

Texas Association of Local WIC Directors
Annual Business Meeting
November 6, 2018
MINUTES

3	Claudia Soto	30	Brandy Patteson	43	Benny Jasso	70	Angela Kear
4	Sandra R. Lopez	31	Nikki Morrow	46	Rebecca Reed	71	Jannette Sepeda
7	F. Darlene Irwin	132	Leslie Hibbs	48	Jolene Norbert-Harrell	73	Melissa Gutierrez
10	Amanda Brogdon	33	Bertha Amaya	51	Meliza Garcia	74	Dawn Means
11	Tiffany Rice	34	Lois Woods	53	Kristin Parr	77	Merry Jo Hopkins
12	Clarissa Ramirez	35	Kathy Oliver	54	Michelle Cummings	89	Cynthia McComber - Not Present
13	Guillermo Walls	36	Derry Ann Krupinsky	56	Cristina Eureste		Proxy - Carl Clifton
17	Karen Gibson	38	Kathrine Galvan	60	Dorothy Thomas	90	Carolyn Operacz
19	Ofelia Caballero	39	Tecora Smith	62	Carla Rhodes	100	Margaret Payton
21	Janna Kaelin - Not Present	40	Jammie Wright	63	Letasha Jones	105	Jennifer Ranspot
Present		41	Norma Sifuentes	64	Mandi Wilcox	108	Scherry Barnes
	Proxy - Ramona Seward	42	Tina Horkey - Not Present	65	Kristi Kilgore	110	Krystal Seger
22	Linda Rains-Russell		Proxy - Alissa Orozco	67	Ginger Jones	126	Lea Hearnberger

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
CALL TO ORDER DAY 1: 11/06/2018 Darlene Irwin	The annual business meeting of the Texas Association of Local WIC Directors was called to order at 9:18 am on November 6, 2018 at the Holiday Inn in Tyler by Darlene Irwin. A quorum was present.	N/A	N/A	N/A
WELCOME & ANNOUNCEMENTS Darlene Irwin	Darlene Irwin welcomed TALWD members and encouraged members, especially new members or new directors to sign up for TALWD committees of interest. WIC Directors with less than 5 years' experience as a director and those with less than 1 year experience were invited to stand up and introduce themselves. The TALWD Board of Directors introduced themselves and committee or position they held. Tecora Smith recognized the Eastern Region and Planning Committee for organizing the TALWD Annual Meeting and Local Agency 39 administrative staff for helping plan the event as well.	N/A	N/A	N/A
TALWD ROLL CALL Nikki Morrow	The roll call for the TALWD Membership Roster and sign in sheet are attached. Of the 64 local agencies listed on the membership roster, 45 were present, 19 were not present. Of the 19 not present, 4 had a proxy present. Local Agency 21, 42, 89, and 26 were present by proxy.	N/A	N/A	N/A
APPROVAL OF MINUTES Nikki Morrow	The TALWD Annual Business Meeting Minutes from Tuesday, November 7, 2017 were not available for review or approval.	Darlene Irwin conferred with the Past President Council and determined the minutes would have to be reviewed and approved at the 2019 annual meeting.	Leslie Hibb, 2016-2017 TALWD Secretary, will provide minutes from the November 7, 2017	TBD – TALWD Annual Business Meeting 2019

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			meeting.	
TREASURER'S REPORT Sandra Lopez	The Chase and Wells Fargo financial statements were provided and time allowed for review and questions. Discussion took place regarding the Chase and Wells Fargo financial statements. A) Bertha Amaya noted the CPA fees increased to \$2,250 and inquired if the TALWD board approved the cost or if this needed action. Sandra Lopez stated TALWD did not go out for bids and she had received instruction to use the same CPA.	A) Tecora Smith recommended retroactive approval under old business for the CPA fees. Sandra Lopez stated the Treasurer will make sure the board provides approval in the future. B) The Treasurer's report was accepted as presented.	A) Voting Board Members B) Voting TALWD Membership	A) Old Business B) Immediate
VICE PRESIDENT OF ORGANIZATION & DEVELOPMENT Eileen Mendoza	A written and verbal report was submitted by Eileen Mendoza.	No action needed at this time.	N/A	N/A
Vice President of Organization and Development, Eileen Mendoza, called upon the following committees for reports:				
BUSINESS & FINANCE Merry Jo Hopkins	A written and verbal report was submitted by Merry Jo Hopkins. Discussion and questions were answered about co-sponsored events.	No action needed at this time.	N/A	N/A
LEGISLATIVE Carolyn Operacz	A written and verbal report was submitted by Carolyn Operacz.	The Legislative Committee will draft a public comment for TALWD regarding public charge.	TALWD Legislative Committee	TBD
MARKETING Janette Sepeda	A written and verbal report was submitted by Janette Sepeda.	A) If a member has been requested to provide webpage content, it should be turned in as soon as possible if not already. B) Add to new business to discuss and/or vote on having a second authorized.net gateway account that will incur additional cost.	A) TALWD Membership B) Janette Sepeda	A) Ongoing B) New Business
MEMBERSHIP Amanda Brogdon	A written and verbal report was submitted by Amanda Brogdon.	No action needed at this time.	N/A	N/A

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VICE PRESIDENT OF PROGRAM OPERATIONS Dorothy Thomas	A written and verbal report was submitted by Dorothy Thomas.	No action needed at this time.	N/A	N/A
Vice President of Program Operations, Dorothy Thomas, called upon the following committees for reports:				
NUTRITION ED Lee Ann McDaniel / Kathy Oliver	A written report was provided by Lee Ann McDaniel and Kathy Oliver and a verbal report was provided by Darlene Irwin.	No action needed at this time.	N/A	N/A
BREASTFEEDING Karen Gibson	A written and verbal report was submitted by Karen Gibson.	No action needed at this time.	N/A	N/A
CLIENT SERVICES Jammie Wright	A written and verbal report was submitted by Jammie Wright. Discussion took place as members voiced concern the state agency was not considering any suggestions or feedback TALWD provided regarding updated policies.	No action needed at this time.	N/A	N/A
LOCAL AGENCY ADMINISTRATION Krystal Seger	A written and verbal report was submitted by Krystal Seger.	No action needed at this time.	N/A	N/A
TECHNOLOGY TASK FORCE REPORT Bertha Amaya	A written and verbal report was submitted by Bertha Amaya. Discussion took place regarding TXIN challenges, funding and caseload. Bertha Amaya presented the following 3 questions before the TALWD membership for discussion and feedback: <ol style="list-style-type: none"> 1. What in TXIN is working? (no comments) 2. What are our challenges in TXIN? <ol style="list-style-type: none"> a. EBT card readers b. TXIN conference calls are difficult to attend due to day and time c. Information about TXIN comes from so many different places and people d. Knowing who to complain to or do we just create a ticket e. TXIN Helpdesk tells us whatever they want and do not seem to have to answer to anyone 3. What drives our funds? Who has a funding issue in FY19? <ol style="list-style-type: none"> a. SA needs to be aware of situation b. Funding formula makes closing WIC clinics difficult c. Quality of service is no longer there d. Try to be proactive, but cannot rely on TXIN to work in the 	TALWD needs to advocate and come up with a plan in writing to present to the state agency on 11/7/18 to ask for continued guaranteed funding.	Bertha Amaya, Darlene Irwin and Tecora Smith	11/7/18

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	<p>field when doing outreach</p> <ul style="list-style-type: none"> e. Participation continues to be inaccurate and changes mid-month f. Staff are focused on computer screens and not clients or customer services g. Health history questions take up too much time because there are too many h. We need a resource to see all the current TXIN issues i. Help Desk needs to assign a ticket # or name to daily issues <p>4. Additional Question: Has anyone been successful with getting SA to pay off of a manual count? (no local agencies)</p>			
Other Reports				
NEWSLETTER Jolene Norbert-Harrell	A written and verbal report was submitted by Jolene Norbert-Harrell.	TALWD newsletter submissions are due by December 1, 2018. Notify reporter if you are not receiving the quarterly edition of the TALWD newsletter.	TALWD Membership	December 1, 2018
PAST PRESIDENT COUNCIL Tecora Smith	A written and verbal report was submitted by Tecora Smith.	No action needed at this time.	N/A	N/A
NATIONAL WIC ASSOCIATION (NWA) Leslie Hibbs	A written report only was submitted by Leslie Hibbs.	No action needed at this time.	N/A	N/A
HISTORIAN Benny Jasso	A written and verbal report was submitted by Benny Jasso.	No action needed at this time.	N/A	N/A
PRESIDENT'S YEAR IN REVIEW Darlene Irwin	A written and verbal report was submitted by Darlene Irwin.			
OLD BUSINESS Darlene Irwin	<ol style="list-style-type: none"> 1. Website Update <ol style="list-style-type: none"> a. The website update was provided by Janette Sepeda. Discussion took place about identifying funds and keeping them separated. b. Janette Sepeda explained 2 profiles could be created to keep funds separated. One for TALWD and one for Breastfeeding events. This would cost about \$120 for the second profile only. However, developer will also charge a \$375 fee to set up website to be able to have 2 profiles. c. The second option is to have identifiers on each transaction the 	A motion was made by Michelle Cummings to ask developer to create a second profile for accepting payments on the TALWD website. Eileen Mendoza seconded the motion. The motion carried.	Voting TALWD Membership	11/6/18

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	<p>treasurer would see. Sandra Lopez stated the problem with this option is that all the money would be deposited into the Chase account. The treasurer would have to wait on the report showing the identifiers and then transfer the money from the Chase account into the Wells Fargo account. This leaves room for more human error.</p> <p>d. Janette Sepeda stated having 2 profiles means 2 different transactions will occur such as one for paying membership dues and one for paying breastfeeding trainings.</p> <p>e. Janette Sepeda also stated the merchant account fees to accept online payments do not go away and you will always have those. Eventbrite is the website used for the breastfeeding training events.</p>			
<p>NEW BUSINESS Darlene Irwin</p>	<p>1. Election of Officers for 1st Vice President of Program Operations and Treasurer</p> <p>a. Amanda Brogdon and members Nikki Morrow and Dorothy Thomas of the Membership Committee distributed paper ballots to those members present who had not submitted an electronic vote for Election of Officers and collected ballots to tally with electronic responses.</p> <p>2. Introduction of new TALWD Regional Representatives:</p> <p>a. Kristi Kilgore – Eastern Regional Rep</p> <p>b. Scherry Barnes – Eastern Regional Rep (Alternate)</p> <p>c. Cristina Eureste – Western Regional Rep</p> <p>d. Bertha Amaya – Western Regional Rep (Alternate)</p> <p>e. Annette Phinney – Central Regional Rep</p> <p>f. Jennifer Ranspot – Central Regional Rep (Alternate)</p> <p>g. Michelle Cummings – Northern Region Rep</p> <p>h. Janette Sepeda – Northern Regional Rep (Alternate)</p>	<p>Brandy Patteson was elected as 1st Vice President of Program Operations and Benny Jasso was elected as Treasurer.</p>	<p>Voting TALWD Membership</p>	<p>11/6/18</p>
<p>ADJOURNMENT Darlene Irwin</p>	<p>The November 6, 2018 TALWD Annual Business Meeting was adjourned at 3:23 p.m. Next meeting will be held in El Paso in 2019, date to be determined.</p>	<p>A motion was made by Lois Woods to adjourn the meeting. Angela Kear seconded the motion. The motion carried.</p>	<p>Voting TALWD Membership</p>	<p>Immediate</p>

Minutes Prepared by: Nikki Morrow, TALWD Secretary

Date: November 6, 2018

Minutes Approved by the TALWD Board on: 10/16/19