width: 30%;">Representative</th> <th style="width: 5%;"></th> <th style="width: 45%;">Alternate</th> </tr> </thead> <tbody> <tr> <td>Western</td> <td style="text-align: center;">X</td> <td>Barb Johannsen</td> <td style="text-align: center;">O</td> <td>Arlene Doll</td> </tr> <tr> <td>South Central</td> <td style="text-align: center;">X</td> <td>Heather Peterson</td> <td style="text-align: center;">X</td> <td>Mitzi Hesser</td> </tr> <tr> <td>North Central</td> <td style="text-align: center;">X</td> <td>Shirley Mendoza</td> <td style="text-align: center;">O</td> <td>Liz Nicholas Hainke</td> </tr> <tr> <td>Southeast</td> <td style="text-align: center;">X</td> <td>Brenda Clugston</td> <td style="text-align: center;">X</td> <td>Nancy Anstey</td> </tr> <tr> <td>Northeast</td> <td style="text-align: center;">X</td> <td>Jody Hammerschmidt</td> <td style="text-align: center;">O</td> <td>Argelia Woods</td> </tr> <tr> <td>LA NWA Rep</td> <td style="text-align: center;">X</td> <td>Laura Drake</td> <td></td> <td></td> </tr> <tr> <td>State Staff</td> <td style="text-align: center;">X</td> <td>Patrice Thomsen</td> <td style="text-align: center;">X</td> <td>Brad Iams</td> </tr> <tr> <td>State Staff</td> <td style="text-align: center;">X</td> <td>Randy Volz</td> <td style="text-align: center;">X</td> <td>Valerie Merrow</td> </tr> <tr> <td>State Staff</td> <td style="text-align: center;">X</td> <td>Rachelle Hazelton</td> <td style="text-align: center;">X</td> <td>Sandi Fry</td> </tr> <tr> <td>State Staff</td> <td style="text-align: center;">X</td> <td>Martha Hagen</td> <td style="text-align: center;">X</td> <td>Dave Thomason</td> </tr> </tbody> </table>			Region		Representative		Alternate	Western	X	Barb Johannsen	O	Arlene Doll	South Central	X	Heather Peterson	X	Mitzi Hesser	North Central	X	Shirley Mendoza	O	Liz Nicholas Hainke	Southeast	X	Brenda Clugston	X	Nancy Anstey	Northeast	X	Jody Hammerschmidt	O	Argelia Woods	LA NWA Rep	X	Laura Drake			State Staff	X	Patrice Thomsen	X	Brad Iams	State Staff	X	Randy Volz	X	Valerie Merrow	State Staff	X	Rachelle Hazelton	X	Sandi Fry	State Staff	X	Martha Hagen	X	Dave Thomason
Region		Representative		Alternate																																																					
Western	X	Barb Johannsen	O	Arlene Doll																																																					
South Central	X	Heather Peterson	X	Mitzi Hesser																																																					
North Central	X	Shirley Mendoza	O	Liz Nicholas Hainke																																																					
Southeast	X	Brenda Clugston	X	Nancy Anstey																																																					
Northeast	X	Jody Hammerschmidt	O	Argelia Woods																																																					
LA NWA Rep	X	Laura Drake																																																							
State Staff	X	Patrice Thomsen	X	Brad Iams																																																					
State Staff	X	Randy Volz	X	Valerie Merrow																																																					
State Staff	X	Rachelle Hazelton	X	Sandi Fry																																																					
State Staff	X	Martha Hagen	X	Dave Thomason																																																					
<b>2.</b>	<b>Review and Approval of Minutes</b>	Minutes from the October 23, 2013 conference call were approved by email and are posted on the <a href="#">WIC Advisory Committee</a> page of the Kansas WIC website.																																																							
<b>3.</b>	<b>Adding New KWIC Appointment Type – Breastpump/feeding follow up (Martha)</b>	Since the 30 Day Temporary Cert was added to KWIC, more LA staff members are using F/U appointment type for those proofs. This causes confusion for those agencies using F/U as the appointment types for breastfeeding moms, checking pumps, etc. <u>Consensus among WAC members was that adding a new appointment type – BFF – is a good idea. Stands for Breastfeeding Follow-up. (Can only be 3 characters long.) Martha will proceed.</u>																																																							

4.	Expired Status is causing KWIC problems with new 30 Day Temporary Cert. Expired status will be removed so client status will become “Terminated” on the day after eligibility end date. (Patrice Thomsen)	<p>Implementation Options (for Release 42 – June 2014):</p> <ol style="list-style-type: none"> <li>1. Processing standards count for all terminated clients, even if had a recertification appointment that they missed.</li> <li>2. Add a reason like “missed recertification appointment made before Eligibility End Date”. When evaluating appointments outside of processing standards, cases with this reason will not “count against” an agency. This is already done with cases outside processing standards and the reason is “Client declined appointment within processing standards.”</li> </ol> <p>Comment: Current policies that will be affected: <a href="#">CRT 02.00.00 Processing Standards</a> and <a href="#">CRT 03.03.00 Certification and Recertification Appointments</a>. Currently, clinic staff do not have to follow processing standards for a client that misses/reschedules a recertification appointment, although the SA hopes that such clients are rescheduled in a timely way. Option 1 is simpler but does eliminate one tool that helps an agency to meet processing standards for new clients in “tight” situations.</p> <p><u>WAC consensus – Option 2 is recommended.</u></p>
5.	KWIC Update (Sandi Fry)	<ol style="list-style-type: none"> <li>1. Client Services Version 41 is expected to be released starting Jan. 31. Distributed clinics will remain on Version 40 until each clinic moves to the multi-site in a few weeks. Fixes include BFPC screen bugs, NRF bug, and the Change category with 30 Day Temporary Cert.</li> <li>2. Sandi sent a computer survey that needs to be returned by 1/24/2014. Survey concerns the need to replace any computers with Windows XP.</li> </ol>
6.	NWA Report (Laura Drake)	<p>No report. Laura has not had contact from the SA to orient her. <u>Will ask Dave Thomason to contact her.</u></p> <p>Related to NWA and all Kansas agencies being members – there was discussion about what was going on with NWA and new LA members. Concern about whether or not local staff are receiving NWA emails appropriately. <u>WAC members will report observations.</u></p>
7.	Revised Food List – Policy and Implementation (Valerie Merrow)	<p>New WIC Approved Food List will start March 1 and overlap for 3 months with the old list between March 1 and May 31. Client WIC Program Booklets will be sent out to LAs starting mid-February. Vendor booklets will be sent directly to stores the end of February, along with new shelf labels. The actual policy change will be in the January P-Memo.</p> <p>A list of changes will be included with the P-Memo, but major changes include:</p> <ul style="list-style-type: none"> <li>• Cereal box sizes 11 ounces and up instead of 12, 18, 24, 36.</li> </ul>

		<ul style="list-style-type: none"> <li>• “Store brand” milk and cheese</li> <li>• Baby food language changed to “container” so plastic is okay, and size of plastic containers change.</li> </ul>
8.	Kansas Baby Behavior Campaign (Patrice)	Upcoming I-Memo will have details about regional training for the Kansas Baby Behavior Campaign. Staff members will be able to choose from 15 sites around the state plus Sedgwick county will have train their own staff so that training is closed to others. Training will be one day long. After a time for WIC to register, we’ll invite non-WIC people.
9.	Decreasing participation – potential reasons, outreach, retention and clinic access (Dave Thomason)	<p>Dave reported that the SA is in the process of producing a brochure for outreach with potential clients and use with other stakeholders. Comments from WAC included: Lack of transportation; Confusion that government shutdown last fall included WIC; Work conflicts - Hard for them to get off work, e.g. packing plants especially, work schedules uncertain so have to reschedule WIC appointments; Perceptions: not needing WIC after switch from formula to food, “Others need it more than we do”, confusion that they are likely actually eligible after age 1; Forget, then have to reschedule, Inconvenience/paperwork,</p> <p>Things some clinics have done: Met with United Health Care and plans to meet with other medical card providers. Rolling staff lunch, extended hours. Reno County approved that county-provided transportation can be used for WIC clients with medical cards.</p>
10.	Round Table Discussion-All	<p>Barb – Still getting things from NWA through her old email.</p> <p>Several members said caregivers have asked about the possibility of getting fruit/vegetable checks for infants instead of baby food. Answer: Not allowed with current regs but may be allowed in future (not near future.) Kansas comments on food package regs five years ago supported that change.</p> <p>Dave – Funding looks like we’ll be okay for WIC the rest of this fiscal year.</p> <p>Brad – Currently having contractors complete vendor compliance buys. Don’t be alarmed if hear that someone is donating food from WIC to local food banks.</p> <p>Patrice – Is anyone doing a special push to remind clients to bring income proofs to their appointment so there are fewer situations of 30 Day Temporary Certification? Not really, but Leavenworth is trying to schedule the follow-up to bring the proof in about a week to allow plenty of time to get the proof done.</p>

		<p>Shirley – The 30 Day Temporary Certification in KWIC means the flow sheet does not auto fill with months and makes it harder to schedule the secondary nutrition ed, etc.</p> <p>SA: Unfortunately, yes, that is true. Still staff to complete the Flow Sheet the cert because usually only the clerk sees them when they bring back the proof.</p>
<b>11.</b>	Next Meeting and Adjourn (Shirley)	April 23, 2014 – Heather Peterson, facilitator.