

**Local agency Breastfeeding Coordinators Meeting Agenda
October 21, 2022**

12:30-3:30pm

Time	Topic	Actions/Outcome	Lead
12:30pm-12:35pm	Welcome		ML/LG
12:35pm-12:45pm	Regional Training Q & A	Not a lot of feedback discussed, Kalpita stated that she appreciated a review of the open-ended questions and affirmations as a lot of the content was covered many years ago.	All
12:45pm-1:00pm	Pump inventory and distribution process	Reminder about ordering pumps and sending info on participants to Lauren Conroy when a pump is distributed so she can track. Please also copy ML and LG. We will be reviewing the breastfeeding supplement to the order form with Lauren as well this month and updating as needed. Basically, all of the materials are at DPH, and breastfeeding items should be placed with monthly orders. However, if there is an urgent need for equipment, please connect with Lauren, ML and LG as needed. Also, conversation about Medela Max Flow and if participants like this product. Overall, not hearing good reviews. State agency is in the process of looking for vendor/supplier for pump orders.	ML/LG
1:00pm-1:15pm	HUSKY breastmilk storage bags coverage	Reviewed process for requesting from DME. Added to 300-12 Policy which is now posted on WIC State Plan webpage.	ML/LG
1:00-1:30pm	Open discussion	Will move meetings to ½ hour to accommodate influx in certifications. Will re-evaluate in March and decide on in person meeting pending identification of space.	All

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We will continue to meet virtually for 1 hour in 2022. However, we adjusted our formal meeting time to 30 minutes considering influx of certification requests. However, local agencies should continue to allot time for breastfeeding related projects as described in the BF Coordinators role document. Please plan schedules and budgets accordingly. If we cancel a meeting, please use the scheduled meeting time work on breastfeeding coordinator related duties.

2022

Friday, November 18 th	12:30-1:00pm	Teams Meeting
Friday, December 16 th	12:30-1:00pm	Teams Meeting

We are planning to have 30-minute meetings for the rest of 2022.

Meetings for 2023 to be mostly virtual but will consider in person meetings 2x/year pending space/location options.

2023

Friday, January 20 th	12:30-1:00pm	Teams Meeting
Friday, February 17 th	12:30-1:00pm	Teams Meeting
Friday, March 17 th	12:30-1:00pm	Teams Meeting

- **Fall Level 1-4 training dates are as follows: Email was sent to Program Coordinators and BF Coordinators**

Thursday September 15th 9am-4:30pm. Level 1 Full day

Block out schedule for mornings 9am-12:30pm for Level 2, 3 and 4 on Tuesdays/Thursdays from September 20th through December 6th.

Remainder of staff that did not attend Level 1 or 2 in Spring, must attend Fall sessions. Level 3 required for Nutritionists with or without CLC, Program Coordinators with CLC, and optional for NA II with CLC. Level 4 required for Nutritionists and Program Coordinators with CLC and/or IBCLC.