

**New York State WIC Association  
Board of Directors Meeting**

Date: June 8, 2021

Location: Zoom Meeting

**Present: Penny Bashford, Lauren Brand, Andrea Byrne, Brian Coleman, Lisa Cogswell, Judette Daleiden, Michelle Downer, Lisa Fermin-Rivera, Megan Fulton, Vijay Jain, Sue Kowaleski, Mary Krypel, Misha Marvel, Tommi-Grace Melito, Tanya Reese, Helene Rosenhouse-Romeo, Melissa Sacco, Rudy Sicari, Loriann Spatola-Davis, Cindy Walsh, Sherry Wilson**

***Judette Daleiden***

**Absent:**

**Guests:**

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
<b>Call to Order</b>	<ul style="list-style-type: none"> <li>With a quorum established, Chair Lauren Brand called meeting to order at 1:05 p.m. Permission was verbally sought and obtained to record session.</li> </ul>	Establish quorum	None
<b>Minutes Approval</b>	<ul style="list-style-type: none"> <li>Misha Marvel made a motion to approve minutes from the April meeting as written. Andrea Byrne moved the motion. Minutes were unanimously approved, with zero abstention.</li> </ul>	Minutes approved	None
<b>Chair's Report</b>	<p><b>Lauren Brand</b></p> <ul style="list-style-type: none"> <li>Update from NWA: Suggest states create theme for CVB posts. For their annual and breastfeeding conferences plan is to be in-person 2022. No mention about Leadership conference being live. Megan Fulton and Melissa Sacco will be attending NWA's conference this year.</li> <li>Regional updates: Loriann Spatola-Davis for Central: Some issues were forwarded to the Chair, but specific examples were not provided. Lauren Brand stated that specific examples are helpful.</li> <li>Mary Krypel shared concerns from Western region about what temp sites will be allowed to do regarding reopening. Melissa Sacco stated she needed to close a temp site.</li> <li>No new updates from Metro.</li> <li>Tammy Lana, Administrative Assistant, will dedicate more hours and post a consistent schedule</li> </ul>	<p>Communicate issues regarding temp sites to Central</p> <p>Send out work schedule</p>	<p><b>Lauren Brand</b></p> <p><b>Tammy Lana</b></p>

<b>Ad Hoc</b>	<ul style="list-style-type: none"> <li>BOD sent out a survey to all WIC NYS coordinators and 63 responses were received. Written communication will be sent to USDA regarding top suggestions for how to spend Recovery Act funding earmarked for WIC. State shared that there will not be a large stakeholder representation at the upcoming USDA-held listening sessions.</li> </ul> <p><b>Misha Marvel</b></p> <ul style="list-style-type: none"> <li>Will spend \$ 50n on boosting CVB posts.</li> </ul>	Send suggestions from survey to USDA	<b>Lauren Brand</b>
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<b>COMMITTEE REPORTS</b>			
<b>Board Development</b>	<p><b>Cindy Walsh</b></p> <ul style="list-style-type: none"> <li>Develop fillable form for nominations to be posted on website</li> <li>Received one nomination from Metro</li> <li>Still looking for other nominations. Reminder: provider can be a QN</li> <li>Move bylaw revisions along</li> </ul>	<p>Develop fillable nomination form</p> <p>Move bylaw revisions along</p>	<p><b>Tammy Lana</b></p> <p><b>Cindy Walsh and Helene Rosenhouse-Romeo</b></p>
<b>Consumer/Vendor</b>	<p><b>Megan Fulton</b></p> <ul style="list-style-type: none"> <li>No meeting held. Nothing to report</li> </ul>	None	<b>None</b>
<b>Conference</b>	<p><b>Mary Krypel</b></p> <ul style="list-style-type: none"> <li>Committee leadership solicited three bids for conference planners and Site Solutions was the most responsive. They did not increase their rates Committee makes motion to sign with Site Solutions for a three-year contract. Vote was held – unanimously passed, no abstentions.</li> <li>Plan is to hold virtual conference next year.</li> <li>Question came up about being allowed to pay in advance for 2022 dues with FFY 2021 money</li> </ul>	<p>Get 3-year contract with Site solutions signed</p> <p>Set date for 2022 conference</p> <p>Find out from Central office is this will be allowed</p>	<p><b>Mary Krypel</b></p> <p><b>Conference Committee</b></p> <p><b>Lauren Brand</b></p>

<b>Finance</b>	<p><b>Andrea Byrne</b></p> <ul style="list-style-type: none"> <li>YTD through end of May operating at \$80,312.00 profit ideas of ways to spend have come up. Some ideas include: formal training for Tammy Lana; Marketing and Membership to use some funds; scholarships for professional fees for RDs and CLCs.</li> </ul>	Continue to explore ideas for spending	<b>Finance Committee</b>
<b>Marketing &amp; Membership</b>	<p><b>Judette Daleiden</b></p> <ul style="list-style-type: none"> <li>No meeting held. Nothing to report</li> </ul>	None	<b>None</b>
<b>Legislative</b>	<p><b>Misha Marvel</b></p> <ul style="list-style-type: none"> <li>Raising awareness and lending support to two social media campaigns around free school lunch and ensuring Head Start is not left out of universal pre-K legislative process.</li> <li>Brian Dittmeier of NWA has agreed to speak to our board to talk us through WIC Act and CNR.</li> <li>There were some errors noted in the data received on NYS county and legislative data. Moving forward a FOIL request will be needed to get NYS county data or congressional district data for our annual legislative visits</li> </ul>	<p>Set up meeting with Brian Dittmeier</p> <p>Follow up with Central office regarding obtaining data in future</p>	<p><b>Misha Marvel</b></p> <p><b>Misha Marvel</b></p>
<b>LA Program Operations</b>	<p><b>Lisa Cogswell</b></p> <ul style="list-style-type: none"> <li>Committee will focus on three items: <ol style="list-style-type: none"> <li>Every few months look at new DOH policies and solicit feedback from regions on what clarifications/concerns they have</li> <li>Look at report and solicit feedback on what is working and is useful</li> <li>How do we return to sites: what are the DOH mandates and what mandate around signatures will be required – can e-sign be permitted for benefits</li> </ol> </li> </ul>	Develop focus items	LA Program Operations Committee
<b>Additional Comments</b>			
<b>Regional Reports</b>	None		
<b>Adjournment</b>	Motion to adjourn meeting made by Sue Kowaleski and seconded Andrea Byrne. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 2:58p.m.		

Minutes prepared by **Helene Rosenhouse-Romeo**  
Secretary, WIC Association of NYS  
Date: 6/25/2021

Minutes reviewed by **Lauren Brand**  
Chair, WIC Association of NYS  
Date: 7/7/2021