|  |  |  |  |
| --- | --- | --- | --- |
| The Maine WIC Program has developed the following goals and objectives for federal fiscal year 2019. These goals which are divided into the 11 functional areas are derived from a review of state and local agency operations, regulatory requirements, management evaluations, and fiscal and programmatic best practice | | | |
| **Section** | **Goal FFY19** | **Activities** | **Status** |
| **VENDOR AND FARMER MANAGEMENT** | Continue with eWIC implementation activities | Finalize contract with Conduent and complete review with FNS  Follow implementation plan  Provide IAPDU updates as needed |  |
| Training effectiveness review | Analyze responses from vendors in Q3/Q4 |  |
| **NUTRITION SERVICES** | Upgrade WIC MIS (SPIRIT) to implement nutrition risk criteria changes outlined in Risk Revisions memos dated 5/22/17 and 6/13/18 | Perform regression testing July 2018 for SPIRIT version 2.32  Train LA staff September 2017  Upgrade roll out no later than 10/1/18 |  |
| Training effectiveness review | Annual training conference scheduled for 11/16/18  Provide nutrition services trainings as requested by LA staff or as identified in management reviews or policy change(s). |  |
| Review FY2019 policy changes with LA Directors and LA Nutrition Coordinators | Train-the-trainer meetings to be held with LA staff in August and September, 2018 |  |
| Provide effective and efficient breastfeeding promotion and support services. | Provide funding as available for LA staff to attend BEST Connect conference in 2019 |  |
| Support LA training needs | Provide funding as available for LA staff to attend 2019 NWA conference |  |
| Increase % of pregnant enrollees that initiate breastfeeding to 80% | Monitor breastfeeding initiation rates |  |
| Increase % of breastfeeding mom/baby dyads who breastfeed 6 months or longer to 31% | Monitor breastfeeding duration rates |  |
| **MANAGEMENT INFORMATION SYSTEM (MIS)** | Maintain SPIRIT help desk support for local agency staff. | Provide SPIRIT help desk coverage for all clinic days scheduled at local agencies. |  |
| Train all staff members for SPIRIT upgrade. | Develop webinar training and schedule multiple training opportunities for September 2018 for upgrade to SPIRIT 2.32.00 being implemented no later than 10/1/18. |  |
| Continue participation in SPIRIT User Group work groups: Executive Steering Committee, Change Control Workgroup, Designated Governing Body, Tester group. | State representation by Director, Nutrition Coordinator |  |
| Appoint subject matter experts to take part in SPIRIT Web cycle planning meetings | State representation by Nutrition Coordinator and Vendor Coordinator |  |
| **ORGANIZATION AND MANAGEMENT** | Finalize WIC State Agency program rules | Finalize writing of program rules  File final draft rules with Secretary of State to begin formal rule making process, including public hearing and comment period  Revise and publish final rules |  |
| Develop and disseminate a WIC Program Annex to the Maine CDC Disaster Plan | Continue annex development meetings with MaineCDC Emergency Preparedness staff  Share WIC Annex with LA Directors  Review LA WIC Program disaster plans for compliance with State Agency Annex |  |
| **NUTRITION SERVICES AND ADMINISTRATION (NSA) EXPENDITURES** |  |  |  |
| **FOOD FUNDS MANAGEMENT** | Monitor and follow up on reports of participant fraud and abuse | Follow up with participants who do not return loaner electric breast pumps |  |
| Continue to provide clear messaging to all authorized representatives whose infants or children receive formula regarding federal regulation prohibiting formula sales through any medium |  |
| Monitor food funds for impact of discontinued infant food contract | Routine assessment of food fund utilization |  |
| **CASELOAD MANAGEMENT** | Increase outreach to adjunctively-eligible Maine residents who meet WIC categorical criteria | Receive new SNAP case list monthly and disseminate to LA staff  Develop MOU with MaineCare to allow information sharing of new MaineCare recipients |  |
| Provide outreach information to medical providers | Utilize health care provider toolkits for pediatricians and prenatal care providers to disseminate WIC eligibility information |  |
| **CERTIFICATION, ELIGIBILITY AND COORDINATION OF SERVICES** | Continue collaboration with CradleME central referral team | Monitor and quantify CradleME referrals |  |
| Monitor local agencies for compliance with residential facility agreements | Review facility agreements at MER |  |
| Implement nutrition risk changes from Risk Revisions memos dated 5/22/17 and 6/13/18 | Provide staff training September 2018 for new risk implementation no later than 10/1/18 |  |
| **MONITORING AND AUDITS** | Complete Management Evaluation Reviews as scheduled for four local agencies | Review all sections of local agency program operations (Nutrition Services, Breastfeeding Services, Financial Services, Clinic Management) |  |
| **CIVIL RIGHTS** | Assure state and local agency staff have civil rights training annually | Provide local agencies with Civil Rights training materials  Provide LA training on all required civil rights items upon request  Review LA staff education logs for compliance with annual training requirements |  |
| Provide translated materials as requested by LA staff | Follow up on LA requests as received |  |
| **FOOD DELIVERY** | Maintain updated Approved Product List for distribution and use by vendors and participants | Review food item submissions  Update APL at least monthly  Disseminate APL to vendors at least monthly |  |
| Maintain updated APL with WIC Shopper | Disseminate updated APL to WIC Shopper at least monthly for use by participants |  |
| Implement new food list | Review brand specific products  Add infant food brands  Distribute in Spring 2019 |  |