

MEETING AGENDA

Meeting Name: NYS WIC Association Board of Directors

Meeting Date: June 5, 2023

Meeting Time: 2:00 PM EST

Location: Zoom Meeting:

<https://us02web.zoom.us/j/88698130922?pwd=aDAzWFVFc3BvZWJwK1d5M1FtTFINQT09>

INVITEES:

Department of Health:

- Corie Nadzan (Bur. Dir)
- Samantha Phillips-Brown (Bur. Dir)
- Josh Huggins (Bur. Dir/QANS)
- Amy Simmons (Bur. Dir)
- Andrea Wahrlich (Bur. Dir)
- Ali Stark (ISMS)
- Renee Wing (PCCS)
- Tammy Leone-Curtis (FDMVS)
- Jillian Osborn (QANS)
- Cassandra Stockman (FDVMS)
- Joann Tierney-Daniels (FMS)
- David Becker (CDRO)
- Iris Marchante (MARO)
- Ivette Santiago (MARO)
- AmyLyn Clarke (WRO)
- Becky Monahan (WRO)
- Beth Huber (WRO)
- Nancy Mendillo (CNYRO)
- Cheryl Nary (FMS)
- Barbara Bowen (WRO)

Board Members:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Lauren Brand | <input checked="" type="checkbox"/> Lori Spatalo-Davis |
| <input checked="" type="checkbox"/> Andrea Byrne | <input type="checkbox"/> Sara Hettel |
| <input checked="" type="checkbox"/> Tammy Lana | <input checked="" type="checkbox"/> Keri Santos |
| <input checked="" type="checkbox"/> Lisa Fermin | <input checked="" type="checkbox"/> Ashley Clarke |
| <input checked="" type="checkbox"/> Megan Fulton | <input type="checkbox"/> Tommi-Grace Melito |
| <input checked="" type="checkbox"/> Lauren Sondey | |
| <input type="checkbox"/> Tanya Reese (Advocate) | |
| <input type="checkbox"/> Sue Kowaleski (Advocate) | |
| <input checked="" type="checkbox"/> Misha Marvel (SW Advocate) | |
| <input checked="" type="checkbox"/> Monica Gopaul (Advocate) | |
| <input checked="" type="checkbox"/> Melissa Sacco | |
| <input checked="" type="checkbox"/> Rudy Sicari | |
| <input type="checkbox"/> Cindy Walsh (Advocate) | |
| <input checked="" type="checkbox"/> Sherry Wilson (SW Advocate) | |
| <input type="checkbox"/> Elizabeth Crofut | |
| <input type="checkbox"/> Helene Rosenhouse-Romeo | |
| <input type="checkbox"/> Sara DeFrank | |
| <input checked="" type="checkbox"/> Penny Bashford | |
| <input type="checkbox"/> Mary Maziarz | |
| <input checked="" type="checkbox"/> Kristien VanHouten | |
| <input checked="" type="checkbox"/> Liz Crofut | |

AGENDA SECTION	TOPICS	WHO
Welcome & Agenda	<ul style="list-style-type: none"> ❖ Outline of today's meeting ❖ Project Sunlight Forms ❖ Introductions 	Lauren
General DOH Updates	<ul style="list-style-type: none"> ❖ Corie is now on maternity leave and Sam and Josh will be stepping in to covering. ❖ WIC Modernization Grant – The funding has been accepted and is currently being discussed on what will be done with it. 	Josh/Sam

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Program Communication and Collaboration Section	<ul style="list-style-type: none">❖ Autodialer –<ul style="list-style-type: none">• We have reached out to CA to learn more about their statewide autodialer and will explore the options for NY.❖ Remote Services<ul style="list-style-type: none">• Starting August 9, the expectation is for participants to be offered the option of in-person or remote for all appointment types.• In-person appointments must be made available at all sites. If a temp site has no scheduled in-person appointments, it may not be necessary for the site to be staffed. LAs will need to consider how to message their scheduling practices to ensure that applicants and participants are appropriately informed.• Distinguishing between remote and in-person appointments:<ul style="list-style-type: none">○ There will not be anything immediately available in NYWIC to distinguish between in-person and remote appointments. Some LAs have been operating a hybrid schedule already and have come up with ways to manage schedules. DOH will seek ways to compile and share strategies and best practices around scheduling.○ DOH will explore opportunities to update letters and reminders to be applicable for both in-person and remote appointments however this is a more complex process than it may seem.• Anthropometry/Hematology – LAs should not deny or limit benefits based solely on the lack of anthropometry or hematology data. All attempts to collect data must be documented.• DOH is working on additional written guidance on implementation of the new waivers.	Renee
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<p>Quality Assurance and Nutrition Section</p>	<ul style="list-style-type: none">❖ Staffing Updates – Issues with hiring staff at this time? with the new education requirements coming down and not many interns, may have to look into how this will go moving forward on staffing. Also having good training plans in place in case we have to hire someone who does not have nutrition backgrounds. We need backup plans. In the southern tier, it can be difficult in finding a nutritionist, but with the current guidance it's hard to find staff. IF we followed the USDA guidance it may be easier to find qualified staff. Josh: We will look into this. I am following up with USDA on what specifically they mean by State or local medically trained health official.❖ Wichealth – getting ready for the July webinar, Helene will be presenting. Hoping to get more buy in. Working on updating the guidance. I know local agency staff had asked if they could update the household ID themselves instead of contacting the WIC participant. Josh: The option for the nutritionist to be able to make changes to a participant's household ID and local agency in wichealth is being added.<ul style="list-style-type: none">• Q: It would be helpful if they set a password and user forget it, would be good to be able to reset it - This came up in our initial discussions with wichealth. We can turn this feature on, but we didn't want to burden local agency staff with having to handle password resets for participants. If this is something a lot of agencies want, we can look into it. Talk with your Online NE workgroup members and make the suggestion.❖ Training Updates - Did release updated training calendar for Oct, Nov & Dec but did not include in-person trainings. Having trouble filling in-person along with virtual trainings. People having issues when a training is cancelled and rescheduled, messing with people's schedules. We are doing our best to not cancel trainings, but we are struggling with getting enough attendance. We decided to make all our trainings virtual for the rest of the calendar year in the hope that we will get better attendance and not have to cancel trainings.	<p>Josh/Jill</p>
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<p>Food Delivery and Vendor Management Section</p>	<p>❖ Farmers Market</p> <ul style="list-style-type: none">• Dept of Agriculture & Markets is working on shipping out FMNP folders this week. In the meantime, there is a copy of the Rack Card with the instructions (PDF of folder) on the WIC Library in the Food Delivery > Farmers' Market Nutrition Program > 2022 folder.• No plans to translate the actual FMNP folders into multiple languages. There are copies of the Rack Card on the WIC Library (in folder listed above) that are already translated into several languages. Information on these Rack Cards is still up to date. LAs can print as needed.• Regarding the question about there being fewer farmers/markets this year and whether there may be more throughout the season. Per Ag & Markets, they do accept applications throughout the season from markets who want to participate in FMNP, but they are not guaranteed approval after March 31. Farmer applications are rolling but Ag & Markets stops accepting new farmer applications near the end of the program season. Therefore, it is a possibility that more farmers and markets will be added during the season, although it may not be likely.	<p>Tammy/ Cassie</p>
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Fiscal Updates	<ul style="list-style-type: none">❖ NYS DOH Staff Overtime Policy<ul style="list-style-type: none">• Overtime is defined by the U.S. Department of Labor as “hours worked in excess of 40 in a workweek at a rate not less than time and one-half their regular rates of pay”. Agencies should adhere to their Sponsor Agency’s (SA) overtime policy or federal overtime regulations, whichever is more restrictive.• Overtime pay is not deemed an approved cost in the WIC budget and requires written prior approval, to the extent practical, from the agency’s Regional Office. When prior approval is not practical, agencies should submit requests within one week of overtime commencing. Overtime without <u>prior</u> approval may not be approved.• Agencies must maintain written approval to support all claimed overtime costs.• Unapproved overtime cannot be claimed and will not be reimbursed.❖ Fiscal/Budget<ul style="list-style-type: none">• NYS DOH continues to advocate for increased WIC funding. As stated in the RFA, increases for subsequent years are dependent on available funding and are not guaranteed.• There is no appropriation for COLA in the current enacted State budget.• The award amount is the annual budget amount for the 5-year contract term.❖ NYWIC Equipment 2024<ul style="list-style-type: none">• No, NYS WIC is not anticipating purchasing new or replacing non-operational NYWIC equipment for agencies. Allowable equipment purchases should be supported by agency budgets.❖ RFA<ul style="list-style-type: none">• The debriefing process is very limited in scope. Its intent is to share the strengths and weaknesses of any agency’s application and to provide information related to the applicant’s relative ranking in the major evaluation categories of their submission.	Joann/ Cheryl/Josh
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Information Systems Updates	❖	Ali
Other	<ul style="list-style-type: none">❖ This is Lauren Brand's last meeting as chair.❖ This is Tammy Lana last meeting as she is retiring.	Regional Offices