



**Texas Association of Local WIC Director  
Annual Business Meeting  
November 7, 2017**



**MINUTES**

**Present 11/07/2017:**

- |                     |                        |                           |                      |                       |
|---------------------|------------------------|---------------------------|----------------------|-----------------------|
| 01-Annette Phinney  | 22-Linda Rains-Russell | 35-Kathleen Oliver        | 53- Kristen Parr     | 73-Melissa Gutierrez* |
| 03-Yvette Vicinaiz  | 24-Guadalupe Fuentes   | 37- Kimberly Pagel        | 54-Michelle Cummings | 76-Rita Davidson      |
| 04-Sandra R. Lopez  | 26- Zahra Koopaei      | 39-Tecora Smith           | 56-Gillian Mackenzie | 77-Merry Jo Hopkins   |
| 05-Dalia Aguilar    | 27-Eileen Mendoza      | 40-Jammie Wright          | 58-Angela Quillin    | 89- Cindy McComber    |
| 07-F. Darlene Irwin | 29-Soudabeh Nili       | 41-Diana Montano*         | 59-Julie Granado     | 90-Carolyn Operacz    |
| 10-Amanda Brogdon   | 30- Christina Patteson | 42-Tina Horkey            | 60-Dorothy Thomas    | 100-Margaret Payton   |
| 12-Clarissa Ramirez | 31-Nikki Morrow        | 43 Benny Jasso            | 63-Letasha Jones     | 105-Jennifer Ranspot  |
| 17- Karen Gibson    | 132-Leslie Hibbs       | 46-Lee Ann McDaniel       | 64-Mandi Wilcox      | 108-Scherry Barnes    |
| 19-Ofelia Caballero | 33-Bertha Amaya        | 48-Jolene Norbert-Harrell | 67-Cindy Griggs      | 110-Krystal Seger     |
| 21-Janna Kaelin     | 34-Lois Woods          | 51-Meliza Garcia          | 71-Jannette Sepeda   |                       |

*\*In attendance in lieu of Director.*

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	TIMELINE FOR COMPLETION DATE
<b>CALL TO ORDER</b> Tecora Smith	The Annual Meeting of the Texas Association of Local WIC Directors was called to order at 9:19 a.m. on November 7, 2017 at the Mokara Hotel, in San Antonio, Texas by Tecora Smith, TALWD President. A quorum was present.	N/A	N/A	N/A
<b>ROLL CALL</b> Leslie Hibbs	See listing above.	N/A	N/A	N/A
<b>APPROVAL OF MINUTES</b> Leslie Hibbs	The Board reviewed the 2016 Annual Meeting minutes. Corrections were made to the minutes: page 3 under new business in the discussion column the Central region Alt Rep needs to read Tina Horkey not Krystal Seger. Page 3 under new business in the discussion column, second paragraph, the spelling of Brandi was corrected to Brandy. Page 3 under new business in the discussion column, third paragraph, first sentence, the word there was removed. Page 3 under new business in the recommendations column, fourth paragraph the POLM training is for two days and the LCAPS training is for one. These were listed in reverse order. Page 5 under adjournment in the discussion column, the date was corrected to read October 25, 2016.	Margaret Payton made a motion to approve the 2016 Annual Meeting minutes. Tina Horkey seconded the motion.	N/A	N/A

TOPIC	DISCUSSION	ACTIONS/ RECOMMENDATIONS	RESPONSIBILITY	TIMELINE FOR COMPLETION DATE
<b>TREASURER'S REPORT</b> Sandra Lopez	Written and verbal report submitted by Sandra Lopez. There was discussion regarding BF training transactions and the possibility of using only one bank instead of two for the TALWD accounts.	The Treasurer's report was accepted as presented.	Sandra Lopez will look into our banking and record keeping practices and make recommendations.	January 2018
<b>VICE PRESIDENT OF ORGANIZATION &amp; DEVELOPMENT,</b> <b>Norma Sifuentes</b>	<b>Written report submitted by Norma Sifuentes. Tecora Smith called upon the following committees for reports.</b>	N/A	N/A	N/A
<b>BUSINESS &amp; FINANCE</b> Merry Jo Hopkins	Written and verbal report submitted by Merry Jo Hopkins.	N/A	N/A	N/A
<b>LEGISLATIVE COMMITTEE</b> Carolyn Operacz	Written and verbal report submitted by Carolyn Operacz.	N/A	N/A	N/A
<b>MARKETING COMMITTEE</b> Eileen Mendoza	Written and verbal report submitted by Eileen Mendoza.	N/A	N/A	N/A
<b>MEMBERSHIP COMMITTEE</b> Amanda Brogdon	Written and verbal report submitted by Amanda Brogdon.	N/A	N/A	N/A
<b>VICE PRESIDENT OF PROGRAM OPERATIONS,</b> <b>Dorothy Thomas</b>	<b>Written and verbal report submitted by Dorothy Thomas Dorothy called upon the following committees for reports.</b>	N/A	N/A	N/A
<b>NUTRITION EDUCATION COMMITTEE</b> Lee Ann McDaniel	Written and verbal report submitted by Lee Ann McDaniel.	N/A	N/A	N/A
<b>BREASTFEEDING COMMITTEE</b> Karen Gibson	Written and verbal report submitted by Karen Gibson.	N/A	N/A	N/A
<b>CLIENT SERVICES COMMITTEE</b> Jammie Wright	Written and verbal report was given by Jammie Wright.	N/A	N/A	N/A
<b>LOCAL AGENCY ADMINISTRATION</b>	Written and verbal report was submitted by Krystal Seger.	N/A	N/A	N/A

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Krystal Seger				
<b>TECHNOLOGY TASK FORCE REPORT</b> Bertha Amaya	Written and verbal report submitted by Bertha Amaya. Benny Jasso, Annette Phinney, and Tina Horkey were recognized and reported on the current successes and challenges with TXIN.	N/A	N/A	N/A
<b>NEWSLETTER</b> Jolene Norbert-Harrell	Written and verbal report submitted by Jolene Norbert-Harrell.	N/A	N/A	N/A
<b>NATIONAL WIC ASSOCIATION (NWA)</b> Benny Jasso	Written report and verbal report submitted by Benny Jasso.	N/A	N/A	N/A
<b>HISTORIAN</b> Soudabeh Nili	Written and verbal report submitted by Soudabeh Nili.	N/A	N/A	N/A
<b>PRESIDENT'S REPORT</b> Tecora Smith	Written and verbal report submitted by Tecora Smith.	N/A	N/A	N/A
<b>OLD BUSINESS</b> Tecora Smith	<p>The TALWD board has been working on a strategic plan for the organization over the past year. The vision, mission and values of TALWD were revised and five key areas were selected to focus on five priority areas. A discussion was held among members about the TALWD Strategic Plan.</p> <p style="text-align: center;"><b>Vision</b></p> <p style="text-align: center;">TALWD is a respected professional organization supporting Texas WIC in building healthy thriving families in Texas.</p> <p style="text-align: center;"><b>Mission</b></p> <p style="text-align: center;">The Texas Association of Local WIC Directors is a professional organization whose purpose is to partner with the Texas WIC state agency, advocate for WIC's mission and provide a network for WIC Directors.</p> <p style="text-align: center;"><b>Values</b></p> <p style="text-align: center;">Accessibility, Collaboration, Innovation, Integrity and Effectiveness</p>	N/A	N/A	N/A
<b>NEW BUSINESS</b> Tecora Smith	<p>The following Regions elected new Regional Reps and Alternate Regional Reps to serve for the next two years starting January 2018. The appointed Regional Reps are:</p> <p>Gulf Coast Rep: Zahra Koopaei Alt: Jolene Norbert-Harrell  South Western Rep: Mandi Wilcox Alt: Kristen Parr  Southern Rep: Meliza Garcia Alt: Dalia Aguilar</p>	Selection of 2018 calendar year Regional Reps to be selected for listed regions.	WIC Directors of the listed regions	January 2018

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	Elections of officers were held at this time for the following positions: The election results are:  President: Darlene Irwin Secretary: Nikki Morrow NWA Rep-Elect: Jannette Sepeda			
<b>ADJOURNMENT</b>	November 7, 2017 TALWD Annual Business Meeting was adjourned at 3:45 p.m.	NA	NA	NA

Minutes Prepared by: Leslie Hibbs, TALWD Secretary

Date: November 7, 2017

Minutes Approved by TALWD on:     10/16/19