

**Texas Association of Local WIC Directors**  
**Annual Transitional Board Meeting**  
**November 7, 2018**  
**MINUTES**

**Present:**

Darlene Irwin  
 Nikki Morrow  
 Tecora Smith  
 Sandra Lopez

Merry Jo Hopkins  
 Eileen Mendoza  
 Amanda Brogdon  
 Karen Gibson

Jammie Wright  
 Krystal Seger  
 Bertha Amaya  
 Margaret Payton

Brandy Patterson  
 Janette Sepeda  
 Kathy Oliver  
 Michelle Cummings

Claudia Soto  
 Kristi Kilgore  
 Cristina Eureste  
 Jolene Norbert-Harrell

Leslie Hibbs  
 Carolyn Operacz  
 Scherry Barnes  
 Benny Jasso

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	COMPLETION DATE
<b>CALL TO ORDER</b> DAY 1: 11/7/2018 Darlene Irwin	The annual transitional meeting of the Texas Association of Local WIC Directors was called to order at 12:36 pm on November 7, 2018 at the Holiday Inn in Tyler by Darlene Irwin. A quorum was present.	N/A	N/A	N/A
<b>WELCOME &amp; INTRODUCTION</b> Darlene Irwin	<p>Darlene Irwin welcomed the board and new members were introduced.</p> <ul style="list-style-type: none"> <li>• Brandy Pattersen – Vice President of Program Operations</li> <li>• Benancio Jasso, Jr - Treasurer</li> <li>• Sandra Lopez – Immediate Past Treasurer</li> <li>• Kathy Oliver – Nutrition Education</li> <li>• Claudia Soto - Historian</li> <li>• Kristi Kilgore – Eastern Regional Rep</li> <li>• Scherry Barnes – Eastern Regional Rep (Alternate)</li> <li>• Cristina Eureste – Western Regional Rep</li> <li>• Bertha Amaya – Western Regional Rep (Alternate)</li> <li>• Annette Phinney – Central Regional Rep</li> <li>• Jennifer Ranspot – Central Regional Rep (Alternate)</li> <li>• Michelle Cummings – Northern Region Rep</li> <li>• Janette Sepeda – Northern Regional Rep (Alternate)</li> </ul> <p>Amanda Brogdon described responsibilities of a regional representative. Regional representatives provide questions for the TALWD board and/or state agency, provide information on the challenges and successes of their regional agencies, and send regional reports to the TALWD president.</p> <p>Darlene Irwin announced dates for the upcoming TALWD board meetings at the Staybridge Suites in Austin.</p> <ul style="list-style-type: none"> <li>• January 15 – 16, 2019</li> <li>• April 23 – 24, 2019</li> <li>• July 23 – 24, 2019</li> <li>• Annual TALWD Meeting will be in El Paso next year. Contact Margaret Payton for co-sponsorships.</li> </ul>	N/A	N/A	N/A

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<b>MEMBERSHIP</b> Amanda Brogdon	<p>Membership committee needs nominations for a NWA Representative and a Representative Elect. Once names are submitted, the membership committee will submit a ballot.</p> <p>The welcome packet for new directors will include a welcome letter, a list of regional representatives, a list and description of TALWD committees and the current vision and mission statement.</p>	<p>A) The welcome packets will be given to the Central Region to provide at the new director orientation with the state agency.</p> <p>B) Regional representatives will reach out to new directors by phone or email.</p>	<p>A) Central Region Directors</p> <p>B) Regional Representatives</p>	N/A
<b>FINANCIAL</b> Darlene Irwin	Meliza Garcia, Janette Sepeda and Zahra Koopaei helped with the TALWD financial audit recently.	A) Darlene requested a typed report be submitted for the financial audit and will send a template to complete.	A) Meliza Garcia, Janette Sepeda and Zahra Koopaei	N/A
<b>OTHER BUSINESS</b> Darlene Irwin	<p>Darlene Irwin requested the board email dates available for next week for a conference call regarding SA policies.</p> <p>TALWD needs to schedule a follow-up meeting with the state agency regarding TXIN challenges discussed at the TALWD annual meeting during the state agency updates section. Darlene requested a few directors who represent a variety of agency sizes as well as have good daily knowledge of TXIN use.</p>	<p>A) TALWD Board to send availability dates for a conference call.</p> <p>B) Darlene Irwin, Bertha Amaya, Amanda Brogdon, Krystal Seger and Annette Phinney were recommended to represent TALWD during the follow-up meeting with the state agency about TXIN challenges.</p>	<p>A) TALWD Board</p> <p>B) Darlene will coordinate a meeting date with the state agency and the representatives.</p>	N/A
<b>ADJOURNMENT</b> Darlene Irwin	November 7, 2018 TALWD Annual Transitional Board Meeting was adjourned at 1:13 p.m. Michelle Cummings motioned for adjournment and Merry Jo Hopkins seconded the motion. Next meeting will be held January 15 – 16, 2019.	N/A	N/A	N/A

Minutes Prepared by: Nicole Morrow, TALWD Secretary

Date: November 7, 2018

Minutes Approved by the TALWD Board on: \_\_\_\_\_