

**Texas Association of Local WIC Directors**  
**Annual Business Meeting**  
**October 16, 2019**  
**MINUTES**

1	Annette Phinney	22	Linda Rains	39	Tecora Smith	64	Mandi Wilcox
3	Claudia Soto	24	Guadalupe Fuentes	40	Jammie Wright	65	Kristi Kilgore
4	Sandra R. Lopez	26	Zahra Koopaei	41	Norma Sifuentes	67	Ginger Jones
7	Leslie Hibbs	127/128	Eileen Mendoza	42	Alissa Orozco	70	Angela Kear
10	Amanda Brogdon	29	Soudabeh Nili	46	Rebecca Reed	71	Jannette Sepeda
11	Tiffany Rice	30	Brandy Patteson	48	Jolene Norbert-Harrell	73	Melissa Gutierrez
12	Clarissa Ramirez	31	Nikki Morrow	51	Meliza Garcia	89	Adela Garcia
13	Guillermo Walls	132	Benny Jasso	54	Michelle Cummings	100	Margaret Payton
17	Karen Gibson	33	Bertha Amaya	56	Cristina Eureste	105	Jennifer Ranspot
19	Ofelia Caballero	34	Lois Woods	60	Dorothy Thomas	108	Scherry Barnes
20	Barbara Khaleeq – Not Present	35	Kathy Oliver	63	Letasha Jones	110	Krystal Seger
	Proxy – Jennifer Gregory	36	Derry Ann Krupinsky – NP			126	Lea Hearnberger
21	Janice Piper	38	Kathrine Galvan				

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
<b>CALL TO ORDER</b> DAY 1: 10/16/2019 Eileen Mendoza	The annual business meeting of the Texas Association of Local WIC Directors was called to order at 8:15 am on October 16, 2019 at the Double Tree Hotel by Hilton in downtown El Paso, Texas by Eileen Mendoza. A quorum was present.	N/A	N/A	N/A
<b>WELCOME &amp; ANNOUNCEMENTS</b> Eileen Mendoza	Eileen Mendoza welcomed TALWD members to the annual meeting.	N/A	N/A	N/A
<b>TALWD ROLL CALL</b> 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, 16 were not present or did not send a proxy.	N/A	N/A	N/A
<b>APPROVAL OF MINUTES</b> Nikki Morrow	<p>The TALWD Annual Business Meeting Minutes from November 7, 2017 were reviewed.</p> <ul style="list-style-type: none"> <li>• Correct Diana Montano spelling of last name</li> <li>• Page 1, Approval of Minutes, column B - correct “fays” to read “days” and same line, correct it to read “training is for one. These”</li> <li>• Correct date of minute’s submission to be November 7, 2017 instead of 2018.</li> </ul> <p>The TALWD Annual Business Meeting Minutes from November 6, 2018 were reviewed.</p> <ul style="list-style-type: none"> <li>• Add membership names present at top of minutes</li> <li>• Page 1, Welcome &amp; Announcements, column B – correct spelling of position</li> <li>• Page 3, Technology Task Force, column B, #4 – correct “out” to read</li> </ul>	A motion was made by Bertha Amaya to approve the 2017 and 2018 annual meeting minutes. Tecora Smith seconded the motion.	N/A	10/16/19

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
	<p>“off of a”</p> <ul style="list-style-type: none"> <li>• Correct Leslie Hibbs spelling of last name in 2 areas</li> </ul>			
<b>TREASURER’S REPORT</b> Benny Jasso	A written and verbal report was submitted by Benny Jasso. Noted an error on a sponsorship which was moved to the Wells Fargo account by accident as a breastfeeding training, but is in process of being corrected.	No action needed at this time.	N/A	N/A
<b>VICE PRESIDENT OF ORGANIZATION &amp; DEVELOPMENT</b> Jammie Wright	A written and verbal report was submitted by Jammie Wright.	No action needed at this time.	N/A	N/A
Vice President of Organization and Development, Jammie Wright, called upon the following committees for reports:				
<b>BUSINESS &amp; FINANCE</b> Margaret Payton	A written and verbal report was submitted by Margaret Payton.	No action needed at this time.	N/A	N/A
<b>LEGISLATIVE</b> Leslie Hibbs	A written and verbal report was submitted by Leslie Hibbs.	No action needed at this time.	N/A	N/A
<b>MARKETING</b> Janette Sepeda	A written and verbal report was submitted by Janette Sepeda. She also walked us through a demo of the website and its features.	No action needed at this time.	N/A	N/A
<b>MEMBERSHIP</b> Amanda Brogdon	A written and verbal report was submitted by Amanda Brogdon.	No action needed at this time.	N/A	N/A
<b>VICE PRESIDENT OF PROGRAM OPERATIONS</b> Brandy Patteson	A written and verbal report was submitted by Brandy Patteson.	No action needed at this time.	N/A	N/A

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
Vice President of Program Operations, Brandy Patteson, called upon the following committees for reports:				
<b>NUTRITION ED</b> Kathy Oliver	A written and verbal report was provided by Kathy Oliver.	No action needed at this time.	N/A	N/A
<b>BREASTFEEDING</b> Karen Gibson	A written and verbal report was submitted by Karen Gibson.	No action needed at this time.	N/A	N/A
<b>CLIENT SERVICES</b> Jammie Wright	A written and verbal report was submitted by Jammie Wright.	No action needed at this time.	N/A	N/A
<b>LOCAL AGENCY ADMINISTRATION</b> Krystal Seger	A written and verbal report was submitted by Krystal Seger.	No action needed at this time.	N/A	N/A
<b>NEWSLETTER</b> Jolene Norbert-Harrell	A written and verbal report was submitted by Jolene Norbert-Harrell.	December 1 is deadline for article submission for the 4 <sup>th</sup> annual issue. Can share best practices or other information you feel other directors will benefit from in the newsletter.  Notify Jolene if not receiving quarterly edition of newsletter.	Membership	December 1, 2019
<b>HISTORIAN</b> Claudia Soto	A written and verbal report was submitted by Claudia Soto.	No action needed at this time.	N/A	N/A
<b>PAST PRESIDENT COUNCIL</b> Tecora Smith	A written and verbal report was submitted by Tecora Smith.  At the 2017 annual meeting, Tecora Smith requested approval to update and make changes to the bylaws. Approval was provided by TALWD and ballots were distributed but did not have 2/3 vote. The bylaw changes were later approved at the January 23, 2018 board meeting. <ul style="list-style-type: none"> <li>- Article 4, Section 4 – Under Elections, changed “mailed” to “mail”</li> <li>- Article 10 - Changed “mailed” to “mail”</li> <li>- Article 5, Section 3 – Changed wording</li> <li>- Article 6, Section 4 – Changed to “Immediate Past Treasurer and Past Treasurer will serve 2 years.</li> </ul>	No action needed at this time.	N/A	N/A
<b>NATIONAL WIC ASSOCIATION (NWA)</b>	A written and verbal report was submitted by Jannette Sepeda.	No action needed at this time.	N/A	N/A

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
Jannette Sepeda	Eileen Mendoza announced that the state agency paid for the annual membership to NWA for all local agencies this year and it begins in January 2020.			
<b>FUNDING TASK FORCE</b> Margaret Payton	A written and verbal report was submitted by Margaret Payton.	No action needed at this time.	N/A	N/A
<b>TECHNOLOGY TASK FORCE REPORT</b> Bertha Amaya	A written and verbal report was submitted by Bertha Amaya.	No action needed at this time.	N/A	N/A
<b>Other Reports</b>				
<b>PRESIDENT'S REPORT</b> Eileen Mendoza	A written and verbal report was submitted by Eileen Mendoza.			
<b>OLD BUSINESS</b> Eileen Mendoza	None at this time.	No action needed at this time.	N/A	N/A
<b>NEW BUSINESS</b> Eileen Mendoza	<ol style="list-style-type: none"> <li>1. Election of new regional reps and alternative reps to serve 2 years starting January 2020: <ol style="list-style-type: none"> <li>a. Panhandle – Margaret Payton / alt: Jennifer Gregory</li> <li>b. Gulf Coast – Zahra Koopaei / alt: Angela Kear</li> <li>c. Southwestern – Melissa Gutierrez / alt: Ofelia Caballero</li> <li>d. Southern – Guillermo Walls / alt: Meliza Garcia</li> <li>e. 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.</li> </ol> </li> <li>2. Election of officers for the following positions: <ol style="list-style-type: none"> <li>a. President – Eileen Mendoza</li> <li>b. 1<sup>st</sup> VP of Organization &amp; Development – Sandra Lopez</li> <li>c. Secretary – Nikki Morrow</li> <li>d. NWA Rep-Elect – Kathrine Galvan</li> </ol> </li> </ol>	Election of officers was held and conducted by the Membership Committee. Those nominated for the available positions were elected by written and online ballot.	Voting TALWD Membership	10/16/19
<b>ADJOURNMENT</b> Eileen Mendoza	The October 16, 2019 TALWD Annual Business Meeting was adjourned at 12:03 p.m. Next meeting will be hosted by the Panhandle region, date to be determined.	A motion was made by Lois Woods to adjourn the meeting. Angela Kear seconded the motion. The motion carried.	Voting TALWD Membership	Immediate

Minutes Prepared by: Nikki Morrow, TALWD Secretary

Date: November 18, 2019

Minutes Approved by the TALWD Board on: December 15, 2020