

KANSAS WIC INFORMATION MEMORANDUM
KANSAS-WIC-I-2015-09

TO: Parent and Sub-Agencies

FROM: Dave Thomason
Nutrition & WIC Services Director

DATE: June 18, 2015

RE: Vendor – Allowance of Specialty Eggs
WIC Advisory Committee – New Member Selection for FFY 2016
WIC Advisory Committee: Call for Agenda Items for 7/22/15
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Training: Educational Opportunities

Higher Egg Prices and the Allowance of Specialty Eggs.

The following information was sent out in an email to local agencies on June 3, 2015.

Due to an ongoing Avian Influenza outbreak, there has been a significant increase in the price of eggs. The market has seen an increase up to \$.60 per dozen for large eggs. This was brought to the Kansas WIC staff attention by vendors who order their products from Associated Wholesale Grocery (AWG) and while no AWG vendors have had Avian Influenza infections in their facilities or flocks, this has seriously impacted other parts of the chicken/egg industry and they are driving the price of eggs up. Here in Kansas, AWG supplies food products to 222 WIC authorized vendors. And there's an additional 64 Dillon stores who also use the Best Choice eggs as their least expensive brand.

Action Required: Please remind clients and stores, that clients should still purchase the least expensive brand of Grade AA or Grade A eggs, even if that means purchasing a product such as Egglund's Best (specialty) eggs. This will continue until further notice from the Kansas State WIC Agency, clients may buy any type of eggs **that is the least expensive in the store, in the Grade AA or A including medium, specialty, brown,**

organic or free range. Please contact Valerie Mellow or Janna Gunckle if you have questions or see issues happening with clients not finding eggs.

WIC Advisory Committee – New Member Selection for FFY 2016

In [PPM ADM: 09.00.00 - WIC Advisory Committee \(WAC\)](#) Regional LA representation rotates among the WIC agencies. Instead of regional elections, the WIC Coordinators of the designated agencies are responsible for selecting the regional representative and an alternate. Every other year new agencies are responsible to select the new WAC member for their region. Refer to the policy for a list of which agencies are included in each region. See the following clip from the policy.

Regional LA representation rotates among the WIC agencies in the region.

- a. The LA will provide funding from its administrative grant to pay for the WAC member's salary for attending meetings and fulfilling other related WAC duties.
- b. LA Representative terms are two years, starting on October 1, the first day of the federal fiscal year (FFY).
- c. The WIC Coordinators of the appointed agencies are responsible for designating the Regional LA representative and an alternate.
- d. The alternates assume responsibility if the representative is unable to attend a meeting or resigns as a member. Alternates may attend any meeting however only one vote is allowed from each region. Other duties can be shared between the representative and alternate.
- e. Every other year two new agencies are responsible to select the new WAC members.

FFY	North Central	Northeast	South Central	Southeast	Western
2013	Osborne		Reno Southcentral KS Coalition for Public Health		Meade Scott
2014		Leavenworth Johnson		Cherokee Lyon	
2015	Riley Saline		Rice Rush		Ness Seward
2016		Marshall Miami		Crawford Elk	
2017	Trego Cloud		Sedgwick Stafford		Sheridan Sherman
2018		Nemaha Northeast KS Multi-County		Franklin Greenwood	

Current WAC members can be found here: http://www.kansaswic.org/download/WAC_Members.pdf
 For FFY 2016, these are the assigned agencies to select new WAC members. Members for the regions not listed, stay on WAC for a second year.

FFY	North Central	Northeast	South Central	Southeast	Western
2016		Marshall Miami		Crawford Elk	

For more information about WAC, see [PPM ADM: 09.00.00 - WIC Advisory Committee \(WAC\)](#)

ACTION REQUIRED: The Coordinators from Marshall & Miami, and Crawford & Elk need to:

1. Communicate with each other to select the new WAC Representative and Alternate for their respective region. Remember that the Coordinators from the listed agencies can choose to be the WAC representative and alternate, or the rep and alternate can be from a single agency, or the coordinators can find a rep and alternate from a different agency in the region.
2. Be sure that new Representatives and Alternates know that the October WAC meeting is October 21, 2015, 10:00 AM, by conference call.
3. By September 15, notify Patrice Thomsen, at the State Agency, of new Representative and Alternate: name, email address, and telephone number. pthomsen@kdheks.gov 785-296-1189

WIC Advisory Committee: Call for Agenda Items for 7/22/15

(Repeat from April I-Memo) The next WIC Advisory Committee conference call is July 22, 2015 at 10:00 AM. **Please submit agenda items to your WAC representative or Patrice Thomsen by July 1, 2015.** You can find your representative name and contact information on the [WIC Advisory Committee](#) page of the Kansas WIC website. As a reminder, questions about policy implementation should be directed to your agency's assigned state staff member.

ACTION REQUIRED: Submit agenda items by July 1, 2015.

Affidavit Reimbursements

Due to the State Fiscal Year coming to a close, the State's SMART accounting system will be unavailable to process affidavit reimbursements for several weeks.

Please continue to submit your affidavits to the State Agency as usual. The affidavits will be reviewed and submitted to the fiscal department for reimbursement. If you want to track your reimbursements you can access the KDHE Self Service Website at <http://admin.ks.gov/offices/osm/vendor-payment-self-service>

ACTION REQUIRED: Notify all WIC staff, as well as other Health Department or County staff who are involved with providing affidavits to the WIC Program.

Resources-Breastfeeding

The Breastfeeding e-News is being retired. WIC staff may keep current with breastfeeding news and events by signing up for the United States Breastfeeding Committee (USBC) Weekly Wednesday Wire. This emailed newsletter provides updates and links to current research. Joining the Kansas Breastfeeding Coalition, Inc. (KBC) will keep staff up to date on Kansas breastfeeding news.

ACTION REQUIRED: Share with staff how to sign up for the USBC Weekly Wednesday Wire and KBC membership information.

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Link to signing up for the USBC Weekly Wednesday Wire

http://org2.salsalabs.com/o/5162/signup_page/sign-up

Membership information for the KBC - <http://ksbreastfeeding.org/join/>

2016 Nutrition Services Plan Guidance

The 2016 Nutrition Services Plan Guidance was sent to LAs via email at the end of May. It can also be found at this link under the Nutrition Services Plan tab - http://www.kansaswic.org/local_agencies/.

The Plan has been completely revised, so be sure to read through it completely before writing your 2016 Plan. One note regarding using this document is that the checkboxes can be checked by clicking on the check box with your mouse. To uncheck a box, simply click on the box again.

ACTION REQUIRED: Notify applicable staff regarding the 2016 Nutrition Services Plan Guidance. Plans should be completed and submitted no later than November 1, 2015.

Nutrition Education – wichealth.org is available via mobile device

Clients can access and complete nutrition education lessons on wichealth.org via their mobile phone or device. About 50% of clients who use wichealth.org are already completing their wichealth.org lessons through a mobile device. However, some clients may not be aware of this option. This can make completing their nutrition education easier and more convenient.

Agencies can learn more about wichealth.org through the www.support.wichealth.org website. This website is where WIC staff can find information on implementation, statistics on usage in our state, a facilitator guide on how staff can help a client get the most out of each lesson and much more. Check it out! The wichealth staff are responsive and helpful if you need their assistance.

Another resource for more information can be found on our website training page at:

http://www.kansaswic.org/local_agencies/training.html. The 2011 wichealth.org implementation and Q and A are found at the bottom of the training page.

ACTION REQUIRED: Promote the use of wichealth.org to clients for completion of their low risk secondary nutrition education. Point out that they can do this through their mobile device. Direct questions about wichealth.org to Julie Ornelas, jornelas@kdheks.org or 785-296-0094.

Resources – Nutrition Education – Key to KWIC Notes Abbreviations

Clinic staff uses a multitude of abbreviations in KWIC Notes which can cause problems as clients transfer from clinic to clinic. A list of abbreviations commonly used in Kansas WIC clinics will be posted on the WIC website to assist in reading notes.

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ACTION REQUIRED: WIC Coordinators please send a list of your clinic's commonly used abbreviations to pdunavan@kdheks.gov by July 31, 2015. Pat will compile a list and post for staff use.

Staff Training and Education – Education Opportunity – Breastfeeding 101

Nutrition and WIC Services (NWS) is collaborating with the Kansas Breastfeeding Coalition, Inc. (KBC) to bring Breastfeeding 101, a 4½ hour training, to your community. The training includes: Establishing and maintaining sufficient and safe breast milk supply; Breast anatomy and physiology; Assessing milk transfer; Latch and positioning; Maternal diet and lifestyle choices (substance and alcohol); Prescription and nonprescription medications; Infant stomach capacity; Baby behavior feeding cues; Breastmilk expression, both hand and pump; Safe handling and storage of breastmilk; Returning to work; and Biologically appropriate bottle feeding (quantity and technique.)

WIC clinics or local breastfeeding coalitions are asked to obtain a location, invite interested community members (can include several communities) and provide a projector, screen and copies of class materials. NWS and KBC will do all the rest – conduct the training and provide continuing education credits.

ACTION REQUIRED:

Discuss with staff and contact Martha Hagen if interested in offering this great training to your community. mhagen@kdheks.gov or 785-291-3161

KWIC-Auto Void

Auto Void has begun running as a nightly batch process as of June 16, 2015 on all the unredeemed checks in KWIC. The system will automatically void checks when all the following conditions are met:

- The check has not been voided under any other circumstances
- The check was never replaced
- The check has never been redeemed
- The first use date is at least 90 days old

You will see checks listed as “AutoVoid” under the Status column on the Check History screen. See screen shot below.

03/16/2015	04/16/2015	1075536502	Child 12 to 24 mo old - 3	3	On Demand	Voided	View Signature
Voided on 06/16/2015 for AutoVoid							
03/16/2015	04/16/2015	1075536501	Child 12 to 24 mo old - 3	2	On Demand	Voided	View Signature
Voided on 06/16/2015 for AutoVoid							
03/16/2015	04/16/2015	1075536500	Child 12 to 24 mo old - 3	1	On Demand	Voided	View Signature
Voided on 06/16/2015 for AutoVoid							

ACTION REQUIRED: Inform all staff.

KWIC Focus – KWIC Potpourri

This month's issue of *KWIC Focus* is included at the end of this memo and is also available on the web site at http://www.kansaswic.org/local_agencies/kwic_focus_newsletter.html

ACTION REQUIRED: Have all staff read *KWIC Focus*.

Training: Educational Opportunities

- Webinar on Child Retention Strategies in the Special Supplemental Nutrition Program for Women, Infants and Children (WIC): On August 26, from 1-2 pm Central Standard Time, FNS will host a one-hour webinar describing WIC child retention strategies currently underway for all State and local WIC agencies. The webinar will highlight three State agencies that have developed initiatives to increase the participation of children between the ages of one and four. The National WIC Director will provide an introduction and overview of the issue. The Arizona WIC Program will describe their focus group findings about obstacles to continued participation in WIC as well as describe their WIC Special Project Full Grant. The Vermont WIC Program will describe their WIC Special Project Mini Grant – WIC2Five: Using Mobile Health Education Messaging to Support Program Retention. The Minnesota WIC Program will describe their outreach/education to medical providers of WIC participants to encourage their continued participation in WIC.
Save the date and watch for registration information via email or in future I-memos. The webinar will be recorded for future viewing.

- Delivering Change – Perinatal Education Conference “When Opportunity ROCKS” – July 17, 2015 in Junction City, KS. See the following link or more information - <http://www.deliveringchange.org/summerconference.html>

- CAPPa Certified Lactation Educator (CLE) Trainings. Save the date for the next training– September 28-30, Garden City, KS.

- Reminder (from October I-memo): There will be no Kansas WIC Conference in 2015. The next conference will be a statewide conference in the spring of 2016. Clinics are encouraged to consider using budgeted funds to send WIC staff to other appropriate training opportunities.

- Kansas WIC New Employee Breastfeeding Training -“Using Loving Support to Grow and Glow in WIC”. All new employees are required to attend Loving Support training. WIC Coordinators may choose to wait and send new employees to the nearest training, as long as the person will have been employed in WIC for less than one year by the time they attend. Watch for details in future I-Memos.
 - Wichita – November, 2015. (date to be determined)
 - Topeka – June 2016 (date to be determined).

- An online breastfeeding continuing education tutorial titled: “Expanding Pediatricians' Roles in Breastfeeding Support Continuing Medical Education (CME) Online Tutorial” is available.

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There is no charge for this tutorial. To access the program, click on or cut and paste this link into your browser:
<http://www.northeastern.edu/breastfeedingcme/index.html>

ACTION REQUIRED: Share information with appropriate WIC staff about these continuing education opportunities. WIC staff is encouraged to attend additional nutrition and breastfeeding trainings and conferences. Consider sending appropriate WIC staff to trainings and conferences according to your local agency training needs and as the local agency budget allows. The SA encourages WIC staff, if appropriate, to also obtain funding through - [ADM 11.02.00 Financial Support for Local Agency On-Going Training](#).

This policy provides information on the possibility of obtaining financial support from the SA for additional training. Be aware that the policy specifies that staff time is not covered in these special funds. Appropriate staff time would be covered under regular WIC funds or other county funds as approved by supervisor. If additional regular WIC funds are needed for staff time, contact your SA lead for guidance.

If you have any questions regarding this memo, please contact the state staff member assigned to your agency.

Items: KWIC Focus