

New York State WIC Association
Board of Directors Meeting
Date: April 4,2023
Location: Zoom Meeting

BOD Present: Penny Bashford, Lauren Brand, Andrea (Ondie) Byrne, Ashley Clarke, Elizabeth Crofut, Sarah DeFrank, Lisa Fermin-Rivera, Megan Fulton, Sue Kowaleski, Misha Marvel, Tommi-Grace Melito, Melissa Sacco, Keri Santos, Tanya Reese, Helene Rosenhouse-Romeo, Rudy Sicari, Lauren Sondey, Loriann Spatola-Davis, Kristin VanHouten, Cindy Walsh, Sherry Wilson

BOD Absent: Sara Hettel, Tommi-Grace Melito, Cindy Walsh

Members/Staff: Mary Maziarz, Tammy Lana

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
Call to Order	<ul style="list-style-type: none"> With a quorum established, Chair Lauren Brand called meeting to order at 1:04 p.m. 	Establish quorum	None
Minutes Approval	<p>Andrea Byrne made a motion to approve minutes from February 2023. Lauren Sondey seconded the motion.</p> <ul style="list-style-type: none"> Minutes were unanimously approved, with one abstention. 	Minutes approved	None

<p>Chair's Report</p>	<p>Lauren Brand</p> <ul style="list-style-type: none"> • Lauren has been meeting with Chair Elect- Lisa Fermin-Rivera biweekly for Lisa's transition to this role. • A FOIL was emailed to the State asking for the NYS WIC appropriations from 2019-2022. Response sent, showing same amount since 2019. Did not ask what funds were used for. Lauren was on a call with Jill (Corrie's boss) from Dept of Budget- shared only 5 states provide money to WIC, New York is one of them. • Exec. Director update: Spoke with Susan at NYCON who strongly suggested hiring this person as an employee. • Survey results- 106 out of 150 responses budgeted for in-person conference. • Committee Chair Meeting: Lisa and Lauren met with Chairs and Co-chairs to regroup and identify strengths to determine how Lisa can support the committees. Reviewed updating the Strategic Plan and streamlining the process of updating. 	<p>Tammy will send out draft directions for updating the strategic plan.</p>	<p>Tammy Lana</p>
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	COMMITTEE REPORTS		
Board Development	<p>Elizabeth Crofut</p> <ul style="list-style-type: none"> • The committee proposed an election procedure. Liz Crofut made a motion to approve the procedure and Loriann Spatola-Davis seconded it. Passed with zero abstentions and one opposition (Sue Ko. • Discussed working on creating Administrative Assistant job description and a position description for Director Emeritus. • Reviewed vacancies on board from all regions. Shared nomination request and forms went out via email. 	None	
Consumer/Vendor	This committee has merged with Marketing/Membership Committee.	None	None
Conference	<p>Melissa Sacco</p> <ul style="list-style-type: none"> • Conference agenda is finalized, budget looks good. At a minimal of \$38,000 profit. Currently have 308 total attendees and 15 sponsors. • Gathering a list of speakers for next year. 		
Finance	<p>Andrea Byrne</p> <ul style="list-style-type: none"> • Reviewed treasurers bank records- reported \$13,976 profit. • Reviewing information from accountant, due by May 13th. • Discussed more about hiring process/financials of Exec. Director. • Currently editing budget request forms for committee chairs. 	None	None

Marketing & Membership	<p>Lisa Fermin-Rivera</p> <ul style="list-style-type: none"> • Committee has been very active. The Meet & Greet was held on March 17th- discussion on celebrating National Nutrition Month and RFA. There were 21 participants. Received feedback from attendees and will continue to utilize these to improve and expand on the Meet & Greet's. • Newsletter went out in March- huge thanks to those who submitted an article! • Social Media has been very active, committee members have volunteered to participate in social media. Lisa shares her gratitude towards volunteers. 	None	
Legislative	<p>Misha Marvel</p> <ul style="list-style-type: none"> • In early March, Committee members and invited local agency staff conducted 5 virtual Congressional office visits with House members who serve on committees who have jurisdiction over WIC. Meetings consisted of encouraging CVB permanencies, need for online mobile WIC shopping, finalizing proposed food package, and making remote services permanent. • The two individuals who won the scholarships to attend the NWA Policy Conference were very involved in the Congressional office visits and submitted newsletter articles for the Spring newsletter. The Committee unanimously recommends the Board sponsor local agency staff for future NWA Policy Conference registrations. • The committee submitted final comments for the proposed food package rule. USDA was looking for more comments surrounding modernizing WIC and mobile shopping- final comments are due in May. • Senator Gillibrand introduced the Modern WIC Act which was shared on our association social media sites. 	None	None
LA Program Operations	<p>This committee has not met</p> <ul style="list-style-type: none"> • Lauren shared she sent an updated Outreach policy for comment by March 31st and will send the comments out to the board. 	Lauren to send comments to the board.	Lauren Brand

Additional Comments	<ul style="list-style-type: none"> • Lisa and Lauren B. were nominated by NWA to represent local agencies and New York State on the NWA board. 		
Regional Reports	<ul style="list-style-type: none"> • Capital: Met with Regional Office and mainly discussed the RFA, online nutrition education and substance use policy. Discussed concerns with being pushed to see participants in-person if there will still be remote services. Discussed concerns with record review, with records that are not pertinent and needing to submit a help desk ticket to get a different record. • Metro: NYC Metropolitan Association is still contracted with The MirRam Group until July. Working with local agencies to collect feel-good stories to present to the MirRam Group. • Central: Have not met recently, discussed one agency did not receive RFA. • Western: Haven't met since February, have an upcoming meeting. 	Lauren will forward record review issue to Corrie.	Lauren Brand
Adjournment	Motion to adjourn meeting made by Andrea Byrne and seconded by Helene Rosenhouse-Romeo. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 2:52 p.m.		

Minutes prepared by **Megan Fulton**
WIC Association of NYS Secretary, **Date: 5/31/23**

Minutes reviewed by **Lauren Brand**
WIC Association of NYS Chair, **Date:** _____