

October 23, 2023, 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.); **Caseload Group Reps: Group 1:** Kathy Duffy (Ramsey); **Group 2:** Cindy Jacobson (Dakota Co.); **Group 3:** Wendy O'Leary (Olmsted Co.); **Group 4:** Vacant; **Group 5:** VACANT; **Tribal Agency Rep:** VACANT **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; Tammie Edmundson: Financial Management Analyst; 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), **Metro:** Marianne Nelson (Bloomington Co.), **Group 6:** Polly Ahrens (Renville Co.)

Remote attendance: Kristy Rott, Jessica Holst, Kristen Bricko, Sue Olson, Jessie Zins

Agenda

- Welcome & Introductions/Ice Breaker
- **Feedback on Everyday Heroes Process and Awards** – started discussion on the overall process, challenges, and opportunities for change. This award was originally started to honor direct line staff as the Sheila Farnan award honors coordinators. Katlyn will ask at her next NWA Midwest local agency section meeting about how other states honor direct line staff. Smaller agencies have challenges nominating, certificates/frames could use improvement, perhaps consider a WIC water bottle with certificate instead. Also, electronic submissions and less requirements could help simplify the process. Use RedCap or other similar survey platforms to submit nominations and related supporting materials and for people to vote. Consider a list of qualities that could be checked off and uploaded. We will add to a future agenda in 2024 and continue the discussion.
- **2024 Advisory Group Openings**
 - **Openings:** Northwest Regional Rep, Tribal Agency Rep, and Caseload Rep's 4 and 5.
 - Information will go in a Weekly Update in November. Consultants were notified of the openings.
 - For more details, including responsibilities and duties, review the [WIC Advisory Group](#) webpage.
- **Strategic Planning Session** (Kate with Phyllis Brashler – a planner from Public Health Practice was our facilitator) to help identify priorities and activities for the upcoming years.
 - We will revisit this annually when put in place, the last one was 2018, we strategized about Minnesota WIC in the next 3-5 years and helped identify priorities, considering what is the state role, what is the role of local agencies and our partnerships. Last time we identified four high priority areas to work on. We want to establish new priorities through this session.
 - Next steps, photos from planning discussion and summary from Phyllis will be shared once completed. Advisory group will then come up with the final priorities and have additional discussion.

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