

Section III: State Agency Procedure Manual

IV. State Organization and Management

B. WIC Trainings/Meetings/Conferences

Purpose

To ensure participation in regional and/or national WIC-related meetings and conferences.

Policy

Public Law 111-296 requires that Federal/State agreements include a provision supporting full use of Federal funds and excluding such funds from State budget restrictions or limitations including hiring freezes, work furloughs, and travel restriction.

The following meetings and trainings are attended annually after review and approval according to state level policies and procedures:

- Mountain Plains Regional Director's Meeting
 - The State WIC Director to attend annually or may send designee.
 - Additional staff may attend if there are associated meetings for specific roles, such as the Nutrition or Breastfeeding Coordinators meeting.
- National WIC Association (NWA) conference(s), including but not limited to:
 - Annual Policy (or "Leadership") conference
 - Annual Education and Training (general) conference
 - Bi-annual Nutrition and Breastfeeding conference
 - Bi-annual Technology and Integrity conference
- Breastfeeding Learning Collaborative (BLC), which is hosted and sponsored by the WIC Program and Baby Friendly Hospital Initiative funding through DPHHS
- Great Beginnings Great Families, hosted and sponsored in part by the State WIC program
- Perinatal Mental Health Conference, hosted and sponsored by Healthy Mothers Healthy Babies (HMHB)
- SPIRIT User Group (SUG) Meetings, including strategic planning, business meetings, and ad hoc meetings related to system management
 - The SUG has several sub-groups and State staff participate in them. It is expected as part of the group that the state representatives will attend meetings scheduled.
- Mountain Plains Regional Office Trainings (role or topic specific, as needed)
- Nutrition Leadership Network (NLN)
 - State Director and Assistant Director-Nutrition Coordinator are sponsored by the Western Region of Maternal and Child Health (Title V MCH) program for this nutrition specific training annually. Depending on the agenda, more staff may be able to attend.
- Travel in-state for monitoring, training, compliance investigations or technical assistance will be completed to ensure grant requirements and program deliverables are met.
- Other conferences, meetings and trainings related to WIC, and role specific competencies or program specific topics, will be considered on a case-by-case basis.
- The State may fund local agency staff to attend a conference on a case-by-case basis.