

Texas Association of Local WIC Directors
Quarterly Board Meeting
April 21, 2020
MINUTES

Present on Day 1:

Nikki Morrow
 Benny Jasso
 Sandra Lopez

Brandy Patteson
 Margaret Payton
 Amanda Brogdon

Kathy Oliver
 Karen Gibson
 Kathrine Galvan

Clarissa Ramirez
 Jammie Wright
 Bertha Amaya

Cristina Eureste
 Michelle Cummings
 Zahra Koopaei

Melissa Gutierrez
 Kristi Kilgore
 Guillermo Walls

Jolene Norbert-Harrell
 Claudia Soto
 Tecora Smith

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
CALL TO ORDER DAY 1: 04/21/20 Eileen Mendoza	The regular quarterly meeting of the Texas Association of Local WIC Directors was called to order at 8:14 am on April 21, 2020 using Zoom by Eileen Mendoza. A quorum was present.	N/A	N/A	N/A
APPROVAL OF MINUTES Nikki Morrow	The Board reviewed the March 12, 2020 minutes. Corrections were made to the minutes as follows: March 12, 2020: A) Page 1, Correct date from 3/12/19 to 3/12/2020 B) Page 1, Special Meals – Eliminate first sentence under recommendations column.	A motion was made by Tecora Smith to approve the March 12, 2020 TALWD Quarterly Board Meeting Minutes with the noted corrections. Sandra Lopez seconded the motion. The motion carried.	Nikki Morrow will make corrections to meeting minutes.	Immediate
TREASURER'S REPORT Benny Jasso	A) The Treasurer's report and financial statements were distributed and verbally reviewed by Benny Jasso.	N/A	N/A	N/A
Vice President of Organization and Development, Jammie Wright was absent. Sandra Lopez called upon the following committees for reports:				
BUSINESS & FINANCE Margaret Payton	A written and verbal report was submitted by Margaret Payton.	Review proposed TALWD co-sponsored event worksheet changes.	TALWD BOD	N/A
LEGISLATIVE Leslie Hibbs	No report available at this time.	No action needed at this time.	N/A	N/A
MARKETING Janette Sepeda	A written report was provided by Janette Sepeda and verbal report provided by Sandra Lopez.	No action needed at this time.	N/A	N/A
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, Brandy Patteson, called upon the following committees for reports				
NUTRITION ED Kathy Oliver	A written report was submitted by Kathy Oliver and verbal report was provided by Brandy Patteson.	No action needed at this time.	N/A	N/A
BREASTFEEDING Karen Gibson	A written report was submitted by Karen Gibson and verbal report provided by Brandy Patteson.	No action needed at this time.	N/A	N/A
CLIENT SERVICES Jammie Wright	A written and verbal report was submitted by Jammie Wright.	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
FUNDING TASK FORCE MARGARET PAYTON	A written and verbal report was submitted by Margaret Payton.	No action needed at this time	N/A	N/A
TECHNOLOGY TASK FORCE Bertha Amaya	A written and verbal report was submitted by Bertha Amaya.	Bertha Amaya will retire 4/29/20 and a new chair will need to be placed.	TALWD BOD	N/A
Regional Reports				
CENTRAL REGION Annette Phinney	A written and verbal report was submitted by Annette Phinney.	No action needed at this time.	N/A	N/A
PANHANDLE REGION Margaret Payton	A written and verbal report was submitted by Margaret Payton.	No action needed at this time.	N/A	N/A
WESTERN REGION Cristina Eureste	A written and verbal report was submitted by Cristina Eureste.	No action needed at this time.	N/A	N/A
NORTHERN REGION Michelle Cummings	A written and verbal report was submitted by Michelle Cummings.	No action needed at this time.	N/A	N/A
GULF COAST REGION Zahra Koopaei	A written and verbal report was submitted by Zahra Koopaei.	No action needed at this time.	N/A	N/A
SOUTHWESTERN REGION Melissa Gutierrez	A written and verbal report was submitted by Melissa Gutierrez.	No action needed at this time.	N/A	N/A
EASTERN REGION Kristi Kilgore	A written and verbal report was submitted by Kristi Kilgore.	No action needed at this time.	N/A	N/A
SOUTHERN REGION Guillermo Walls	A written and verbal report was submitted by Guillermo Walls.	No action needed at this time.	N/A	N/A
NEWSLETTER Jolene Norbert-Harrell	No written report at this time and verbal report was submitted by Jolene Norbert-Harrell.	No newsletter at this time.	A) TALWD membership	ASAP

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HISTORIAN Claudia Soto	A written and verbal report was submitted by Claudia Soto.	No action needed at this time.	N/A	N/A
PAST PRESIDENTS 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) Rep – Clarissa Ramirez	A written and verbal report was submitted by Clarissa Ramirez.	No action needed at this time.	N/A	N/A
FUNDING TASK FORCE Margaret Payton	A written and verbal report was submitted by Margaret Payton.	No action needed at this time.	N/A	N/A
OLD BUSINESS Eileen Mendoza	<p>A) 2020 Annual TALWD Meeting Report (Panhandle Region) - No report currently due to covid 19.</p> <p>B) 2019 Audit Review Group – Clarissa Ramirez, Claudia Soto and Tecora Smith will perform audit.</p> <p>C) TALWD Next Meeting Date – June 23-24, 2020 pending COVID 19 and may be a zoom meeting.</p> <p>D) Treasurer updating quick books to web-based version.</p> <p>E) Bylaws Updates – Karen Gibson researching ways to update revision dates and revision information.</p>	Continue to work on quick books updates and method for bylaw updates.	Benny Jasso & Karen Gibson	N/A
NEW BUSINESS Eileen Mendoza	<p>A) Honoring Hospitals with lactation center funds – Discussion took place about registration fees and snacks.</p> <p>B) Special meals for BF classes – Discussion took place about special meals during classes.</p> <p>C) SA Audits – USDA recommends continuing audits.</p> <p>D) Discussion took place about how SA can assist LA needing help.</p> <p>E) Add TAWLD to Microsoft Office Teams for updates and support.</p>	No action needed at this time.	N/A	N/A
ADJOURNMENT Eileen Mendoza	The April 21, 2020 TALWD Quarterly Board Meeting was adjourned at 10:01 am.	A motion was made by Karen Gibson to adjourn the meeting. Bertha Amaya seconded the motion. The motion carried.		

MINUTES CONTINUED...

Present on Day 1:

Nikki Morrow	Margaret Payton	Kathrine Galvan	Cristina Eureste	Kristi Kilgore	Tecora Smith
Benny Jasso	Amanda Brogdon	Clarissa Ramirez	Michelle Cummings	Guillermo Walls	Krystal Seger
Sandra Lopez	Kathy Oliver	Jammie Wright	Zahra Koopaei	Jolene Norbert-Harrell	Annette Phinney
Brandy Patteson	Karen Gibson	Bertha Amaya	Melissa Gutierrez	Claudia Soto	

TOPIC	DISCUSSION	ACTIONS/RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
CALLED TO ORDER DAY 1: 04/21/2020 Eileen Mendoza	Day one of the quarterly meeting of the Texas Association of Local WIC Directors opened at 10:06 am on April 21, 2020 via Zoom conference call.	N/A	N/A	N/A

STATE AGENCY UPDATE

PRESENTER	DISCUSSION	TALWD RESPONSE/INQUIRY/ACTION	S.A. RESPONSE/ACTION
WELCOME Edgar Curtis / Amanda Hovis	<p>A) Reviewed Customer Service Feedback – 88% would refer to WIC</p> <ul style="list-style-type: none"> a. 29% shop at HEB b. 24% shop at Walmart c. 20% shop at WIC Only Stores d. 48% of participants report no issues in the stores <ul style="list-style-type: none"> i. Top issue is labeling at the store <p>B) Participation – Discussion about LA assisting other LA during covid 19.</p> <p>C) Funding – Guaranteed funding will continue during covid 19 tentatively.</p> <p>D) QMB monitoring – Monitoring will be modified during covid 19.</p> <p>E) Gateway/Portal and Phase II – Updates and discussion took place regarding the gateway and portal.</p> <p>F) NBF Conference – Cancelled for FY 2020. Other education opportunities are available in a memo.</p> <p>G) Texting contract – Updates about texting contract and agencies may be</p>		

PRESENTER	DISCUSSION	TALWD RESPONSE/INQUIRY/ACTION	S.A. RESPONSE/ACTION
	<p>asked to pilot.</p> <p>H) NBF plans – Due in July.</p>		
Adjournment	Meeting adjourned at 11:18 a.m.		

Minutes Prepared by: Nikki Morrow, TALWD Secretary

Date: April 21, 2020

Minutes Approved by the TALWD Board on: 07/21/2020