

WALC Board Meeting

Thursday, January 16, 2014

Weston, WI

- I. Call to order by Brook Murphy with the following present: Brook Murphy, Kathie Russell, Jill Bohn, Kim Welvaert, Sandy Testin, Heidi Lynch, Jenny Statz.
- II. November meeting minutes. Motion made by Sandy to approve, 2nd motion by Kathie, all in favor.
- III. Treasurer's Report by Kathie.
 - a. Current checking account \$3,448.49 and money market account is up \$1.68 to \$10,213.01.
 - b. Discussed having one page of where money has gone the last year to keep in meeting minutes.
 - c. Accountant does our taxes yearly for checks and balances.
- IV. Programs report by Sandy.
 - a. Thanks to Heidi for agreeing to take on this position. However, we all help with programs. For now, Sandy will be working closely with Heidi. Sandy and Heidi will meet prior to tomorrow's meeting to further discuss details about the position.
 - b. Please see attached information sheet that Sandy wrote up with the position description.
 - c. CERPS. Prior to last year's conference, we did short-term, paying per program. We have now paid ahead for 3 years. Finding that IBCLC response is slow which is frustrating
 - d. Tomorrow's program will be Dr. Rocky Webb speaking on "Working with Breastfeeding Mothers in a Methadone Program". Thanks to Jenny Statz for being the site coordinator.
 - e. May meeting will be the tongue tie project with Karen Metzler in Waupaca on Tuesday, 5/20/2014. Sandy will be the site coordinator. She is trying to get CME's for this. Sandy has someone at work that is helping her.
 - f. Sandy shared the November 19, 2013 presentation evaluation summary for Ann Eglash. She spoke on The Office Nurse Champion (Promoting a Breastfeeding-Friendly Office Staff), Infant Proctocolitis and Mother's Milk Bank. 31 evaluations which showed a favorable response to the presentation. Suggestions for presentation: handouts, would like power point posted on web site. Suggestions for future topics: Affordable Care Act and LC payment, IBCLC Code in action, private practice, tongue tie, same topics with more depth, curriculum for human growth and development with school-age kids.
 - g. Discussed how reviewing the evaluations of the speakers at the board meetings would be helpful.
- V. Membership report by Sandy.
 - a. We have members joining due to the upcoming WALC conference.

- b. Sandy will update new member forms.
- VI. USLCA report by Angela.
 - a. No report, Angela not in attendance.
- VII. WALC Conference
 - a. March 6th and 7th, 2014 at the Radisson Paper Valley Hotel in Appleton, WI.
 - b. Speakers include the following:
 - *Cynthia Good Mojab, MS LMHCA, IBCLC, CATSM
 - *Elizabeth Myler, BS, BSN, RN, IBCLC
 - *Diana Cassar-Uhl, MPH, IBCLC and La Leche League Leader
 - c. The WALC conference will be at the Radisson Paper Valley Hotel this year and next as we weren't able to get out of our contract.
 - d. In the conference packet will be a sheet on reasons why to join WALC and a year in review of 2013-2014. Please see attached of the 2013-2014 year in review that Sandy wrote.
 - e. Ann Eglash wanting to have a focus group of 30 to discuss the train the trainer program for the Nurse Office Champion. There has been an overwhelming response about the program. Ann requesting to do a focus group on Thursday from 1730-1900 with snacks, which she was told was okay. Ann also wanting to do a Zumba fundraiser at WALC for the milk bank. Ann has been told that she can do but that we can't help her with it. She will need to discuss with the hotel.
- VIII. Old Business
 - a. Lactation Program Scholarship form.
 - *At the Last meeting discussed potential options and changing the wording on the form to include possible funding for hotel and/or gas besides the conference fee. Kathie made a motion to change the current form to include wording on the Lactation Program Scholarship form to include hotel and or gas as long as not double dipping. Sandy seconded with all in favor, motion passed.
 - b. ILCA grant
 - *At the USLCA conference in St. Louis, Missouri last year, we had 18 from Wisconsin.
 - *We will send at least 1 person from the board to represent WALC depending on the funds available in April.
 - *Need to explore further on how much WALC will cover in regards to the conference. Decision made to leave to the discretion of the board.
 - *The main reasons for attendance is to represent WALC at ILCA and research out speakers for our meetings and WALC conference. We have had bad speakers, sight unseen.
- IX. New Business
 - a. Teleconferencing Request.
 - *Whole purpose of WALC is networking.

*Free CERPS at meetings. This would be a challenge to do when teleconferencing. Right now we change meeting sites so logistics would be an issue.

*Difficulty with traveling in winter to meetings. What about satellite if enough people are interested?

*Need to table request for now.

b. Zipmilk.org web site

*Kim received an email for contact information.

*Anyone is able to go onto web site, type in zip code and find breastfeeding specialists near them.

*Kim with a copy of the state of Wisconsin breastfeeding specialists that was sent to her by her WIC representative in La Crosse which was shared with all in attendance.

Meeting adjourned at 2210.

Meeting minutes respectfully submitted by Kim Welvaert.

WALC 2013/14 Year in Review

2013 WALC Breastfeeding Conference – 338 participants at 2 day-conference

WALC Meetings:

- May 2013:
- September 2013 Angela Lang, IBCLC, RN, ANLC Report on Lactation support in Uganda and work with Josephine Naluga
- November 2013 Dr Anne Eglash: “The Office Nurse Champion”, an innovative program developed by Dr Eglash to educate office nurses to better support breastfeeding mothers. Also presented Infant Allergic Proctocolitis and the new website that she has developed with Judith Thalheimer, RD, LDN
- January 2014 Dr Rocky Webb – “Working with Breastfeeding Mothers in a Methadone Program” – how to support the mother/baby dyad affected by Methadone.

2013/14 WALC Grant recipients:

1. Breastfeeding Alliance of Northeastern Wisconsin – funded their program to educate and train medical professionals on infant ankyloglossia. This coalition is experimenting with a new approach to building support in a community for this issue. They have a poster session on Thursday night of our conference and they will be presenting some of their findings at our May meeting in Waupaca.
2. Mothers’ Milk Bank of the Western Great Lakes – awarded a grant to establish and support milk depots in Wisconsin
3. Breastfeeding Coalition of South Central Wisconsin – grant to help bring Dr. Nils Bergman to Wisconsin

Partnered with women working in Lactation in Uganda and (made it possible for them to connect and belong to ILCA where they get much needed support for their education and work).

Sent an IBCLC to Uganda for 3 weeks to work with our partner, Josephine Naluga, to train hospital based workers and community workers in breastfeeding basics. (This was part of a 2012/13 WALC Grant)

Benefits of Membership

- Support your state chapter - be part of one of the most active Chapters of USLCA (United States Lactation Consultant Association)
- Four Educational meetings per year – most with CERPs
- Eligible for WALC grants and support exciting work being done in Wisconsin and abroad
- Network with other breastfeeding professionals
- Discount on yearly WALC Breastfeeding Conference
- Eligible for Lactation Education Program Scholarship
- Eligible for Scholarship for IBCLC exam
- Group discount for ILCA membership

WALC Program Chair Information

Program Chair is an appointed member of the WALC Board

Responsibilities:

- With help from Board & WALC members, find speakers and places for meetings
- Find site contact – get info for website
- Communicate needs with speaker (or delegate this to speaker contact)
- Post information on website about program and place
- Apply for CERPS for educational portion of meeting
- On meeting date, help site contact as needed
- Make sure forms for attendance are available and used
- Handout evaluations, collect evaluations, provide Attendance Certificate
- Summarize evaluations
- Send attendance info to Membership Chair – she can easily alphabetize attendees and email you the CERP list needed
- Maintain records for CERPs for 6 years

Information to give site contact

- Space for up to 20 - 40 people if possible
- Need space for 8:00 AM Board Meeting nearby (except when we have Board mtg at night)
- Request hotel info if we have night Board meeting
- Continental breakfast for 20 to 25: coffee, tea, juice, and goodies (bagels, donuts, yogurt, fruit...) WALC pays for this but site contact provides
- Lunch – Site person arranges for lunch. We charge people \$7 and WALC pays any difference. Try to keep cost as low as possible.... Suggest it will be for about 20 – give contact the # of RSVPs 3 days before event – need a little flexibility in lunch count because we always have drop-ins
- Let site contact know of AV needs as soon as possible

Information to give to speaker (or delegate to speaker contact)

- Need from speaker: Disclosure and Conflict of Interest forms, Curriculum Vitae (CV), Objectives, AV needs
- Speaker has 120 minutes, should arrive 20 minutes or more before 10 AM presentation
- We have small stipend available - \$200

Presentation Day

- Assign person to introduce speaker
- Have attendance sheets out
- Distribute evaluations
- Collect evaluations and provide Certificate of Attendance

CERPS

- ***At least 30 days prior to event – Submit to IBLCE one copy of the print or web-based promotional materials
- ****Within 30 days of event, submit to IBCLE one copy of final print or web-based promotional materials and a typed attendance roster
- Maintain for 6 years this material for each event:
 - Speaker Disclosure and Conflict of Interest Forms
 - Speaker CV
 - Evaluation Tool
 - Evaluation Summary
 - Attendance Certificate
 - Brochure or Web-based Promotional materials
 - Attendance Roster and record