MEETING AGENDA	
Meeting Name: NYS WIC Association Board of Directors	
Meeting Date: April 4, 2022	
Meeting Time: 2:00 PM EST	
Location: Zoom Meeting: https://us02web.zoom.us/j/88698130922?pwd=aDAzWFVTc3BvZWJwK1d5M1FtTFlNQT09	

INVITEES:	
Department of Health: ☒ Corie Nadzan (Bur. Dir) ☒ Samantha Phillips-Brown (Bur. Dir) ☒ Josh Huggins (QANS) ☒ Alison Conneally (PCCS) ☒ Carol Pry (FMS) ☒ Jen Cioffi (ISMS) ☐ Donna Wang (FDVMS) ☐ Joanne Murnane ☐ David Becker (CDRO) ☒ Iris Marchante (MARO) ☐ Ivette Santiago (MARO) ☐ AmyLyn Clarke (WRO) ☒ Beth Huber ☒ Becky Monahan (WRO) ☒ Nancy Mendillo (CNYRO)	Board Members: ☒ Lauren Brand ☒ Lori Davis-Spatalo ☒ Andrea Byrne ☐ Michelle Downer ☒ Tammy Lana ☒ Megan Fulton ☒ Tommi-Grace Melito ☒ Lauren Sondey ☐ Tanya Reese (Advocate) ☐ Sue Kowaleski (Advocate) ☒ Misha Marvel (SW Advocate) ☒ Lisa Fermin ☒ Melissa Sacco ☒ Rudy Sicari ☐ Cindy Walsh (Advocate) ☒ Sherry Wilson (SW Advocate) ☐ Judette Dahleiden ☒ Helene Rosenhouse-Romeo ☐ Sara Hettel ☒ Penny Bashford ☐ Mary Krypel

AGENDA SECTION	TOPICS	WHO
Welcome & Agenda	❖ Outline of today's meeting ❖ Project Sunlight Forms ❖ Introductions	Lauren

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General DOH Updates	❖ ARPA Funding Corie - $390M for outreach, innovation, and program modernization. Per Lizbeth Silberman at the NYS WIC Association, this funding will be utilized for initiatives including multiple grant opportunities, a robust outreach campaign, and to support online shopping. We are eager to learn more as USDA determines how to best support participant needs ❖ QN Staff Recruitment ○ Alison – 1460 references recruitment tool w/DIS and contact information, created 2-3 years ago. Good starting point. The recruitment tool is in library. Alison to send link for minutes. ❖ Corie - Dashboard data still working on this.	Corie

Program Communication and Collaboration Section	❖ PC Module –BF Status early in cert.
	    ○ It's part of the cert action process and is connected to certification, and drives screens going forward. Suggested asking open-ended questions up front to see where participants are to help them get comfortable to ask the questions. May have to update the screens after finishing the assessment. CO to discuss in BF coordinator meetings.
	
	    PC support is designed for mom, not infant. The infant doesn't get the referral for the PC. If PC is still providing support to the mother after one year, documentation would still need to go under mom. Association suggested a workgroup for feedback and demos to show what's working/not working in NYWIC.
	
	    Reinforced remedyforce for any system issues and ERS
	
	❖ PC Ratio –fiscal module, not available yet.
	    ○ Alison to look into PC curriculum for ratios.
		Alison

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Quality Assurance and Nutrition Section	❖ LMS/WIC Library
	   o LMS, has been the focus. No new activity. The workgroup will reconvene soon and we will stay in touch to review the library.
	   o Library workgroup - can open up library workgroup to 1 LA staff per region for feedback
	
	❖ LACASA Module
	   o Concerns shared regarding sign off, comments, QA progress
	   o Requested feedback on training. CO to put out guidance.
		Josh

Food Delivery and Vendor Management Section	❖ Welcome Tammy!
	❖ Formula
	   o All of the formulas on the NYS WIC Formulary allow for multiple forms such as concentrate and RTU, if they are available on the market
	   o NYS WIC has a formal review process for all formulas that will begin in June 2022
	   o We have not received requests for alternative formulas that are not on our Formulary
	   o If participants need to request a formula to be added to WIC, they can submit a request to: wicfoods@health.ny.gov
	   o Policy updates
		Corie

Fiscal Updates		Corie

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Information Systems Updates	❖ Release Webinars 1.18 is CORE release so no webinar. 1.19 will be a release. Can't put webinars out ahead because based on testing and not ready until a few days sooner. Going forward, trying to manage the scope of the release so that they're not so large.
	❖ Reports – NYS DOH has surveyed the regions to prioritize what's addressed next.
	   o Lauren – good topic for Coordinator meetings (what are you using, how are you using them). WICSIS had report guidance (when to run, how to use, where is the data being pulled from).
	   o Lisa F - Questionable accuracy – would help to know where data comes from to assess accuracy.
	   o Jen reiterated submitting HD tickets if questioning data in a report.
		Jen

Other		Regional Offices