

Local Agency Conference Call Agenda

April 7, 2016
Beginning at 9:00am

Webex: <https://hhsmt.webex.com/hhsmt/j.php?MTID=mb8943f1d566d75690d2b08586c747f24>

Meeting Number/Access Code: 808 024 152 Audio/call in- (877) 668-4490

Agenda Items

State Update/Announcements (Kate)

- WFSG Status/meeting
- WIC Work Group/MAWA
- Survey:
 - Need TV or Computer Kiosk?
 - What kind of remote education will work for you & your participants?
 - Training topics by webex
- Funding- infrastructure & reallocation
- MOUs

Vendor (Leah/Kevin/Glade)

- Spring is a great time for retailer monitoring visits. Due by end of August.
- EBT Updates
 - UPC collection
 - Retailer enablement
 - Local Agency training

Admin (Kelly)

- April is a Time Study Month
 - Supervisors please remind/assist new staff
 - Should be recording every day
- April 15th is Final Deadline for Biannual Forms Order
 - Have enough stock to last until October 15th
 - There's a now a fillable PDF online, select the drop-down with lead agency name-(the city is attached to make it easier for P&G to fill orders)
 - Do not use the "others" option, that's only for agencies non-associated with WIC
 - Instead of bundles, they are single forms now
 - The lead clinic is responsible for ordering for their satellite clinics
- Civil Rights
 - It's now **required** in Moodle for all new employees

- All employees must complete annually by October, the Sign-in sheet is at the end of the PowerPoint. It can either be mailed, faxed or emailed to me
- The updated version for Spring 2016 is online now
- Tribal Eligibility Refresher
 - Applicant/participants using tribal enrollment as income verification may self-declare their income verbally or in a signed, written statement.
 - If the income amount declared is higher than allowed, assess for adjunctive eligibility or check proof of income.
 - The tribal member must be an enrolled member of the governing tribe(s) of the reservation where they reside; any household member's enrollment will qualify the applying household.
 - TANF is administered differently on reservations, it's possible you cannot use SIS to verify, if this is the case the participant/applicant must still provide an award letter.

Nutrition (Chris/Lacy)

- Breast pumps
 - Log, issuance, supply, explaining use
- Applications by lead WIC agency for a new Breastfeeding Peer Counselor Program
- Nutrition & Breastfeeding NWA Conference, September 8-10, 2016, in Denver
- Certified Lactation Specialist – Billings – application for reimbursement
- Remember to bring breast model to Spring WIC Conference
- Exit Counseling Requirement
 - Located on the website
 - Complete the form for your specific area
- Substance abuse forms
 - Must be given at all certification appointments.

NWA Leadership Conference- Jeanine & Kate to share experience