**Meeting Notes of January 25, 2018**

**NW District Meeting**

**St. Joseph Health Department**

**904 S. 10th Street**

**St. Joseph, MO 64503**

1. **Attendance –** Ernestine Persley, DHSS; Doug McKeever, DHSS; Heidi Loecke, Platte County; Lori Bunton, Clay County; Tammy Clough, Clinton County; Kristi Moore, Caldwell County Health Dept.; Lisa Horn, City of St. Joseph; Phone line – Christine Wright, Crescent Clinic; Basima Bayazid, Crescent Clinic; Darla Ketchum, TMC; Rachel Camp, TMC, Brenda Brewer, TMC; Jenny Gladden, Cass County. Rhonda Breitenbecher, Johnson County; Lakeisha Davis, Swope; Sherrie Carder, Davies County.

2. **Missouri WIC Association updates**

* Next meeting - February 7, 2018 Jefferson City
* Don’t forget to Vote deadline January 31st
* WIC Conference – Branson, MO October 3 – 5, 2018.

3. **Ernestine Persley**

* WIC-27 for formula mixed with breast milk is not needed. Be sure to document in general notes what is being done.
* Milestones Program updates from Agencies utilizing the program.
	+ Davies County – going well.
	+ Possible referral would be to “Parents as Teachers” program
	+ Would be more participant-centered to ask participant if they would like to complete assessment rather than to hand it to them and tell them to complete.
	+ Caldwell has implemented the program and has received good feedback; no referrals yet
	+ Platte plans to implement the program soon.
	+ Agency’s not using floor graphics, not sure would last due to cleaning process—Needs Action
* MOWINS
	+ As of right now Clerks have access to change food packages, this will be going away unless Clerks are trained to be WIC Certifiers.
		- Initially clerks were given access to change food packages when MOWINS was first implemented. It was to be a temporary access. The state will be closing that window in the near future.
		- Most agencies present seem to know staff who would be affective
		- Ernestine has a list of these “temp clerks”.
* Monitoring – Skills Validation-a new LA staff responsibility
	+ In the near future, LA skills validation will replace skills validation currently being done during WC/CPA face-to-face training.
	+ LA required to assign staff member as “Skills Validator”
	+ Validation of anthropometric skills will be the responsibility of the LA.
	+ Procedures are being worked through right now.
	+ WIC training will no longer be doing skills validation.
	+ Some policies, procedures and/or forms will be changing
	+ Advise TA staff if LA agency Skills Validator changes.
	+ Let Ernestine know if you have more than 1 validator for agency.
	+ Ernestine will keep us update.
* Fully Breastfeeding package given to Mom not living in same household as baby.
	+ Infant of fully breastfeeding mom must be on WIC in order to give mom this status
	+ Document mom’s t circumstances in chart.
	+ Pull Crystal Report Breastfeeding mom report monthly. Investigate any breastfeeding moms not linked to an infant. —Needs Action
* E-cigarettes
	+ Do not count them as smoking risk factor or # of cigs
	+ Not a tobacco product
	+ Lori brought up issues with second hand smoke. Are we getting the correct information during our assessments? Suggestions about different ways to phrase the question of get a more complete picture, i.e.
		- What places does your infant go where someone might be smoking?
		- Who is your infant around that smokes?
* **Actions/Answers**
	+ LA concerned with how Milestone Program floor graphics endure cleaning?
		- LAs in the Milestones pilot used their floor graphics. Mopping over them was OK. They went around them with floor buffers, etc. Some of the graphics have been on the floor for 6-7 years! I encourage you to use them. Thanks for your participation!
* Breastfeeding Women Crystal report: after further review of this report, I urge agencies to pull this report monthly. Repetitive errors found:
	+ Infant and mom not linked -- may cause miscount in caseload, maybe over issuance
	+ Infant’s date of birth and mom’s actual delivery date do not match. MOWINS will link the two regardless, but doesn’t show up on report??
	+ health information not completed on a VOC. (policy requires completion) Without completion, mom and infant cannot be linked

4. **Doug McKeever**

* Caseload down
	+ Immigration and birth rates are down
	+ Be sure to follow up on no shows
* E-WIC
	+ Moving forward – Bid proposals are out
	+ Planning to be implemented fully sometime in FY2019
* Spare Equipment
	+ Baby bucket scales and recumbent length boards.
	+ Call Doug if interested in any of these items.
* Vendor Complaints
	+ Be sure to use the newest version (11/15)
	+ Be very detailed, have State WIC# on it too.
	+ Fax to State

6. **Anything else?**

* Program integrity questions – Make sure the same person is not doing the income & risk factors within the certification.
* Look at rewording the “Notice of Certification” stickers – they can be confusing to the client.
* In our District meeting/call, the question was asked about a change in instructions from the MOWINS Help Desk. Here is the scenario and the reason behind the new, but *temporary*, process.
* Topic: Child returning years later as a prenatal.

Situation: A prenatal applies for WIC but has a previously issued SWID from childhood. The system will not allow the new prenatal status to be entered. The Help Desk asks us to add “child” to the name of the original record and start as a new certification for a new applicant for the prenatal.

The Reason why: This is a temporary situation as the old record (HHID & SWID) has been “locked” by the programmers while they prepare to archive off old records. Issuing a new SWID and Household is a temporary work-around so the archive project can proceed quickly.

Temporary is the word I was given from Jefferson City.

* The State has paid for all agencies to be members of the National WIC Association (NWA).

7. **Next Meeting**

* April 19, 2018 @ 1:30pm NW District Office, 3717 S. Whitney Avenue, Independence, MO 64055