

July 22, 2024, Advisory Group Meeting

Notes

Attendance

Chair: Katlyn Hubbard (Becker Co.); **Regional Reps: Northeast:** Jenny Barta (Carlton Co.); **East Central:** Kristen Bricko (Sherburne Co); **Southeast:** Jessica Holst (Fillmore Co.); **South Central:** Arlin Penner (Nicollet); **West Central:** Sue Olson (Clay Co.); **Northwest:** Kristy Rott (Polk Co.); **Metro:** Marianne Nelson (Bloomington Co.); **Caseload Group Reps: Group 1:** Kathy Duffy (Ramsey); **Group 2:** Katie Galloway (Dakota Co.); **Group 3:** Wendy O'Leary (Olmsted Co.); **Group 4:** Vacant; **Group 5:** VACANT; **Group 6:** Polly Ahrens (Renville Co.) **Tribal Agency Rep:** Kourtney Hoseth (White Earth); **CHB Administrators:** Kristine Klopp (Mille Lacs Co.); **LPHA Rep:** Marlee Morrison (Community Health Director, CHI St. Joseph's Health)

Minnesota Department of Health – WIC Management Team: Kate Franken - WIC Director; Tami Matti: MIS & Data Unit Supervisor; Jessie Zins: Food Delivery Unit Supervisor; Rebecca Gruenes: Nutrition & Clinic Services Unit Supervisor; Tina Breitenbach: Breastfeeding, Training & Communication Unit Supervisor

Not able to attend: Southwest: Alli Orr (Nobles); Tammie Edmundson: Financial Management Analyst

Strategic plan discussion

Background: last October at our WIC Advisory Group meeting, we created a strategic plan for the next 3-5 years. We developed vision elements and identified strategies. We prioritized the strategies and noted other important actions.

Kate shared a PowerPoint and reviewed the top and second tier strategies and what we are currently doing in each area. We broke into small groups to discuss items that were not prioritized as top or second tier strategies but were listed as other action items. Each group had four actions to discuss. The goal was to discuss two of the four action items and answer four questions. The four questions were what the topic was about, why is it important, what are the challenges, and what could the state and local agencies do to advance the strategy. Advisory group will periodically review the strategic plan over the next 3-5 years to see how we continue to advance the vision together and keep identified items prioritized.

WINNIE roles

Each local agency can identify what roles they want their staff to have. You can use the [WIC Information System User Roles & Definitions](#) as a guide to see what your agencies needs are.

Advisory Group members in 2025

There will be nine advisory group openings for 2025 including the chair. Terms ending in 2024 are regional representatives for Northeast, South Central, East Central, Southeast, West Central, and the chair position. Also group 1, 4, and 5. Please reach out to your regions to encourage participation. If no one is interested, members can take on another term if interested. More information can be found on our [WIC Advisory Group](#) webpage.

Everyday Hero

Ideas suggested as meaningful gifts for the everyday hero awards were pins, water bottle, cup, mug, or a fun lanyard and a nice certificate.

MA/WIC text message

Follow-up on spreading out beyond five weeks. This was discussed at April meeting. MA/WIC texts go out on the first Monday in February, May, August, November. It was proposed to shift it to help control the cycle of new applicants.

In 2025 we will explore if we can shift it to a January, April, July, and October schedule.

A text would also go out in December 2025 and for 2026 it would be February, May, August, November again. Tina will ask Joni to see if she is able to request the data from DHS at any time or how it works.

Hemoglobin policy language review follow-up

This was a follow up from our April meeting. Reviewed and discussed adding in a possible 3rd reason of safety (in addition to religious and medical) to the exceptions to required hematological measurements. Rebecca will draft and share with teams.

Reference – Complete Listing of Hyperlinks

[WIC Information System User Roles & Definitions](https://www.health.state.mn.us/docs/people/wic/localagency/infosystem/rolesdefined.pdf)

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[WIC Advisory Group](https://www.health.state.mn.us/people/wic/localagency/advisory.html) (<https://www.health.state.mn.us/people/wic/localagency/advisory.html>)

Minnesota Department of Health - WIC Program, 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, health.wic@state.mn.us, www.health.state.mn.us; to obtain this information in a different format, call: 1-800-657-3942.

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