# Central District

# Meeting Minutes

November 15, 2016

1. Call to order

Discussed having meetings face to face, other districts meet in person. Conference call line will be available. Survey to be sent out in next couple of weeks regarding February meeting dates. Discussed having them in different counties. Fridays seems to be the day most agencies are not in clinic. More information coming soon called to order the regular meeting of the Central District at 11:04am on November 15, 2016 by conference call.

1. Roll call

Camille Roland conducted a roll call. The following persons were present: From local agencies: Susan P, Paula M, Tracy, Susan W, Erin, Avis, Brenda, Mary, Melinda, Suzanne. From the State Office: Rose, Rita, Susan White, Gwen, Betty, Debbie and Doug

1. Guest Speaker Gwen Sullentrop introduced herself. Gwen is the TA for Central District. Still in training. When emailing, State staff, please copy Gwen to help her learn faster
2. Missouri WIC Association update
3. Conference survey will be available soon, please fill out and submit. Can also forward feedback to Camille
4. Any topics you would like discussed during these meetings, please email Camille. Guest speakers included.
5. State Staff
6. Rita talked about 36’ sticks carried around monitoring. Do not be intimidated. These are used to make sure measuring devices for certifications are correctly positioned. Agencies should consider purchasing their own sticks to routinely double check the equipment.
7. Rita begin the discussion regarding post partum training to be offered through the State. This training is based off movie Dark Side of the Moon. This training will be 4-6 hours, so plan for all day. This training will discuss types of post partum depression and prescreening.
8. Rita discussed risk fact 332Z. Closely spaced pregnancies. These were risk factors assigned prior to October 1. Post October 1, 2016, it includes the outcome resulting in live birth. If assigned before October 1, nutritionist need to reassess risk factor and manually check. Please email or call Rita if any questions.
9. Susan joined the group today to new the new WIC clinic assessment tool . This clinic assessment includes certification and nutrition process as well as customer service and clinic environment. This assessment should be used as a self monitoring tools in the off year of monitoring. Agencies can use this tool more than once a year, but should be used every 2 years.
10. Susan discussed USDA monitor findings regarding income. When families are adjunctly eligible for the program, they must self declare their income.
11. Another USDA finding discussed was notice of end of certification. Stickers available in warehouse, with participant names and end of cert dates. Can be ordered for folders and used. Comes in 17 languages. Must buy paper to print off in other languages. Agencies can also give families a verbal. Verbal notice must be documented in notes. Agencies can also write end of cert dates on folders. This has been the trend for most agencies.
12. February meeting dates

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Meeting adjourned at 11:40am