

**SPECIAL SUPPLEMENTAL NUTRITION PROGRAM
FOR
WOMEN, INFANTS, AND CHILDREN (WIC)**

FFY **DRAFT 2020**

STATE STRATEGIC PLAN

DUNS #806418075

NEW JERSEY DEPARTMENT OF HEALTH

PUBLIC HEALTH SERVICES

FAMILY HEALTH SERVICES

WIC SERVICES

50 EAST STATE STREET

6th FLOOR

PO BOX 364

TRENTON, NEW JERSEY 08625-0364

(609) 292-9560

2020 STATE PLAN SUMMARY
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EXECUTIVE SUMMARY

I Federal Overview

The Special Supplemental Nutrition Program for Women, Infants and Children (WIC) was established in 1972 as a pilot project following a national survey that found anemia and inadequate growth to be common among American children in low-income families. In 1974, WIC was established as a discretionary program, available throughout the United States. WIC is a preventive public health nutrition program that provides nutrition and breastfeeding education, nutritious foods, and improved access to regular health care and social services to low and moderate-income pregnant, postpartum and breastfeeding women and young children with, or at risk of developing nutrition-related health problems. To address the identified and implement the mandates of the legislation, WIC:

- Provides a food package and nutrition education that is in line with the 2015 - 2020 Dietary Guidelines designed for all individuals age two years and over and their families to consume a healthy, nutritionally adequate diet and current infant feeding practices that are consistent with the guidelines of the American Academy of Pediatrics to better promote and support the establishment of successful long-term breastfeeding.
- Provide WIC participants with a wider variety of food.
- Provide WIC State agencies with greater flexibility in prescribing food packages to accommodate participants with cultural food preferences.
- Serve all participants with certain medical provisions under one food package to facilitate efficient management of participants with special dietary needs.
- Improves the nutrition and food security and promotes health and well-being of its participants.
- Issues food vouchers containing supplemental foods with essential nutrients found to be deficient or lacking in their diets (the food vouchers are redeemable at authorized retail stores in New Jersey).
- Provides health and nutrition screenings for early identification or treatment of existing risk factors that contribute to poor growth rates in infants and children, poor pregnancy outcomes, and poor health and nutrition status.
- Conducts nutrition/health counseling designed to improve eating habits and eliminate or reduce risk factors. The counseling is provided in both individual and peer/group sessions.
- Promotes adoption of healthy lifestyles for prevention of diseases, improved birth outcomes, and pediatric growth through nutrition education.
- Refers program participants to needed health care, social, and other community services for health protection.

- Promotes and supports exclusive breastfeeding.
- Integrates programs (Healthy Corner Store Initiative, WIC Farmers' Market Nutrition Program and the NJ Community Health & Wellness Program) to reduce barriers and strengthens the abilities of program participants to adopt lifelong dietary practices for health promotion.
- Provides nutrition education tailored to participants' risk factors and interests.

Numerous research findings show that WIC contributes to improved health and nutritional status of pregnant, postpartum, and breastfeeding women in low socioeconomic status, infants and children. Also, studies conducted by United States Department of Agriculture (USDA), Food and Nutrition Services (FNS), Rutgers – The State University of New Jersey, and another other non-government entity (Mathematica Policy Research) show that WIC is a cost-effective nutrition intervention program. The following summarizes some of the findings that support the effectiveness of WIC Services:

Improved Birth Outcomes and Savings in Health Care Costs

Studies at the state and national level have evaluated the cost-benefit of WIC prenatal participation consistently show that dollars invested in WIC significantly contributed to savings in medical care costs for infants. Prenatal WIC participation also contributes to improved birth weight, improved gestational age, and decreased infant mortality (1 – 6).

Increased Consumption of Key Nutrients/Increased Nutrient Density of Diet

A healthy diet is associated with a positive health status and can reduce the risk for several chronic diseases, including obesity, heart disease, type 2 diabetes, and some cancers. Consuming a healthy diet during early childhood contributes to adequate growth and development. Studies have shown that WIC children have increased intakes of iron, potassium, and fiber. Also, participation in WIC dramatically improves Healthy Eating Index scores for the household (7 - 9).

WIC reduces obstacles that low-income population encounter in adopting healthy diets. Such obstacles include lack of knowledge and access to nutritious foods. Apart from the vouchers containing the supplemental foods and the cash value vouchers for fruits and vegetables, the WIC Program implements the Farmers' Market Nutrition Program (WIC FMNP) that increases access to locally grown fresh fruits and vegetables. The WIC FMNP also incorporates nutrition education that strengthens the abilities of program participants to adopt lifelong dietary practices necessary to prevent the onset of chronic diseases. Through the New Jersey WIC FMNP, participants are educated about the relationship of nutrition to chronic disease prevention. The WIC FMNP also promotes the consumption of locally grown fresh fruits and vegetables and contributes to increases in revenues for participating New Jersey farmers. In 2018, 189 New Jersey farmers redeemed over \$408,498 from the WIC FMNP.

Increased Breastfeeding Rates

WIC helps mothers to choose to breastfeed their infants by providing the support and information they need to initiate and continue breastfeeding. The WIC Program collaborates with hospitals, and community programs to create an environment in which breastfeeding is the norm. **Breastfeeding initiation and duration continue to increase.** Of the 83 national WIC State agencies across the country that reported breastfeeding data in the 2016 WIC Program and Participant Characteristics, 71.0 percent of all 6- to 13-month-old infants and children participating in WIC were breastfed or still breastfeeding compared with 69.8 percent in 2014. Sixty-eight WIC State agencies were able to provide breastfeeding duration data on at least 75 percent of infants and children. The median duration of breastfeeding was 13.0 weeks, with the proportion of infants and children breastfed for 6 months or more ranging from 24.4 percent to 31.2 percent, continuing the upward trend in breastfeeding among the WIC population (9).

CONCLUSION: WIC is a multi-component, comprehensive, effective and cost-saving public health nutrition program designed to address the specific health and nutrition needs of at-risk pregnant, postpartum, and breastfeeding women, and infants and children of low socioeconomic status.

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II State Overview

New Jersey was one of the first ten states in the nation to administer the WIC Program. It is the goal of New Jersey WIC Services to utilize various strategies to reduce the risk of poor pregnancy outcomes, and facilitate the improvement of nutritional status by identifying and providing services to prevent nutritional problems and challenges that impact on the nutritional and health status of low-income pregnant, postpartum, breastfeeding women, infants and children participating in New Jersey WIC program. In Federal Fiscal Year 2018 (October 1, 2018 through September 30, 2019), New Jersey WIC Services, through the local WIC agencies, served 241,566 pregnant, postpartum, breastfeeding women, infants and children up to age five with low-income and medical and/or nutrition risk factors.

- The ethnic distribution of the WIC Program participants as of February 2019 is:
 - Hispanic/Latino – 52.17%, and
 - Non-Hispanic/Latino – 47.83%.
- The race distribution of New Jersey WIC participants as of January 2019 is:
 - American Indians and Alaska Native – 2.48%,
 - Asian – 3.32%,
 - African American – 24.15%,
 - Caucasian – 66.18%,
 - Native Hawaiians or Pacific Islander – 0.86%, and
 - Bi-racial and/or Multi-racial – 3.01%.

As the Department moves forward with initiatives for a healthier New Jersey, WIC Services will play a key role to assure better health and improved nutritional status of low-income women, infants and young children.

III Local Agency Overview

The Department currently provides WIC services to the entire State of New Jersey through health service grants awarded to sixteen (16) local agencies. Eight (8) agencies are local/county health departments, two (2) are hospitals, one (1) is an educational institution, and five (5) agencies are private/nonprofit organizations. The sixteen local WIC agencies in New Jersey serve as a gateway to primary preventive health care for many of the State's vulnerable pregnant, postpartum and breastfeeding women, infants and children. Direct WIC services are provided annually to more than 241,566 women, infants, and children at 95 administrative and satellite sites through the **16** local agencies listed below.

New Jersey WIC Services provide a unique opportunity through which program participants receive access to primary preventive health care and referrals to human services programs. The State and local WIC agencies continue to work collaboratively to ensure a participant focused delivery system through the promotion and expansion of one-stop service and integration of services at conveniently located facilities.

The local agencies employ over **400** staff to certify the WIC participants using the WIC ACCESS computer system on State-owned computers. WIC services must be provided by approved nutrition professionals, nurses and support staff. Local agencies provide extended hours for working participants. One-sixth of the services offered to WIC participants must be in nutrition education. Local agency staff utilizes a variety of materials to encourage healthy eating habits.

<u>Local Agency</u>	<u>Type of Agency</u>	<u>Administrative Sites</u>	<u>Satellite Sites</u>
Burlington County	Local Government	1	10
East Orange	Local Government	1	2
Tri-County/Gateway CAP	Non-Profit	8	2
Gloucester County	Local Government	1	2
Newark	Local Government	4	1
Jersey City	Local Government	1	2
North Hudson Community Action Corporation	Non-Profit	1	1
NORWESCAP	Non-Profit	3	4
Plainfield	Local Government	1	0
St. Joseph's Regional Medical Center	Hospital	1	16
Children's Home Society of Mercer County	Non-Profit	1	4
Rutgers, the State University RBHS	University	1	4
Ocean County	Local Government	2	4
Passaic	Local Government	1	0
Trinitas	Hospital	1	0
Visiting Nurse Association Health Group	Non-Profit	3	12
TOTAL		31	64
TOTAL Administrative and Satellite Sites		95	

IV Division of Family Health Services Mission Statement

To improve the health, safety, and well-being of families and communities in New Jersey.

V New Jersey WIC Services Mission Statement

To assure healthy pregnancies, healthy birth outcomes, and healthy growth and development for women, infant and children up to age five who are at nutrition risk by providing nutritious foods to supplement their diets, information on healthy eating, breastfeeding promotion and support and referrals to health care and critical social services.

VI New Jersey WIC Services Goals and Objectives

New Jersey WIC has several strategic goals for the upcoming Federal Fiscal Year and these priorities vary by the different units and can be found below. One key priority for the New Jersey WIC program is implementing an Electronic Benefits Transfer system statewide.

VENDOR AND FARMER MANAGEMENT

- The State Agency will finalize the WIC on the Web (WOW) application- Vendor Management enhancements and Vendor portal.
- The State Agency vendor unit will engage in ongoing activities in preparation for the implementation of Electronic Benefit Transfer (EBT).
- In collaboration with the MIS unit and other vendor staff, several workgroups will be created to assist with system development, testing, training, and policy and procedure development as it relates to EBT.
- The State Agency will work collaboratively with internal and external stakeholders to comply with the terms of the Memorandum of Agreement between New Jersey Department of Health and the New Jersey Department of the Treasury, Division of Taxation.
- The State Agency Vendor Unit will plan outreach and training methods for implementation and evaluation in the authorized vendor setting.
- The State Agency will migrate to an electronic vendor application record keeping system upon implementation of the Vendor Portal.
- The State Agency will ensure that all Authorized WIC Vendors are trained, monitored and evaluated in accordance with federal regulations and state policy and procedure.
- The State Agency will determine an interested retailer's program eligibility within 120 calendar days.

- The State Agency will conduct routine collection of vendor shelf prices at least every six months following authorization to monitor vendor compliance to ensure State agency policies and procedures dependent on shelf price data are efficient and effective.

NUTRITION SERVICES

- Improve participant-centered nutrition and breastfeeding services (education and referrals) to pregnant, postpartum, breastfeeding women, infants and children up to age five through Value Enhanced Nutrition Assessment (VENA) by providing targeted training to local agency counseling staff.
- Assist the individual who is at nutritional risk to achieve a positive behavior change resulting in improved nutritional status and prevention of nutrition-related problems through optimal use of supplemental and other nutritious foods. A primary focus will be to improve the redemption of the Cash Value Voucher (fruits and vegetables) and Farmers Market checks.
- Provide nutrition and breastfeeding education with consideration of the ethnic, cultural, and geographic preferences of the participants as well as their educational and environmental limitations.
- Continue to promote, support and protect exclusive breastfeeding for the first six months of life and continued breastfeeding with the addition of complimentary foods for one year or longer as long as mutually desired by mother and child.
- Create the infrastructure to begin to normalize breastfeeding in the State of New Jersey by collaboration with traditional and non-traditional partners.

MANAGEMENT INFORMATION SYSTEMS (MIS)

- NJ WIC MIS will lead the mandate to implement Electronic Benefits Transfer (EBT) in New Jersey. EBT, as the new standard, will dramatically alter the process of distributing benefits to clients. WIC EBT is an electronic system that replaces paper vouchers with a card for food benefit issuance and redemption at authorized WIC Vendors. Removing the need for paper checks will positively change the experience of our participants. The transition to an EBT system is the primary focus and represents a monumental step forward in the modernization of WIC as required by federal law.
- Post WIC on the Web (WoW) statewide implementation, all operational activities are expected to be met with the new system rendering the legacy system, WIC - Automated Client Center Electronic Service System (ACCESS) unnecessary. The goal is to decommission Legacy system (WIC - Access) by operations and maintenance contract expiration June 30, 2019.

- Web security - OpenDNS implementation will provide a first line of defense against internet-based threats, protecting local agency users and WIC resources when they connect using computer devices funded by federal funds.

ORGANIZATION AND MANAGEMENT

- Ensure that New Jersey WIC operates within all federal regulations and addresses all USDA requirements for an effective and efficient program.
- Maintain appropriate staffing level and update the organizational chart regularly.

NUTRITION SERVICES AND ADMINISTRATION (NSA) (STATE AGENCY ONLY)

EXPENDITURES

- To ensure the most appropriate distribution of NSA funding to the grantees and the proper expenditure of these funds to maximize WIC service delivery to the residents of New Jersey.

FOOD FUNDS MANAGEMENT

- Continue to project and monitor food fund obligations to make maximum use of federal food award.

CASELOAD MANAGEMENT

- Through effective caseload management, direct available resources to serve the highest priority participants and the maximum number of estimated eligible residents in the State of New Jersey.
- Effective outreach management will guide local agencies to focus resources to reduce gaps in program participation.

CERTIFICATION/ELIGIBILITY/COORDINATION OF SERVICES

- To provide WIC services to pregnant, postpartum and breastfeeding women, infants and children up to age five years that meet the income guidelines (185% of federal poverty) or are adjunctively income eligible by participating in Medicaid, SNAP and/or TANF. WIC Services include a nutrition assessment, completed by a competent professional authority (CPA) to determine nutritional need (s) and referrals to other health and social service programs.

FOOD DELIVERY/FOOD INSTRUMENT (FI) ACCOUNTABILITY & CONTROL

- The Food Delivery Unit will ensure compliance with USDA policies and procedures in accountability and as it relates to Electronic Benefit Transfer (EBT) system.

- The State Agency (SA) shall account for the disposition of all Food Instruments (FIs) and Cash-Value Vouchers (CVVs) as either issued or voided and ad either redeemed or unredeemed.
- State staff, local WIC agencies and vendors will have the materials needed to effectively provide WIC services to participants and their families.
- The Food Delivery personnel oversees the Special Infant Formula purchase system, where At-risk infants receive physician-prescribed medical infant formula shipped either to their home or to the local WIC agency. The State Agency has a vendor agreement with a formula warehouse in Lancaster, PA for the purchase and shipment of special formula. The goal is to ensure agencies/participants receive their special formula; and request specific formulas when needed.
- To monitor dual participation and enforce with sanctions if needed.
- To handle participant, local WIC agency and vendor complaints.

MONITORING AND AUDITS

- Evaluate the quality of care and services provided to participants through an effective and comprehensive monitoring system.

CIVIL RIGHTS

- To ensure that the New Jersey WIC program, a program that receives United States of Agriculture/Food and Nutrition Services funding, complies with the non-discrimination requirements based on race, color, national origin, age, sex, and disability in providing services to program applicants and participants.

1.0 VENDOR AND FARMER MANAGEMENT

1.1 Vendor and Farmer Management

New Jersey WIC Services Vendor and Farmer management includes all activities related to selecting, authorizing and training. Also, WIC monitors and investigates WIC approved vendors and farmers to ensure access to healthy fruits and vegetables for WIC participants to reduce fraud and abuse in the WIC food delivery system.

Currently there are approximately 974 authorized retail food stores with a three-year contract cycle. The current contract cycle ends September 30, 2021. Six months following authorization, each new vendor is revisited to ensure compliance with Federal regulations and State policies and procedures. However, the State Agency reserves the right to conduct monitoring visits and/or compliance buys at any time during the contract period. The next contract period will begin on October 1, 2021 and ends September 30, 2024.

Vendors that derive more than 50 percent of their annual food sales revenue from WIC food instruments, and new vendor applicants expected to meet this criterion under guidelines approved by FNS are defined as above 50- percent vendors. The State Agency has implemented procedures approved by FNS to identify authorized vendors and vendor applicants as either above-50-percent vendors or regular vendors. All new vendors participating in the program for six months must submit their quarterly New Jersey Division of Taxation Sales and Use Tax forms (ST 50 forms or monthly Urban Enterprise Zone (UZ) forms) to ensure that each vendor's annual WIC food sales are not above 50-percent of their total annual food sales. Vendors that are above 50-percent shall be disqualified from the program.

Effective this FFY 2019, NJ WIC will begin to offer vendors an improved application submission process by way of the NJ WIC Vendor Portal. The NJ WIC Vendor Portal is a new electronic system that the State Agency will be using to facilitate communication with existing and new vendors. The Vendor Portal was designed to facilitate and simplify the authorization process. Vendors who are interested in becoming WIC authorized will use the Portal to determine initial eligibility, complete the application process, complete a Commodity Price List Survey and have the ability to upload required documents. Vendors will receive a login and password to navigate the Portal.

A Vendor applying under the Open Access policy must meet several eligibility criteria. Initial Retailer Assessment Questions will be used to determine an interested retailer's program eligibility through the

Initial Retailer Assessment Questions. The Initial Retailer Assessment is comprised of eight questions and are used to determine an interested retailer's program eligibility. The eight assessment questions are the minimum requirements to receive an invitation to complete the electronic Application for Vendor Authorization. The assessment questions were sourced from the Vendor Selection Criteria.

Shelf pricing will be requested. This will enable the State Vendor staff to evaluate the vendor's price data is efficient and effective. The State Agency will be able to ensure that a vendor selected for participation in the program does not, after selection, increase prices to levels that would make the vendor ineligible for authorization. Interested retailers will be able to check their status and supply additional information to the State Agency as needed. All interested retailers who are determined to be program eligible are invited to complete the online NJ WIC Application for Vendor Authorization. Once the State Agency has reviewed the interested retailer's information for program appropriateness, the data will be processed electronically and transferred directly into the WOW system. The Vendor Portal will be used by both WIC Authorized Vendors as well as retailers interested in becoming WIC Authorized. Currently authorized vendors and interested retailers will be provided technical assistance on how to navigate the online system. The technical assistance will be offered by the CMA help desk along with State Agency support.

1.2 Vendor and Farmer Management Accomplishments

Compliance Rates

As of May 2019, both vendor monitoring and compliance buys have reached their five percent requirements.

Vendor Sanctions

The Vendor Unit has updated a majority of policies and procedures that lead to adverse actions. These updates now reflect actual internal processes, that lead to the more-timely sanctions of vendors.

Authorization Vendor

Vendor Re-Authorization initially authorized 939 vendors at the end of September 2018.

Farmers Market

Farmers Markets will be authorized to accept Cash Value Vouchers for the first time in New Jersey for FFY 2019.

1.3 Vendor and Farmer Management Goals, Objectives and Activities

Goal

The State Agency will finalize the WIC on the Web (WOW) application- Vendor Management enhancements and Vendor portal.

Objectives

- Update the Business Review Document (BRD) for the Vendor Portal.
- Test all aspects of the Vendor Portal for efficiency and accuracy.
- Roll out the Vendor Portal to all current vendors.

Activities

- Vendor staff will work with the software vendor, CMA, to update the BRD so that the portal is designed appropriately and functionally.
- Vendor staff will engage in means testing, training, and hands on use of the system.
- Vendor staff will attend all meeting related to the Vendor Portal so that information is relayed appropriately and accurately.
- Vendor staff will work with MIS staff and CMA to roll out the vendor portal to all vendors statewide.

Goal

The State Agency vendor unit will engage in ongoing activities in preparation for the implementation of Electronic Benefit Transfer (EBT).

Objectives

- Update all policies and procedures to incorporate EBT language.
- Attend national meetings on Vendor Management and EBT.
- Establish work groups to assist with the development and implementation of EBT including testers, trainers, compliance, monitoring, policy development, communication etc.
- Work with the MIS unit and EBT vendors to assure compliance and functionality of EBT across the state.

Activities

- The State Agency will review and revise vendor management policies and procedures and incorporate Electronic Benefit Transfer system language where applicable, in preparation for the 2020 implementation.
- The State Agency will attend ongoing meetings and training related to Program Integrity innovations (fraud, waste, abuse and technology), and Vendor Management education annually as offered.
- The State Agency will attend the 2019 Biennial NWA WIC Technology, Program Integrity, and Vendor Management Education & Networking Conference and Exhibits and other national meetings relevant to EBT.
- In collaboration with the MIS unit and other vendor staff, x number of workgroups will be created to assist with system development, testing, training, and policy and procedure development as it relates to EBT.

Goal

The State Agency will work collaboratively with internal and external stakeholders to comply with the terms of the Memorandum of Agreement between New Jersey Department of Health and the New Jersey Department of the Treasury, Division of Taxation.

Objective

- The State Agency will review retailer WIC sales on an annual basis. The State Agency will review ST/UZ 50 tax submissions to identify if the store has an Above 50% status. To maintain combined information sharing, the State Agency will ensure ongoing communication within the established terms of the Memorandum of Agreement.

Activities

- The purpose of this Agreement is to establish a process for compliance with the WIC Data to Taxation for use in determining whether WIC vendors are accurately reporting business gross receipts and filing necessary State returns; and to provide safeguards against unauthorized use or disclosure of such confidential information. The State Agency will share reporting information with the Division of Taxation for review and reporting verification.
- The State Agency will determine whether vendor applicants are expected to be above-50-percent vendors.
- The State Agency must determine whether a currently authorized vendor meets the above-50-percent criterion, based on the State agency's calculation of WIC redemptions as a percent of the

vendor's total foods sales for the same period. If WIC redemptions are more than 50 percent of the total food sales, the vendor must be deemed to be an above-50-percent vendor.

- The State Agency must reassess the status of new vendors within six months after authorization to determine whether or not the vendors are above-50-percent vendors, and must take necessary follow-up action, such as terminating vendor agreements or reassigning vendors to the appropriate peer group.

Goal

The State Agency Vendor Unit will plan Outreach and training methods for implementation and evaluation in the authorized vendor setting.

Objective

- The State Agency will collaboratively plan Outreach and training methods for implementation in collaboration with the Nutrition unit.

Activities

- The State Agency will continue to administer outreach and promotional materials in the authorized vendor setting.
- WIC authorized stores will play a key role in outreach.
- The State Agency will continue to conduct multicultural multilingual outreach to reach underserved diverse communities.

Goal

The State Agency will migrate to an electronic vendor application record keeping system upon implementation of the Vendor Portal.

Objective

- The State Agency's electronic vendor data management systems of record will be WOW and Vendor Portal in addition to paper files.

Activity

- The State Agency will work closely with the computer contractor to finalize needed changes to the record keeping system and / or Vendor Portal as needed.

Goal

The State Agency will ensure that all Authorized WIC Vendors are trained, monitored and evaluated in accordance with federal regulations and state policy and procedure.

Objective

- The State Agency will monitor and evaluate 5% of all Authorized Vendors. Training will be provided to all Vendors who fail to meet federal regulations and state policy and procedure.

Activity:

- The SA will assess all retailer information to determine eligibility for Vendor Authorization within 120 calendar days. The milestones begin with an interested retailers' submission of the Initial Retailer Assessment questions via the online submission and / or Vendor Portal upon its implementation.

Goal

The State Agency will determine an interested retailer's program eligibility within 120 calendar days.

Objective

- Authorization related activities will be conducted for program eligible retailers within 120 calendar days-

Activities

- Interested Vendors who are deemed program eligible will be placed in queue to receive an unannounced onsite visit from a SA representative.
- The SA shall ensure that all Authorized WIC Vendors are trained, monitored and evaluated in accordance with Federal Regulations.

Goal

The State Agency will conduct routine collection of vendor shelf prices at least every six months following authorization to monitor vendor compliance to ensure State agency policies and procedures dependent on shelf price data are efficient and effective.

Objectives

- The State Agency will compare shelf prices pre- and post- implementation of the vendor portal.

- The State Agency must ensure that a vendor selected for participation in the program does not, subsequent to selection, increase prices to levels that would make the vendor ineligible for authorization.
- The State Agency will review shelf prices during ongoing onsite monitoring visits.
- The State Agency will review and evaluate vendor shelf prices at least every six months.

Activities

- The State agency must establish a vendor peer group system and distinct competitive price criteria and allowable reimbursement levels for each peer group.
- The State agency must use the competitive price criteria to evaluate the prices a vendor applicant charges for supplemental foods as compared to the prices charged by other vendor applicants and authorized vendors and must authorize vendors selected from among those that offer the program the most competitive prices.
- The State agency must consider a vendor applicant's shelf prices or the prices it bids for supplemental foods, which may not exceed its shelf prices. In establishing competitive price criteria and allowable reimbursement levels, the State agency must consider participant access by geographic area. The State agency must inform all vendors of the criteria for peer groups and must inform each individual vendor of its peer group assignment.

2.0 NUTRITION SERVICES

2.1 Nutrition Services

State WIC nutrition and breastfeeding staff in the Nutrition and Breastfeeding Services Unit develops policies and procedures and provides technical assistance in nine of the eleven functional areas of the WIC program. The Nutrition and Breastfeeding Services staff are responsible for nutrition education, the cornerstone of the WIC program; the oversight of breastfeeding promotion and support services; immunization screening; monitoring of local agencies to ensure they fully perform their WIC regulatory responsibilities; the certification process; food package tailoring; and coordination of referrals with health and social service agencies.

2.2 Nutrition Services Accomplishments

Significant program initiatives for the Nutrition and Breastfeeding Unit for FFY 2019 included ongoing Statewide staff training on the NJ WOW system, reconvening the statewide food list committee, representing WIC at the statewide Oral Health Coalition, collaborating with SNAP-ed, Healthy Women, Healthy Families and the New Jersey Breastfeeding Coalition to develop a statewide breastfeeding strategic plan. Continued emphasis on Motivational Interviewing to improve participant behavior changes. Orientation for new breastfeeding, chief nutritionist and WIC coordinator; Updating NJWIConline.org publishing four quarterly issues of the MARWIC Times. State WIC staff met with State Medicaid staff and representatives of their Managed Care Organizations to discuss collaboration for providing breast pumps to common recipients of both programs. A statewide participant Survey was conducted. Some highlights include:

Collaboration with SNAP-Ed, Healthy Women and Healthy Families and New Jersey Breastfeeding Coalition

Funding was provided by one of our partners, SNAP-Ed for the New Jersey Breastfeeding Coalition to begin the development of the New Jersey State Breastfeeding Strategic Plan (NJSBSP). A Program Manager was hired to oversee this process and the first Steering Committee meeting was held on March 26, 2019.

Online Nutrition Education for WIC Participants (NJWIConline.org)

In Fiscal Year 2019, a technology upgrade was implemented to convert NJWIConline.org from Flash technology to HTML5, a responsive user interface (UI) design. The upgrade accommodates users by mobile devices, the addition of sound, conversion from old images, and capability of future translation

of lesson into additional languages in the future. All lessons were reformatted to improve the quality of the nutrition education experience and support the participant's choice of lesson topics to meet their interests and needs. Lessons are now organized into five categories, which are Pregnancy, Breastfeeding, Infant, Child and Family. Signage is now displayed on touch screen workstations to remind participants that online education is available in select WIC clinics. The current reach of the service is 2,514 NJ WIC users as of March 2019. NJWIConline.org offers an efficient and cost-effective option to the NJ WIC Program, local agencies and participants to satisfy the secondary nutrition education USDA requirement.

New Jersey WIC Food List Committee

On March 1, 2019, State and local agency staff volunteers met for the first Food List committee meeting for FFY 2019. The purpose of the meeting was:

- Improve the look of Food List
- Discuss possible options to combine the NJ Food List and WIC ID folder as one
- Improving WIC shopping experience
- Approving Food/Brands based on WIC participants preferences and USDA guidelines

Potential manufactures were notified of the current review period to submit their product information and new items and current items are being reviewed to make sure they meet the current labeling and USDA guidelines. The committee agreed that New Jersey WIC should combine the food list with the WIC ID Folder to include all authorized NJ WIC Foods as well as guidance for participants on how to use their WIC benefits, nutrition tips and general WIC program rules.

Oral Health Collaboration

New Jersey WIC is a member of the New Jersey Oral Health Coalition. The Coalition is a leader in oral health advocacy and promotes the equitable access of quality oral health care for all of New Jersey's residents. Members include representatives from federal, state and local government, academia, education, healthcare providers, child and health advocates and insurance companies.

The Spring 2019 Oral Health Newsletter developed by the New Jersey Department of Health (NJDOH) Children's Oral Health Program was reviewed prior to final printing, minor edits were recommended, and revisions were made. NJ WIC electronically distributed copies to all sixteen local WIC agencies along with print copies provided to the Chief Nutritionists and Breastfeeding Coordinators at their meeting in March.

Local Agency Training

The Chief Nutritionists and Breastfeeding Coordinators Meeting was held on March 13, 2019. The Chief Nutritionists and Breastfeeding Coordinators enjoyed the opportunity to network and share experiences and ideas focused on improving both WIC participant's experience and staff morale. All the Nutrition and Breastfeeding staff received position specific training on the WOW system. The State Nutrition and Breastfeeding staff were onsite at each agency during NJWOW rollout.

2018 Participant Survey

NJ WIC Services implemented a statewide participant survey in all WIC clinics in November 2018 and data were collected through March 2019. The primary purposes of the survey were to:

1. categorize obstacles/ difficulties participants encounter in participating WIC
2. identify experiences of the participants using the food instruments.
3. assess factors contributing to child retention in the program

Approximately 6,700 participants completed the survey, which represented 5% of the total number of participants. Demographically, most respondents were white (29.2%) and Hispanic (43.8%) and had one individual in their household receiving benefits (42.1%). Most respondents stated they preferred to hear about topics about cooking nutritious meals for their child, themselves or the family. The results of the survey may be incorporated in training staff and vendor, enhancing participant-centered services and customer services at the various program delivery points.

MARWIC TIMES Newsletter

Since 1995, New Jersey WIC Services has produced the MARWIC Times newsletter for the United States Department of Agriculture (USDA) Mid-Atlantic Region. This quarterly newsletter captures regional USDA news and the news and activities of the nine WIC states in the Mid-Atlantic region: New Jersey, Pennsylvania, Delaware, Maryland, Virginia, West Virginia, the District of Columbia, Puerto Rico and the Virgin Islands. The newsletter is sent to all the WIC directors, nutritionists and breastfeeding coordinators nationally, all the USDA regional offices, and USDA headquarters. The MARWIC Times is supported by an annual grant to New Jersey WIC from the USDA Mid-Atlantic Regional Office. Current and past editions of the MARWIC TIMES are available electronically on the WIC Works website, at <https://wicworks.fns.usda.gov>.

Breastfeeding Peer Counseling Progress Report

Breastfeeding peer counselors provide mother-to mother breastfeeding support in WIC clinics, hospitals and make home visits and through phone calls and texting. Peer counselors attend and

participate in the New Jersey Breastfeeding Coalition meetings, offering real life perspectives to guide the formation of the NJSBSP.

As of March 2019, 47 peer counselors and six senior peer counselors are employed at New Jersey local agencies. They are supervised and mentored by International Board-Certified Lactation Consultants at each Local Agency and provide lactation care beyond the scope of peer counselors. Of note, two minority WIC breastfeeding peer counselors have become International Board-Certified Lactation Consultants (IBCLCs) and remain with WIC.

WIC Breastfeeding Peer Counseling Budget

State Agency Name	NEW JERSEY
Total FY2019 Budget (in FFY 2020 grants)	\$1,274,566.00
Staff Salaries (State and local)	
Staff Salaries (State and local coordinators, supervisors, lactation consultants, etc.) (salary, fringe, indirect)	\$195,000.00
Peer Counselor Salaries (salary, fringe, indirect)	\$1,042,530.00
Other _____	
Total Salaries	\$1,237,530.00
Program Expenses	
Mileage Reimbursement	\$2,800.00
Communication (cell phones, texting plans, pagers, long distance reimbursements, etc.)	\$7,300.00
Office Supplies	\$200.00
Program Forms (Contact logs, weekly time reports, referral forms)	
Equipment (laptop computer, etc.)	
Advertising	
Rent	
Other _____	
Total Program Expenses	\$10,300.00
Training Expenses	
Training Materials	
Conferences and Workshops	\$2,000.00
Other _____	
Total Training Expenses	\$2,000.00
Educational Materials	
Other _____	
Total Educational Materials	\$0.00
Other Expenses	
Indirect cost	\$19,000.00
Other: State audit fee	\$5,736.00
Total Other Expenses	\$24,736.00
TOTAL BFPC EXPENSES	\$1,274,566.00

Breastfeeding Peer Counseling Budget Narrative
New Jersey WIC Services
FY 2019 Funds
October 1, 2018 – September 30, 2020

1. Please provide the following:

- a) Number of peer counselors in the state: 53
- b) Number of local agencies designated by the State agency to receive funds to operate peer counseling programs: 16

2. Please provide a narrative description of each line item in the Breastfeeding Peer Counseling Budget which describes how the funds will be utilized.

Staff salaries: \$1,237,530

Staff salaries and fringe benefits for 51 breastfeeding peer counselors, 16 local agency breastfeeding coordinators, who are International Board-Certified Lactation Consultants, and 4 additional International Board-Certified Lactation Consultants.

a) Program Expenses: \$10,300

Mileage and tolls for peer counselors to travel between sites; cell phones and internet costs for peer counselors; and office supplies.

b) Training Expenses: \$2,000

Costs for peer counselors to travel to peer counseling training and seminars.

c) Educational Materials: \$0.00

d) Other Expenses: \$24,736

Indirect costs and audit fees.

3. Please describe any goals for the breastfeeding peer counselor program for FY19.

The statewide goal is to increase the percent of infants who are exclusively breastfed by providing breastfeeding services according to *Loving Support*® Through Peer Counseling.

4. Please share any breastfeeding peer counseling activities, best practices, accomplishments, or success stories for FY19.

- The number of support groups and hospital visits increased this year.
- Some peer counselors (PC) began asking pregnant women at their first meeting to put the PC's name and phone number in their phone contacts so they can recognize a PC's call.
- Results of a survey of WIC participants to assess their knowledge of breastfeeding were used to address their myths and barriers to breastfeeding.
- A WIC agency has a policy that allows peer counselors to bring their young infants to work. Participants respond to this practice and it stimulates a lot of positive discussion.

- A local agency uses a text messaging system where participants can post questions about breastfeeding. A majority of the pregnant and breastfeeding women at this agency signed up for the text services. The messages are linked to a cell phone and the peer counselor on duty provides individual support and information. Peer counselors take turns responding to the messages sent to this phone. This text messaging system facilitates support outside of standard work hours.
- An agency developed a referral form for hospital staff to use to refer breastfeeding moms to WIC to address breastfeeding concerns or obtain breast pumps.
- An agency's WIC Facebook page provides information on upcoming events and bi-monthly tips for nutrition and breastfeeding.
- An agency that follows the *Loving Support* contact frequencies reports that participants frequently tell them how valuable this support is to them in continuing to breastfeed and avoid supplementation.
- An agency identified websites that provide evidence-based, high quality videos and written breastfeeding information without commercial sponsors and sends relevant links to participants based on their situations.

Peer Counseling Services

Three Local agencies applied for the Loving Support Peer Counseling award.

- The Statewide Peer Counselor training was held twice in 2019 with staff attending from agencies all over New Jersey.
- There are Peer Counselors within all the 16 WIC local agencies.
- The 16 WIC local agencies are each staffed with an IBCLC.
- The Baby Behavior pamphlet, "What is My Baby Trying to Tell Me?" was completed and is used to reinforce previous Baby Behavior training. There is an evaluation component in conjunction with the SIDS Center to this initiative.

Breastfeeding Partnering and Collaboration

New Jersey WIC Services is collaborating with New Jersey Medicaid to provide accurate information to the WIC local agencies about how Medicaid recipients can obtain breast pumps through the Medicaid Managed Care Organizations. WIC provides breast pumps secondary to insurance.

WIC staff have been working closely with the New Jersey Breastfeeding Coalition (NJBC) to expand participation by women of color by inviting and encouraging WIC peer counselors and lactation consultants of color to attend NJBC meetings and become active in NJBC committees.

New Jersey WIC Services has been designated to take the lead in coordinating lactation rooms in all Department of Health facilities. The first lactation room was opened in the spring of 2018.

2.3 Nutrition Services Goals, Objectives and Activities

Goal

Improve participant-centered nutrition and breastfeeding services (education and referrals) to pregnant, postpartum, breastfeeding women, infants and children up to age five through Value Enhanced Nutrition Assessment (VENA) by providing targeted training to local agency counseling staff and improve collaboration with other health and social services programs.

Objectives

- To expand the nutrition and breastfeeding knowledge of local agency staff who provide education and counseling to WIC participants.
- To provide training and technical assistance on Motivational Interviewing and other participant-centered assessment tools.
- To include in the Statewide Nutrition and Breastfeeding Education plan additional online resources for local agency staff to improve their participant-centered skills.
- To foster collaboration with the newly expanded New Jersey State Oral Health Program.

Activities

- Survey local agency staff on topics on which they would like training to focus on improving their counseling skills.
- Offer full day in person training for counseling staff in each of three state regions, north, south and central. The focus will be on improving subject knowledge in an area of nutrition for Competent Professional Authorities (CPAs) and breastfeeding for Lactation Consultants and Peer Counselors.
- Develop at least one webinar on a subject that will assist local agency staff to provide improved service to WIC participants.
- Continue to represent NJ WIC as part of the New Jersey Oral Health Coalition.

Goal

Assist the individual who is at nutritional risk to achieve a positive behavior change resulting in improved nutritional status and prevention of nutrition-related problems through optimal use of supplemental and other nutritious foods. A primary focus will be to improve the redemption of the Cash Value Voucher (fruits and vegetables) and Farmers Market checks.

Objectives

- Offer a WIC food list that meets guidelines, provides variety, and meets the needs of the diverse population in New Jersey.
- Develop a user-friendly WIC Food list/WIC Folder that is colorful and provides key information for participants to use their WIC benefits.
- Help improve the redemption of farmers market checks by encouraging collaborations between farmers markets and local agencies.
- Provide support to local agencies for continued food demonstrations using fruit and vegetable recipes at local agencies, especially during the farmers market season.

Activities

- NJ WIC Food list committee will meet monthly to determine if new items should be added based on meeting guidelines and participant interest or request.
- State staff will add current and new WIC food list items to UPC data base.
- Quotes to develop the new WIC Food list/ID Folder will be solicited.
- Local staff will include plans to work with Farmers market and focus on fruits and vegetables in their Nutrition/Breastfeeding education plan.

Goal

Provide nutrition and breastfeeding education with consideration of the ethnic, cultural, and geographic preferences of the participants as well as their educational and environmental limitations.

Objectives

- To provide education materials in various languages to meet participant needs.
- To provide written materials that meet the literacy levels of the population WIC serves.
- To evaluate NJ WIConline.org usage with the new voice option and need for additional languages.

Activities

- Evaluate current or revised educational materials to make sure that reading level is 6th grade or lower.
- Continue to translate educational materials into various languages based on local agency needs assessments.
- Update NJWIConline.org as needed to continue to meet the needs of the population we serve

Goal

Continue to promote, support and protect exclusive breastfeeding for the first six months of life and continued breastfeeding with the addition of complimentary foods for one year or longer as long as mutually desired by mother and child.

Objectives

- Continue the Breastfeeding Peer Counseling Program (WIC Breastfeeding Support: Learn Together, Grow Together) offering mother-to-mother support.
- Increase lactation counselor contact with breastfeeding mothers through a texting application.

Activities

- Offer Peer Counseling Training for new staff.
- Host a Chief Nutritionist and Breastfeeding Manager's meeting to develop mentoring skills
- Implement texting program at 4 local agencies and evaluate the program.

Goal

Strengthen the infrastructure to continue normalizing breastfeeding in the State of New Jersey by collaborating with traditional and non-traditional partners.

Objectives

- Develop a comprehensive statewide breastfeeding strategic plan (NJSBSP)
- Create a stakeholder committee which includes the New Jersey Breastfeeding Coalition, State Departments and programs, Maternal and Child Health Consortia, and other non-traditional partners.
- In collaboration with SNAP-Ed, initiate a statewide breastfeeding marketing campaign.

Activities

- Support the NJBC to create the NJSBSP by hosting monthly steering committee meetings.
- Link potential partners for stake holder committees and focus groups.
- Provide guidance during the development of the strategic plan.

3.0 MANAGEMENT INFORMATION SYSTEMS

3.1 Management Information Systems

The WIC Management Information System (MIS) Unit is responsible for all data and technology functions of New Jersey WIC Services. MIS seeks to improve the participant experience for families through a continuous quality improvement approach. The unit is responsible for the managerial oversight of computers and computerized equipment used by the program, as well as, data and system security. MIS is responsible for the creation and monitoring of policy and procedures as they pertain to the areas under governance by the unit. Audits are performed by MIS staff to verify compliance with regulations and the established policies. Some of the more specific areas of the unit are listed below.

Application/system administration

The current benefit transfer system used by the State of NJ is called WIC on the Web, or WOW. The system is used for both participant certification and benefits delivery for the WIC program.

Operations and Maintenance Contractor

Currier, McCabe, and Associates (CMA) is the current NJ WIC Electronic Data Processing (EDP) system operations and maintenance contractor. CMA is responsible for the WOW application (development and production), the data collection, integrity, and data storage, and necessary functional requirements needed for the application to perform. CMA is a primary partner in the efforts by the MIS unit to carry out its mission. Pursuant to the contract, some of the services they provide are business analytics, telephone helpdesk, disaster recovery, and system processes consultation.

Testing and Defect management

A critical component of the MIS unit is the testing of the application used as the benefit transfer system. This is an area where the MIS team is constantly evolving, learning, and striving to be more efficient and effective.

Team Foundation Server (TFS)

Team Foundation Server is a software package from Microsoft that allows for the collection and cataloging of issues or defects discovered in the application during development, testing, and post deployment. This system is hosted by CMA who is the current operations and maintenance contractor for the WIC WOW system. Both State and contractor resources access this system to address the

problems facing the application. This system is also utilized to document enhancements and changes being requesting for the system that are not necessarily bugs or defects.

Field Support operations

All support operations that are conducted at each WIC agency location involving the WIC program's computerized benefit system are part of the MIS unit. The field support team ensures that the computer equipment, including all related peripherals and systems, at the WIC agencies are functioning.

Software/Hardware Deployments

In the IT world, the cycle of life includes new hardware and software. This cycle is an area requiring constant surveillance and balance by MIS. Operating systems, threat mitigation systems, productivity software, and the WIC benefits system itself, all have patches, updates, and new versions that require constant monitoring and deployment. Computers and the technology behind them are evolving quickly. MIS tracks these changes and then purchases and deploys equipment as needed.

Remedy system

The field support team utilizes a cloud-based tracking system, called Remedy, to organize and manage the service requests received by the WIC agencies and WIC program users. This system is supplied by the operations and maintenance contractor for the WIC Program, CMA. The Remedy system is also utilized by the telephone helpdesk service provided by CMA. This system is a critical piece of the field support service as it facilitates the effective and timely completion of the issues being experienced.

3.2 Management Information Systems Accomplishments

WIC on the Web (WoW) Statewide Implementation

New Jersey has completed the statewide implementation of the MIS system WOW. The pilot for the deployment of the WOW system was in the beginning of the 4th quarter of 2017 with the rollout completion of all WIC agencies concluding at the end of the 3rd quarter of 2018. The WOW system is a centralized online system accessed over the internet via a web browser. Signatures are now captured digitally, and a WIC participant's supporting documentation is now scanned and saved electronically. Those two new additions to the WIC process will help reduce the carbon footprint of the agency by promoting a reduction in paper use.

Check issuance

All checks currently being issued for WIC participants are processed and printed through the WOW system. Except for data research and historical analysis, the legacy benefit system is no longer in use to service the WIC eligible population. Additionally, check number length has been increased allowing for a reduction in manual check range recycling.

Data collection and reporting

A true centralized system, in full function, has the ability for data to be analyzed and reported more accurately and at a much faster rate than a decentralized legacy system. Data can almost be dissected in real-time. There is no required data transfer or conversion needed to bring siloed databases into one collective. This can reduce data errors and corruption which is a serious resource drain.

WIC Shopper

This online application, by James P. Magee & Associates (JPMA), for smartphones and tablets connects participants to a wealth of information regarding the NJ WIC Program. The application is currently partnered with 27 States and 11 other entities including Washington D.C. and Puerto Rico. The ability to provide participants with appointment reminders and contact information to the nearest WIC Clinic will not just assist the participant but also the WIC Agencies as a whole. The application can also provide eligible food lists and has the capability of integrating UPC data with a connection to EBT benefits. Food Recall alerts, Recipe ideas, and vendor information round out a growing application

WIC WoW Disaster Recovery Backup Site

New Jersey WIC has completed the creation of a stand-alone backup facility the Central Processing Site (CPS) in Sterling Forest, NY. Infrastructure in the CPS is allocated for the disaster recovery site and, in the case of an emergency, to get the system operational in a matter of hours. The system has been rigorously tested and is on standby. A thorough disaster recovery test was successfully performed between December 16-18, 2018 at the CMA office in Latham, NY with a representative from the State WIC MIS unit to observe the audit and test. The representative reviewed procedures inspected related equipment and gathered test results.

3.3 Management Information Systems Goals, Objectives and Activities

Goal

NJ WIC will lead the mandate to implement Electronic Benefits Transfer (EBT) in New Jersey. EBT, as the new standard, will dramatically alter the process of distributing benefits to clients. WIC EBT is an electronic system that replaces paper vouchers with a card for food benefit issuance and redemption at authorized WIC Vendors. Removing the need for paper checks will positively change the experience of our participants. Transition to an EBT system is our primary focus and represents a monumental step forward in modernization for the program.

Objectives

- Complete an EBT Implementation Advance Planning Document (IAPD) to address design, development, integration, and testing of the system along with an implementation budget.
- Assemble a project management team that will include a lead project manager and two EBT subject matter experts.
- Secure a Quality Assurance (QA) team to make recommendations in mitigating project risk by engaging in quality assurance system testing and reporting.
- Develop a set of deliverables for the MIS vendor, EBT Processor vendor, PM team, and QA team to ensure all work is complete and addresses the State Agency's needs.
- NJ EBT MIS system will integrate Universal Product Code (UPC) collection with EBT system deployment.

Activities

- Complete the EBT IAPD and submit it to USDA for approval and secure funding for EBT implementation.
- Upon budget approval apply technology funds to cover EBT implementation cost.
- Procure PM and QA services through State contract vehicles.
- Execute project governance plan to track EBT project vendor deliverables.
- Collect UPC data from various sources including the vendor community.
- Consolidate UPC codes with the neighboring states and other sources.
- Integrate UPC codes in the EBT system via interface connection between MIS and EBT system.

Goal

Post WIC on the Web (WoW) statewide implementation of all operational activities are expected to be met with the new system. This will render the legacy system, WIC - Automated Client Center Electronic Service System (ACCESS) is unnecessary. Goal is to decommission Legacy system (WIC - Access) by operations and maintenance contract expiration June 30, 2019.

Objectives

- Archive WIC - ACCESS data to support data retention policies and ad-hoc reporting.
- Complete AS400 DB2 data migration into Oracle format.
- Create remote access point for MIS staff to WIC- ACCESS converted Oracle data store.

Activities

- Retire the WIC -ACCESS production system.
- Migrate AS400 ACCESS data from a DB2 platform to an Oracle platform.
- Perform quality assurance (QA) data validation of the migrated data.
- Decommission the AS400 and related equipment.
- Provide access to the Oracle database for NJ WIC staff using Oracle client functionality.

Goal

Web security - OpenDNS implementation will provide a first line of defense against internet-based threats, protecting local agency users and WIC resources when they connect using computer devices funded by federal funds.

Objectives

- Provide real- time threat filter detection service.
- Provide a low-cost alternative in comparison to i.e., Websense solution.
- Extend protection beyond State of New Jersey Garden State Network (GSN).

Activities

- Finalize list of agencies that wish to use the service and are not currently under any form of a web filter.
- Negotiate configuration for each environment.
- Configure each agency based on their network environment.

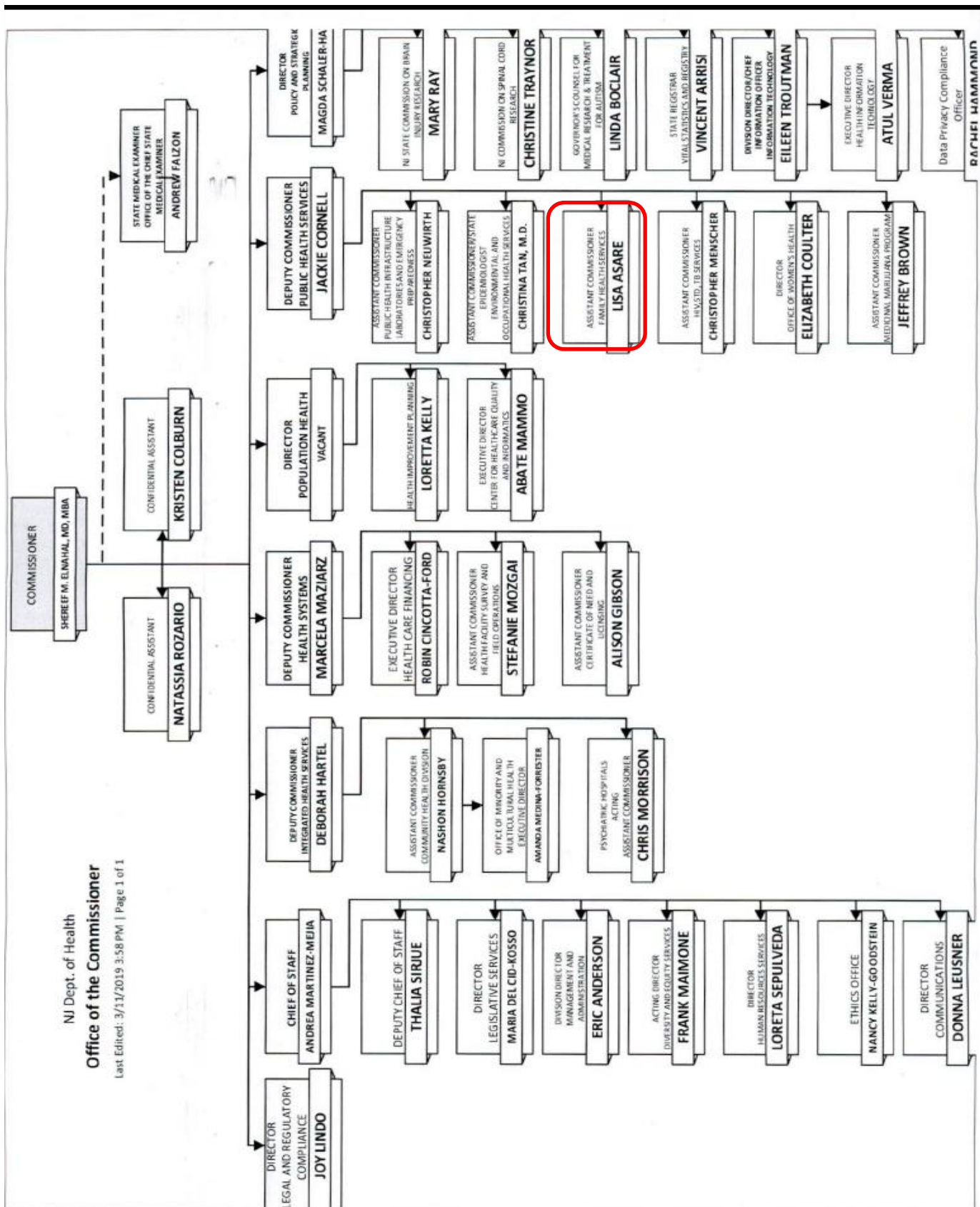
- Based on environment, each workstation must have their domain name server (DNS) server internet protocol (IP) address changed or if the network uses Dynamic Host Configuration Protocol (DHCP) then the DNS settings need to be changed on the internet gateway/router.

4.0 ORGANIZATION AND MANAGEMENT

4.1 Organization and Management

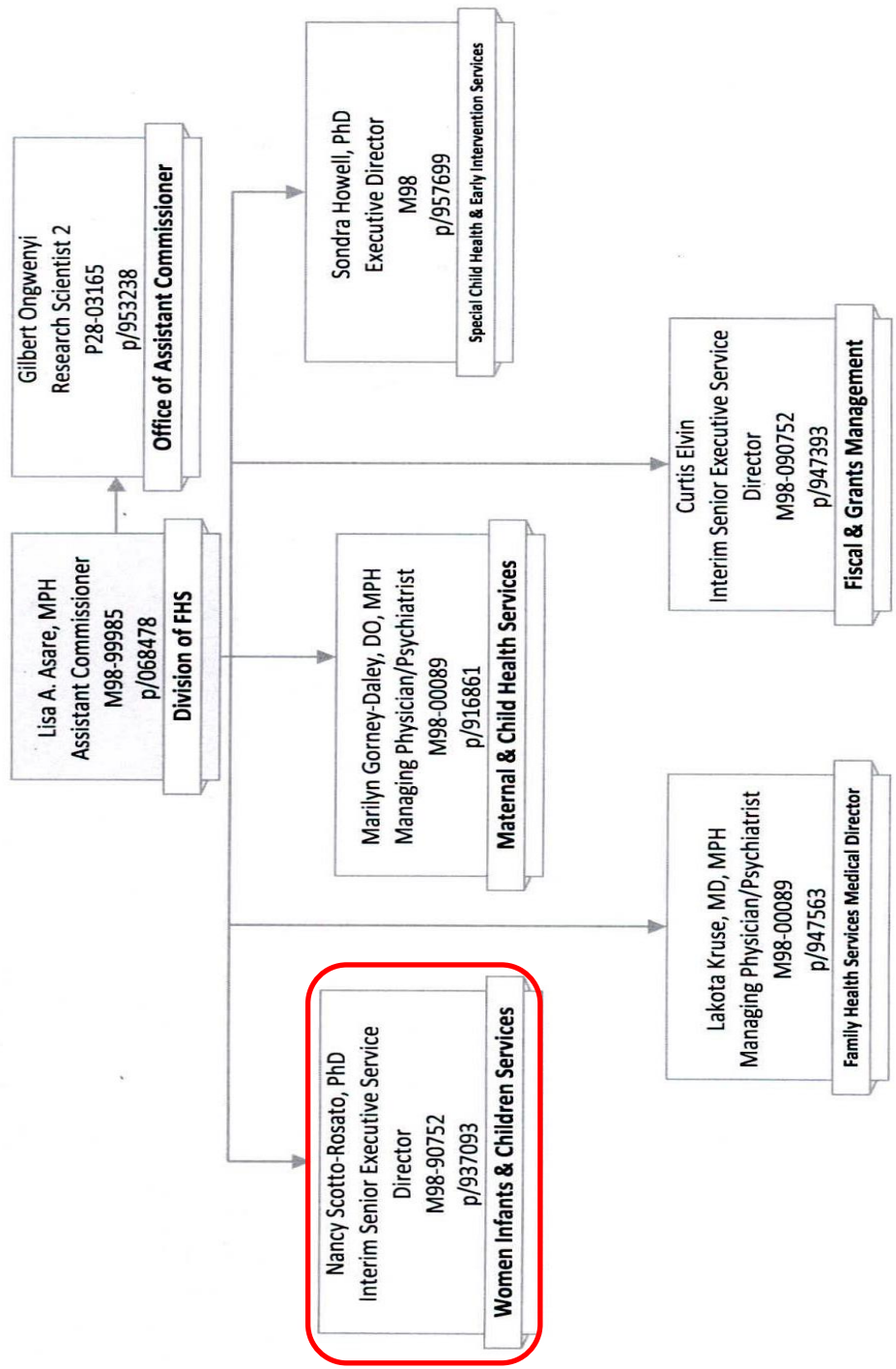
The Office of the Director is responsible for the State Plan, monitoring the budget, monitoring and reporting on annual Operational Adjustment, Infrastructure and Technology Funding; Civil Rights, USDA Management Evaluation reviews, fiscal reviews of WIC grantees, internal controls; efficiency and effectiveness of program operations; and responding to all inquiries, complaints or issues from participants, the public, legislators, interest groups, and state and federal agencies.

Organizational charts for WIC Services are contained in **Section 5.0** and show the functional organization of each of the Service unit program areas. WIC Services is located within the New Jersey State Department of Health, Division of Family Health Services (FHS). Lisa A. Asare, MPH is the Assistant Commissioner for the Division of Family Health Services, and Nancy Scotto-Rosato, PhD. is the Interim Director of WIC Services.



Division of Family Health Services Organizational Chart Last Modified FY 04/03/19

NJ Dept. of Health
FAMILY HEALTH SERVICES
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4.2 Organization and Management Accomplishments

The New Jersey State Nutrition Action Coalition (SNAC)

In FFY 2019, the Coalition met and agreed to conduct focus groups to gather additional information to help meet the goals. The SNAP-Ed program is the lead. The key goals are:

Increase access to healthy foods

- Increase SNAP, and WIC (Cash Value Voucher) redemption rates at Farmers Markets.
- Increase access to healthy food options including fresh fruits and vegetables at food banks and food pantries.
- Increase the number of children participating in the USDA Child Nutrition Programs.

Increase Collaboration between State Departments and Stakeholders

- Increase the number of NJ residents that engage in the daily recommended physical activity.

Increase Collaboration between State Departments and Stakeholders

- Increase coordination through consistent and intentional SNAC meetings.

Collaboration between NJ WIC and NJ SNAP Ed Programs

NJ WIC is collaborating with NJ SNAP-Ed on several initiatives including the development of a Statewide Breastfeeding Strategic Plan. Through SNAP-Ed funding, and NJ WIC expertise, a strategic plan will be developed for New Jersey that would set goals and objectives for the next 5 to 10 years that will focus on increasing breastfeeding rates throughout the state, addressing policies at the state, local, and community level, and dispelling myths and increasing supports among health care providers and social service providers.

NJ WIC is also collaborating with SNAP-Ed on developing outreach activities for the Farmers Market Nutrition Program. This partnership aims to increase redemption rates as well as the consumption of nutritious fruits and vegetables among WIC and SNAP participants. This collaboration is expected to be long-term as the SNAP-Ed Program now resides in the same Division as WIC.

Healthy Women, Healthy Families (HWHF) Initiative

The New Jersey Department of Health (NJDOH), Division of Family Health Services (FHS), Maternal and Child Health Services devoted \$4.7 million dollars towards reducing black infant mortality and maternal mortality. Eight community-based grantees were selected to implement innovative maternal

and child programs in twelve regions, covering the entire state of New Jersey. Six of the eight grantees are using a two-pronged approach in service delivery: 1) county level activities that will focus on providing high-risk families and/or women of childbearing age access to resource information and referrals to local community services that promote child and family wellness and 2) Black Infant Mortality (BIM) municipality level activities that will focus on Black NH women of child-bearing age by facilitating community linkages and supports, implementing specific BIM programs, and providing education and outreach to health providers, social service providers and other community level stakeholders. Through a system that includes outreach and referrals as well as Community Health Workers, these grantees are collaborating with a number of community partners including WIC. Local agencies have partnered with these grantees to provide supports for their participants that go beyond WIC's scope such as providing housing and employment supports, childcare and so forth. The goal of this partnership was to enhance services for WIC participants.

WIC Collaboration with Head Start and other Early Childhood Educators (ECE)

In 2018, a survey was conducted by an MCH intern assigned to the WIC Program to evaluate if the 75 staff of local WIC and Head Start Programs, and other ECE providers that attended a two-day Train the Trainer Session on Baby Behavior, had successfully trained other staff in their agencies. Survey results suggested that limited training was offered but was not sustained. Additional training was requested, and NJ WIC shared digital training opportunities by from the University of California – Davis.

NJ WIC facilitated a fact-finding discussion at the Annual Meeting of the NJ Head Start Association in May 2018. A mini- analysis of Strengths, Weaknesses, Opportunities, Threats and Trends (SWOTT analysis) was created.

Both NJ WIC and the NJ Head Start Association have expressed an interest in expanding collaboration in the future. Data sharing has been identified as an area for potential future collaboration.

4.3 Organization and Management Goals, Objectives, & Activities

Goal

Ensure that New Jersey WIC operates within all federal regulations and addresses all USDA requirements for an effective and efficient program.

Objectives

- Review, revise and update policies and procedures and share these updates with local WIC agencies.
- Provide administrative direction to program staff concerning interpretation of policies and procedures.
- Collaborate with other departments, agencies and organization as appropriate to increase program effectiveness and efficiency.
- Complete the annual State Plan of Operation by the scheduled deadlines.

Activities

- Work with USDA on addressing all requirements to ensure NJWIC is compliant with federal mandates.
- Seek guidance on policies and procedures from USDA when needed.
- Obtain appropriate Memorandum of Understanding / Letters of Agreements with Departments, agencies and all parties that NJWIC collaborates with including the 16 local WIC agencies in order to operate an effective and efficient program.

Goal

Maintain appropriate staffing levels and update the organizational chart regularly.

Objectives

- Fill at least half of all staff vacancies to maintain adequate staffing by the end of the federal fiscal year.
- Complete and coordinate the preparation of all personnel actions for New Jersey WIC Services;
- Provide ongoing training for State and local WIC agency staff at least annually.

Activities

- Perform payroll activities for **all** full-time employees and **temporary employees.**
- Conduct other administrative functions such as performance evaluations as deemed necessary to ensure the efficiency and effectiveness of program operations.

5.0 NUTRITION SERVICES AND ADMINISTRATION (STATE AGENCY) EXPENDITURES

5.1 Nutrition Services and Administration (State Agency)

Expenditures

The Monitoring and Evaluation Services Unit (M&E) manages the distribution and expenditures of NSA using a standardized grant process and monitors the expenditure of administrative funding by local grantees. The Nutrition Service Administrative funds, provided by the USDA, are efficiently and effectively managed to maximize and ensure the quality of WIC service delivery throughout the State of New Jersey.

The preliminary FFY 2020 funding will be based on the guaranteed FFY 2019 base. Using a funding methodology similar to that utilized by the USDA to determine the distribution of funding to States, FFY 2019 grantee base awards, with adjustments made for past performance, will be the basis for calculating the preliminary grant award to grantees for FFY 2020. Further adjustments to the funding awards may be necessary based on USDA funding guidance, projected State budget requirements and data available during the funding formula process.

The current funding formula incorporates quantitative measures such as caseload performance, the number of estimated eligible NJ residents in a service area, local agency clinic configuration, size of service area, etc.

WIC Nutrition Services Administration (State Agency) funds are stringently monitored before, during, and after grants are awarded and when funds are expended. Together with the Office of the Director (OD), the Management and Evaluation (M&E) Unit determines an initial State Agency grant amount for grantees consistent with WIC Federal regulations for the distribution of funds through the fiscal budget process. The Department of Health Financial Services mandates and enforces State and Federal requirements for contracting with local grantees through the Notice of Grant Availability, Spending Plan and the Health Service Grant (HSG) processes. USDA dictates specific WIC provisions.

The M&E Unit incorporates all requirements into the annual grant application training guide and will provide an information session to all existing grantees and interested applicants in May 2019. Staff reviews the grant applications for compliance with both program and fiscal requirements and prepares them for departmental review, approval and award. Staff monitors the grants through the expenditure

process and sends a report of expenditures to the USDA monthly. If additional funds become available during the fiscal year, the OD and the M&E Unit determines the distribution of funds to local grantees and notifies the agencies to prepare a budget amendment. Staff review and process grant amendments the same as initial grant applications.

5.2 Nutrition Services and Administration Expenditures

Accomplishments

The Monitoring and Evaluation Unit has developed a streamlined grant application process that included enhanced training, comprehensive user guides and improved collaboration with the other State WIC Units. This resulted in shortened review time and quicker application approval. The increased efficiency allows for effective financial management and control and better utilization of the federal funds.

All internal monitoring forms 10.00 A-G were updated to correspond with the NJWOW system and better assess participant-centered services.

5.3 Nutrition Services and Administration Expenditures Goals, Objectives and Activities

Goal

To ensure the most appropriate distribution of NSA funding to the grantees and the proper expenditure of these funds to maximize WIC service delivery to the residents of New Jersey.

Objectives

- Develop a funding formula methodology to distribute NSA funding to the local agencies that captures all necessary parameters and supports initiatives that promote increased participation and accommodation of the clients' needs.
- Train local agencies on the distinguishable differences in activities funded by USDA Breastfeeding target funds and the Breastfeeding Peer Counseling Funds and how to appropriately plan, expense and report these two separate funding sources

Activities

- Review current funding formula methodology
- Solicit feedback from WIC stakeholders on formula and suggested parameters

- Make revisions to funding formula that incorporates appropriate parameters
- Test new formula to ensure appropriateness
- Work with State Breastfeeding staff to develop training tool and PowerPoint.
- Incorporate this training in the May 2019 Health Service Grant Application training.
- Provide technical assistance to local agencies upon request.

6.0 FOOD FUNDS MANAGEMENT

6.1 Food Funds Management

The M&E Unit is responsible for tracking and reporting food dollar expenditures, food benefit costs per status and inflationary trends. The M&E Unit coordinates the Infant Formula Rebate contract procurement, administration and monthly billing to obtain rebate funds as part of the USDA Federal regulations requirement for infant formula rebate cost containment. Staff charts, monitors, and reports the infant formula rebate dollars to USDA monthly. The unit prepares an invoice and submits it to the infant formula contract vendor by the 15th of each month. The rebate dollars are deposited in the bank by the 15th business day of the following month and are used to offset food expenditures. The unit is responsible for preparing the scope of work and price schedule sheet for the infant formula rebate Request for Proposal (RFP) in accordance with State purchasing requirements and USDA Federal regulations.

Food Delivery Unit is responsible for overseeing the cost containment initiatives, other than the Infant Formula Rebate contract. In conjunction with the Nutrition and Breastfeeding Unit, they manage the food list offered to NJ WIC participants.

6.2 Food Funds Management Accomplishments

Infant Formula Rebate

In the fall of 2017, the M&E Unit, in conjunction with the Department of the Treasury, developed and issued a Request for Proposal (RFP) to solicit a vendor for a new three-year contract for infant formula rebate. As a result of this RFP, Mead Johnson & Company, LLC offered the lowest total monthly net whole sale price of infant formula and was awarded the contract. This contract covers the period of March 1, 2018 through February 28, 2021.

In FFY 2019, the Infant Formula Rebate Contract with Mead Johnson is projected to provide approximately \$33,838,000 that will offset one month of costs of WIC benefits to an estimated 433,099 WIC participants, which equals to approximately \$78.13 per participant/per month.

6.3 Food Funds Management Goals, Objectives and Activities

Goal

Continue to project and monitor food fund obligations to make maximum use of federal food award.

Objectives

- Maintain the food cost savings gained through the Sole Source Infant Formula Rebate contract.
- In collaboration with the Food Delivery and Vendor Unit, evaluate the content of all food packages for cost savings and adjust as possible. Using available data, perform budget analysis of potential food expenditure overages based on market fluctuations in food and transportation costs.
- Continue to examine possibilities for food cost containment for food items other than infant formula.
- Continue to examine possibilities for food cost containment for food items other than infant formula.
- Continue to analyze and monitor food costs through food package review, peer group pricing analysis, food inflationary trends and vendor monitoring.

Activities

- Convening Food list committee to evaluate current authorized food list.
- Solicit manufacturers who are interested in submitting food product information for consideration.
- Post announcement to food manufacturers on NJWIC Website.
- Evaluate potential new food items availability, cost and packaging before finalizing new food list.

7.0 CASLOAD MANAGEMENT

7.1 Caseload Management

The Monitoring and Evaluation Unit is responsible for caseload management. This function entails tracking, projecting and reporting WIC participation levels. The Unit uses a Caseload Management Projection System to manage caseload for each local agency as well as for the State.

7.2 Caseload Management Accomplishments

Development of a Revised Methodology to Determine an Estimate of the WIC Eligible Population in New Jersey

The prior methodology was developed in 1987 and had been continuously used with little to no modification. The old methodology did not account for recent federal regulation changes adopted by the USDA over the years, i.e. the methodology continued to utilize a 6-month eligibility period for all postpartum women despite the regulations increasing the duration of eligibility of breastfeeding women to one year. Additionally, the old methodology exclusively utilized the overall poverty rate rather than the poverty rate of families with children; which is significantly higher. This revised methodology, that incorporates these factors, allows for NJ to obtain a more accurate number of the New Jersey population that may be eligible for WIC benefits and assist in targeting underserved communities within NJ for outreach and recruitment activities.

Outreach Accomplishments

In 2019 NJ WIC expanded partner access to print materials to improve communication, collaboration and referrals through WIC partnerships.

“NJ WIC Helps You Grow Amazing Kids Campaign.” was expanded to include a total of 75 (38 English/37 Spanish) vertical vinyl banners, and are available on loan from all NJ local agencies for display in partners’ community locations. Usage will be evaluated between April 1 thru Sept 30, 2019. If successful, the project will innovatively engage community partners to help reach more potentially eligible participants in more places. The Vendor Unit distributed 2000 copies total (1000 each English and Spanish) Outreach posters during vendor trainings. *NJ WIC Helps You Grow Amazing Kids Posters* are now visible in public areas of WIC vendor locations to expand and normalize the WIC Program in the retail setting.

WIC expanded capacity to conduct multicultural multilingual outreach to reach underserved diverse communities. In collaboration with the DOH Office of Minority and Multicultural Health, NJ WIC

published a new simple language *All ABOUT NJ WIC* fact sheet. It is available in 13 languages in both print and digital format. The resource is available on the NJ DOH website, and some local agency websites.

Emerging Issue: In partnership with the Healthy Women Healthy Families initiative, WIC announced participants will receive free or reduced-price admission to participating cultural arts venues. The State Council of the Arts launched the Family First Discovery Pass Project with 82 cultural organizations. Opportunities for WIC Outreach at these locations is under consideration.

Steps were taken to sustain or improve the level of collaboration with NJAAP. Members were provided with WIC opportunities at professional meetings, hospital Grand Rounds, electronic newsletters, social media, and 130 copies of the *NJ WIC Toolkit for Pediatric Practices* were distributed. The State Agency prioritized marketing of WIC outreach materials to Pediatricians in the following ways including:

- Leadership of the nine Pediatric Residency Programs, and the Federally Qualified Health Centers, in rural and urban Communities.
- Marketing the option of online orders of WIC materials from the DOH website to providers.

7.3 Caseload Management Goals, Objectives, and Activities

Goal

Through effective caseload management, direct available resources to serve the highest priority participants and the maximum number of estimated eligible residents in the State of New Jersey.

Objective

- Manage caseload activity based on the state's food funding and local agency administrative constraints to effectively provide WIC services to as many eligible residents as possible while maximizing the utilization of available food funding.
- Develop an overall plan to maintain statewide caseload.
- Explore collaboration with other programs to increase shared use of data, to improve customer service and effective referrals, improve recruitment and retention.

Activities

- Closely monitor caseload performance by both local agency and state totals to establish seasonal trends and enhance projections.

- Provide quarterly caseload performance updates to the local agencies and offer guidance as needed.
- Track caseload variations by status to target outreach strategies specific to identified losses. \

Goal (Outreach)

Effective outreach management will guide local agencies to focus resources to reduce gaps in program participation.

Objectives

- Increase WIC outreach and program promotion through Social Media as a low-cost communication strategy at the state and local level.
- New Jersey WIC Services and local WIC agencies will continue to conduct/document and evaluate a traditional annual public awareness campaign
- Increase the multicultural multilingual outreach to reach underserved diverse communities.
- Increase the consistent use of the NJ WIC brand identity statewide.
- Increase evaluation of outreach strategies at the state and local level to increase or maintain caseload.

Activities

- The state and local agencies will work collaboratively to plan, implement and evaluate strategies to expand their use of social media at both the program and sponsor level.
- The reporting process for the Annual Outreach Plan and Updates will be updated to reflect current documentation needed for strategies to measure current objectives.
- Local agencies will conduct an annual public awareness campaign with a focused message on the availability of WIC Program benefits, eligibility criteria and the location of service providers.
- The state agency will lead the development of traditional outreach resources. Local agencies will focus their recruitment and retention efforts on health providers, social service providers and other community-based organizations that serve significant numbers of potentially WIC-eligible people.
- The campaign will feature materials that reflect the NJ WIC brand identity that is continues to be refined based on evaluation. The primary outreach brochure, “Check WIC Out” will be rebranded to consistently communicate the NJ WIC message.
- Convene meetings with SNAP to establish partnerships and agreements to facilitate cross-referrals and WIC Income Eligibility determinations.

8.0 CERTIFICATION, ELIGIBILITY AND COORDINATION OF SERVICES

8.1 Certification, Eligibility, and Coordination of Services

Certification/Eligibility Determination

Participation in the WIC program is limited to pregnant, postpartum and breastfeeding women, infants, and children up to the age of five years from low-income families that are determined to be at nutritional risk by a competent professional authority (CPA). Low-income is determined at 185% of the federal poverty level. Nutrition and Breastfeeding Services oversees the eligibility process (income screening, residency, identity, adjunctive eligibility, nutritional assessment, and risk determination).

Access to Health Care

The WIC Program serves as an adjunct to primary preventive health care during critical times of fetal development, and the growth and development of infants and children. This component of the WIC Program functions to prevent the occurrence of health problems and to improve the health status of these vulnerable populations.

Local WIC agencies refer participants to healthcare and, as appropriate, to substance abuse counseling and ensure access at no cost or at a reduced cost. During certification, information is given to participants regarding the type of healthcare services available, where free immunizations can be obtained, how to obtain services, and why these services should be accessed. Standardized New Jersey WIC referral forms are used by all local agencies to collect screening and healthcare referral data. Federally Qualified Health Centers and prenatal health clinics use the WIC referral form to facilitate the enrollment of eligible pregnant women in each program and reduce the duplication of services. Pregnant women, infants and children who are presumptively eligible for Medicaid are adjunctively eligible for WIC. The health and nutrition information provided by Federally Qualified Health Centers and prenatal clinic staff on the referral form facilitates the WIC certification process and this coordination will continue during FFY 2019.

New Jersey WIC Services and WIC local agencies in New Jersey work in cooperation with healthcare and social service providers, Supplemental Nutrition Assistance Program (SNAP), Medicaid, New Jersey FamilyCare, federally funded community health centers, county welfare agencies, Head Start, child health conferences in local health departments, private physicians, and managed care

providers. The co-location of WIC with other services increases the WIC eligible population's utilization of both services.

Nutrition and Breastfeeding Services Unit staff works collaboratively with local agencies to ensure a participant-focused delivery system through the promotion and expansion of one-stop service and co-location of services at conveniently located facilities. New Jersey WIC Services has 98 clinic sites of which 32 are co-located with other health and/or human services programs. Nutrition and Breastfeeding Services staff monitors and approves the opening and closing of WIC clinic sites.

Innovative initiatives to improve access, provide services, and increase efficiency have been integrated to improve both the health and nutritional status of the "at risk" WIC population. These initiatives and activities include the following:

- Co-location with preventive and primary healthcare.
- Provision of immunization education and referral to children's medical homes or health departments.
- Provision of breastfeeding promotion and support services through WIC mother-to-mother peer counselors and International Board-Certified Lactation Consultants (IBCLCs) at all local agencies.
- Coordination with the New Jersey Chapter of the American Academy of Pediatrics to increase immunization rates and address food insecurity.
- Hematological testing of WIC participants without referral data from healthcare providers.
- Coordination with Health Maintenance Organizations including Medicaid Managed Care Organizations.
- Co-location or referral linkages to Federally Qualified Health Centers.
- Initiatives to promote awareness of increased fruit and vegetable consumption.
- Collaboration with the New Jersey Department of Human Services/New Jersey Department of Children and Families (DCF) Division of Family and Community Partnerships.
- Collaboration between NJ WIC and NJ SNAP Ed Programs.
- Participation in the DOH Bi-Annual Rural Health Conference, Annual Culture of Health Conference and other significant events as opportunities arise.

Outreach and Coordination Network

New Jersey WIC Services and local WIC agencies will continue to conduct a traditional annual public awareness campaign. The key messages are the availability of WIC Program benefits, eligibility criteria and the location of service providers. The state agency will lead the development of the tools

that local WIC agencies can use as they implement traditional outreach. Local agencies will continue to focus their recruitment and retention efforts on health providers, social service providers and other community-based organizations that serve significant numbers of potentially WIC-eligible people. The campaign traditionally features the brochure “Check WIC Out.” and “NJ WIC Helps You Grow Amazing Kids Campaign”. More information is listed under Caseload Management.

Voter Registration

Voter registration services are provided at all WIC clinic sites in compliance with the National Voter Registration Act of 1993. WIC applicants and participants are asked via a voter registration opportunity form that is available at all clinics if they are eligible to vote and if they would like to register to vote, and assistance is available for completing these forms. New Jersey WIC Services coordinates with the Department of State, Division of Elections, in submitting the quarterly reports from all New Jersey WIC agencies obtaining voter registration forms and provides relevant information to local WIC agencies on voter registration. Voter registration coordinators at local agencies train local staff on voter registration procedures.

8.2 Certification, Eligibility, and Coordination of Services

Accomplishments

The New Jersey WIC website continues to be updated to be more user-friendly to provide relevant WIC program information to current and potential WIC participants. In 2019, New Jersey WIC created *All About New Jersey WIC* fact sheet written in thirteen languages, available for download from the WIC webpage on the DOH website.

8.3 Certification, Eligibility, and Coordination of Services Goals and Objectives

Goal

To provide WIC services to pregnant, postpartum and breastfeeding women, infants and children up to age five years that meet the income guidelines (185% of federal poverty level) or are adjunctively income-eligible by participating in Medicaid, SNAP and/or TANF. WIC Services include a nutrition assessment, completed by a competent professional authority (CPA) to determine nutritional need(s) and referrals to other health and social service programs.

Objectives

- To provide local agency staff with updated information regarding collaborations with other services and agencies at annual meetings or via webinars statewide.
- To update eligibility requirements in NJWOW and on the NJ WIC State Website as required (by July 1) and inform the local agency staff, potential and current participants.
- Ensure that all WIC participants are informed of their rights, responsibilities and rules while participating in the NJ WIC Program through onsite monitoring of local agencies.
- To refer participants, as appropriate, to other resources and community organizations.
- To coordinate with the State immunization program to share WIC participant data for WIC certification process. Local staff will participate in a required training to have access to data for screening and documentation.

Activities

- Provision of immunization education and referral to children's medical homes or health departments.
- Invite partners and programs to share with State and local agencies during regional, quarterly or annual meetings. At least three administrative meeting will include a representative from a program that has partnered or shared support of participants with WIC.
- Collaboration between NJ WIC and NJ SNAP Ed Programs to improve referrals.
- Coordinate with the New Jersey Chapter of the American Academy of Pediatrics to increase immunization rates and address food insecurity.
- Coordination with Health Maintenance Organizations/Medicaid to exchange program information to better meet the needs of WIC population (i.e., Updated fact sheets for WIC and breast pumps as well as having the HMO's provide quality breast pumps to their members who are also WIC participants).
- Update NJWOW and policies and procedures with most current nutrition risk and income guidelines. Train local agency staff on any changes implemented during mandatory statewide meetings.
- Evaluate the numbers and types of referrals provided to WIC participants to determine areas of improvement.

9.0 FOOD DELIVERY/FOOD INSTRUMENT (FI) ACCOUNTABILITY AND CONTROL

9.1 Food Delivery/Food Instrument (FI) Accountability and Control

Food Delivery Services Unit (FD) has the primary responsibility to ensure the accountability, payment and reconciliation of 100% of all WIC checks distributed, printed, issued, voided, redeemed or rejected. The 16 local agencies have 32 administrative (permanent) service sites and 66 satellite clinics throughout the state and in FFY 2018 provided direct WIC benefits to more than 241,565 New Jersey women, infants, and children.. Benefits are delivered through the issuance of checks for specific foods. Checks are cashed at vendors (retail grocery stores) under contract with WIC. In FFY 2018, WIC Services issued over 7,025,724 checks with a value of more than \$156.6 million. The FD Unit oversees the operations of all local WIC agencies and their service sites with emphasis on check reconciliation and payment.

9.2 Food Delivery/Food Instrument (FI) Accountability and Control Accomplishments

The Food Delivery Unit monitors half of local WIC agencies every two-years. The number of certifications and participant charts are determined by the local WIC agencies' caseloads. In addition, a "Timetable for State Agency Monitoring of Local Agency" guide is followed by the Food Delivery staff and onsite team for responding to and the completion of all correspondences and corrective action plans submitted by the local WIC agencies.

Banking Services Contract

The banking contract with Solutran has been extended through September 2020. This contract allows Solutran to operate as the bank for WIC. This includes payments to all WIC vendors; including retailers, farmers and the Community Action Program (CAP) of Lancaster.

9.3 Food Delivery/Food Instrument (FI) Accountability and Control Goals, Objectives, and Activities

Goal

The Food Delivery Unit will ensure compliance with USDA policies and procedures in accountability and as it relates to Electronic Benefit Transfer (EBT) system.

Objectives

- The State Agency will update all policies related to Food Delivery by incorporating WoW and EBT language where appropriate.
- The State Agency will conduct annual training and orientation of participants.

Activities

- Review and revise Food Delivery policies and procedures and will incorporate WOW (WIC on the Web) and Electronic Benefit Transfer system language where applicable, in preparation for the 2020 implementation
- The Food Delivery Unit will conduct a thorough training and orientation of participants, check issuance process, service delivery, customer service of participants in the WIC Program.

Goal

The State Agency (SA) shall account for the disposition of all Food Instruments (FIs) and Cash-Value Vouchers (CVVs) as either issued or voided and ad either redeemed or unredeemed.

Objectives

- The Food Delivery Unit staff will review the Food Instrument and Cash Value-Voucher Reconciliation Summary on a monthly basis by initially uploading the report from WOW.
- The Food Delivery Unit staff will review the report and print check images from the Solutran banking contract the assist with the review of the overall monthly report.

Activities

- The Food Instrument and Cash Value-Voucher Reconciliation Summary is a monthly report mandated by USDA, which needs to be reviewed and reconciled in WOW on a monthly basis.
- All “previously paid” food instruments must be investigated and resolved in WOW.
- All “Food Instruments Previously Paid” serial numbers on the report must be reconciled via using the Finance Module in WOW and the Solutran banking website.

- The monthly report must also be coded using the internal State Codes list created by the Food Delivery Unit.

Goal

State staff, local WIC agencies, and vendors will have the materials needed to effectively provide WIC services to participants and their families.

Objective

- The Food Delivery Unit staff oversees the ordering, printing and distribution of various program materials, including all check stock used for WIC participants, ID folders, plastic sleeves for the ID folders, participant Rights and Obligations forms, Household & Income Information forms, participant Fact Sheets, WIC Verified Stamps, vendor food lists, vendor store signs, vendor stamps and all forms related to the vendor application process.

Activities

- Upon the written (email) request from the local WIC agencies, the Food Delivery Unit will process the Supply Order Form (Certification Supplies for WIC Agencies) – Attachment 9.17A. The State Agency staff emails the printing contractor the Supply Order Form and the printing contractor processes the order forms by shipping the requested materials directly to the local WIC agencies.
- It is the responsibility of the local WIC agency staff to complete and maintain the Supply Order Log Sheet (Attachment 9.17B) for their local WIC agency.
- The printing contractor notifies the State Agency if an item is not available and/or is on back order; the State Agency notifies the local WIC agency if an item is not available and/or is on back order.
- Upon delivery of an order, the local WIC agency staff verifies that the order is correct; if not, the local WIC agency staff will contact the State Agency and the State Agency will notify the printing contractor of the discrepancy.
- State Agency staff tracks order requests (by local WIC agency, date and item) on a tracking form maintained at the State Agency.
- The printing contractor emails the State Agency tracking information to confirm the delivery of supply orders to the local WIC agencies.

Goal

The Food Delivery personnel oversees the Special Infant Formula purchase system, where at-risk infants receive physician-prescribed medical infant formula shipped either to their home or to the local

WIC agency. The State Agency has a vendor agreement with a formula warehouse in Lancaster, PA for the purchase and shipment of special formula. The goal is to ensure agencies/participants receive their special formula; and request specific formulas when needed.

Objective

- The Food Delivery personnel will oversee the Special Infant Formula purchase system.
- The Food Delivery personnel will request specific formulas on behalf of local agencies as requested.

Activities

- The local WIC agency is responsible for ordering special infant formula via the WOW (WIC on the Web) system.
- The Food Delivery unit will work with local agencies to ensure agencies/participants receive their special formula.

Goal

To monitor dual participation and enforce with sanctions if needed.

Objective

- Food Delivery personnel are responsible for overseeing the semi-annual exchange of participant information with the Commonwealth of Pennsylvania. Approximately, twice a year, data files are compared to discern whether any of New Jersey's WIC participants are dually enrolled in the Pennsylvania WIC Program.

Activities

- The Food Delivery Unit staff is responsible for reviewing the ad-hoc report of possible dual participants in both New Jersey and Pennsylvania.
- The report includes Participants and Authorized Representatives first/last names, certification dates, local WIC agency information and, if applicable, termination information.
- The report is created twice a year and is initially sent and reviewed by the New Jersey State WIC Program. Afterwards, the report is forwarded to the Pennsylvania State WIC Program for further investigation. Local WIC agency staff in both New Jersey and Pennsylvania are then contacted for additional certification/check issuance information before a final determination of dual participation is made.

Goal

To handle participant, local WIC agency, and vendor complaints.

Objective

- All complaints are investigated and resolved in a timely manner determined by the Food Delivery Unit Program Manager.

Activities

- Complaints are typically submitted on WIC Complaint Report (forms) – WIC-32.
- Complaint forms submitted to the State Agency are initially assigned a tracking number by Food Delivery Unit staff and then submitted to the Program Manager of the unit for review.
- The Program Manager then assigns the complaint (on a rotating basis) to a Food Delivery Unit staff for investigation and follow-up.
- After the Food Delivery Unit staff investigates the complaint, the complaint must be written up on a Complaint Follow-Up form and submitted to the Program Manager for review and either further investigation or to be closed. Internal operations, policy or changes to forms may occur after an investigation.

10.0 MONITORING AND AUDITS

10.1 Monitoring and Audits

One of the core functions of the NJ WIC Program is to ensure that the quality of care and services provided to participants meets or exceeds both Federal and State requirements. Additionally, it is critical that the local agencies utilize their grant awards in compliance with both Federal and State financial requirements, as well as, their approved budget. This is achieved through an effective and comprehensive monitoring system of the services provided by the WIC subgrantees and their financial management systems.

In FFY 2020 NJ WIC Services plans to evaluate the quality of participant care, evaluate compliance with federal guidelines and agency policies, including the grantee's financial management systems, and to assist in policy development and training needs.

10.2 Monitoring and Audits Accomplishments

Local Agency Monitoring and Evaluation

The State WIC Agency (State Agency) onsite team (Food Delivery, Nutrition Services, and MIS staff) conducts biannual monitoring and evaluations of 50% of 16 local WIC agencies per year. After the local agency review, the State Agency onsite team submits an onsite report that includes corrective action plans for the local agency to review and respond. The local agencies must submit a corrective action plan within six weeks of identification of non-compliance to the state office. The local agencies that are monitored in FFY 2019 are North Hudson, Passaic, Jersey City, Children's Home Society, Ocean County, St. Joseph's, North West Community Action Partnership (NORWESCAP) and Plainfield.

The local WIC agencies that will be monitored in FY 2020 are: East Orange, Newark, Rutgers, Burlington County, VNA, Gateway/Tri-County, Trinitas, Gloucester, and Plainfield, these agencies submitted their internal monitoring reports to the state office for review in 2019.

The Monitoring and Evaluation Unit also conducts biennial fiscal reviews of 50% of the 16 local agencies per year. This review entails collecting financial documents, comparing expenditure records to approved budgets, determining if federal and state policies and procedures are implemented and that

general accounting principles are followed. After the fiscal review is completed, the M&E Unit reviewer submits a report that includes observations, recommendations and deficiencies, if observed, for the local agency to review and respond. The local agency program and/or financial staff must submit a corrective action plan within eight weeks of receiving the fiscal review report.

10.3 Monitoring and Audits Goals, Objectives, and Activities

Goal

Evaluate the quality of care and services provided to participants through an effective and comprehensive monitoring system.

Objective

- Continue to maintain an ongoing management evaluation system to evaluate the quality of participant care, evaluate compliance with federal guidelines and agency policies, including the grantee's financial management systems, and to assist in policy development and training needs.

Activities

- Plan Biennial reviews for the fiscal year, visit eight local agencies and eight will submit their internal monitoring to the State office by established deadlines.
- Provide technical assistance and training to local agencies as needed to comply with corrective action plans.
- Maintain a summary of findings and observations and evaluate need for policy changes or training
- Develop more fillable onsite review forms to use with tablet.

11.0 CIVIL RIGHTS

11.1 Civil Rights

Statewide training is conducted annually at the state for local agency coordinators during an administrative meeting. A revised civil rights training PowerPoint is available on the New Jersey WIC SharePoint. Local agencies are monitored for compliance with this mandatory training during the onsite review process.

11.2 Civil Rights Accomplishments

An in-person Civil Rights training was held in 2018 for local agencies, and tThe 2019 civil rights training will be held on July 18, 2019.

11.3 Civil Rights Goals, Objectives, and Activities

Goal

To ensure that the New Jersey WIC program complies with the non-discrimination requirements of the USDA/FNS based on race, color, national origin, age, sex, and disability in providing services to program applicants and participants.

Objectives

- All state and local agency staff will be required to comply with the civil rights requirements to:
 - a. Eliminate barriers that prevent or stop any of the protected classes from receiving benefits.
 - b. Treat all program applicants/participants equally and fairly in eligibility determination, delivery of WIC services and assigning program benefits.
- All State Agency WIC material should include the appropriate Civil Rights statements in accordance to USDA regulations.

Activities

- Provide leadership by coordinating and scheduling a “train-the trainer” focused training on Federal Civil Rights laws and on WIC’s role in applying the civil rights laws and preventing discrimination in all program activities.

- Monitor the local WIC agencies through document/website reviews and onsite monitoring to ensure that all elements of public notification are met.
- Continuously review all State and local agency materials to ensure that the non-discrimination statement is incorporated.
- Provide ongoing guidance to local agency staff on the process of securely collecting and storing related to protected classes.

12.0 WIC Clinic Sites by Agency by Service Area

12.1 WIC Clinic Sites by Agency

For additional WIC local agency site information visit:

<https://www.nj.gov/health/fhs/wic/participants/find-wic/>

24 Hour Referral Line: (800) 328-3838

BURLINGTON COUNTY WIC PROGRAM (Site 03)

Raphael Meadow Health Center

15 Pioneer Boulevard, PO Box 6000

Mt. Holly, NJ 08060

(609) 702-7195

Coordinator: Tracy Little

Service Areas: All of BURLINGTON COUNTY

TRI-COUNTY WIC PROGRAM (Site 05)

(Gateway Community Action Partnership)

10 Washington Street **(Physical)**

110 Cohansey Street **(Mailing)**

Bridgeton, NJ 08302

(856) 451-5600

Coordinator: Dr. Jaya Makukha

Service Areas: All of CUMBERLAND, CAMDEN, and CAPE MAY, ATLANTIC COUNTIES and Long Beach Island in OCEAN COUNTY (Barnegat Light, Beach Haven, Harvey Cedars, Long Beach Township, Ship Bottom, Surf City)

EAST ORANGE HEALTH DEPT WIC PROGRAM (Site 06)

185 Central Avenue, Suites 505-507

East Orange, NJ 07018

(973) 395-8960

Coordinator: Ms. Chesney Blue

Service Areas: In ESSEX COUNTY: Newark, Irvington, Maplewood, Orange, South Orange, East Orange, Bloomfield, Belleville

GLOUCESTER COUNTY WIC PROGRAM (Site 07)

Dept. of Health & Senior Services

204 East Holly Avenue

Sewell, New Jersey 08080

(856) 218-4116

Coordinator: Ms. Kathleen Mahmoud

Service Areas: All of GLOUCESTER COUNTY

JERSEY CITY WIC PROGRAM (Site 09)

City Hall Annex

1 Jackson Square

Jersey City, NJ 07305

(201) 547-6840/547-4697/547-6842

Coordinator: Ms. Deborah Murray

Service Areas: In HUDSON COUNTY: Bayonne and Jersey City

VNA OF CENTRAL JERSEY, INC. WIC PROGRAM (Site 10)

888 Main Street

Belford, NJ 07718

(732) 471-9301

Coordinator: Ms. Robin McRoberts

Service Areas: All of MONMOUTH and MIDDLESEX COUNTIES and Franklin Township in SOMERSET COUNTY

NEWARK WIC PROGRAM (Site 11)

Dept. of Child and Family Well-Being

110 William Street

Newark, NJ 07102

(973) 733-7628

Coordinator: Ms. Patricia Cummings

Service Areas: In ESSEX COUNTY: Newark, Fairfield, Verona, West Caldwell, Essex Falls, Cedar Grove, Glen Ridge, North Caldwell, Caldwell, Montclair, Orange, South Orange, East Orange, West Orange, Bloomfield, Belleville, Nutley, Millburn, Livingston, Roseland

NORTH HUDSON CAC WIC PROGRAM (Site 12)

407 39th Street

Union City, NJ

(201) 866-4700

Coordinator: Ms. Karen Lazarowitz

Service Areas: In HUDSON COUNTY: Union City, West New York, North Bergen, Weehawkin, Kearny, Harrison, East Newark, Hoboken, Guttenberg, Secaucus

NORWESCAP WIC PROGRAM (Site 13)

350 Marshall Avenue

Phillipsburg, NJ 08865

(908) 454-1210

Coordinator: Ms. Nancy Quinn

Service Areas: All of HUNTERDON, SUSSEX and WARREN COUNTIES; SOMERSET COUNTY except for Franklin Township (See VNA-CJ WIC Program)

PLAINFIELD WIC PROGRAM (Site 14)

510 Watchung Avenue

Plainfield, NJ 07060

(908) 753-3397

Coordinator: Ms. Prema Achari

Service Areas: City of Plainfield

ST. JOSEPH'S WIC PROGRAM (Site 15)

185 6th Avenue

Paterson, NJ 07524

(973) 754-4575

Coordinator: Dorothy Monica

Service Areas: All of BERGEN and MORRIS COUNTIES; PASSAIC COUNTY except for the City of Passaic (See Passaic WIC Program)

THE CHILDREN'S HOME SOCIETY OF NJ's MERCER WIC PROGRAM (Site 17)

416 Bellevue Avenue

Trenton, NJ 08618

(609) 498-7755

Coordinator: Ms. Joan Martin

Service Areas: All of MERCER COUNTY

RUTGERSS NEW JERSEY MEDICAL SCHOOL WIC Program (Site 18)

Stanley Bergen Building (GA-06)

65 Bergen Street

Newark, NJ 07107

(973) 972-3416

Coordinator: Susan S. Stephenson-Martin, MS

Service Areas: ESSEX COUNTY: Newark and Irvington.

OCEAN COUNTY HEALTH DEPT WIC PROGRAM (Site 19)

PO Box 2191

175 Sunset Avenue

Toms River, NJ 08755

(732) 341-9700 ext. 7520

Coordinator: Meg-Ann McCarthy-Klein

Service Areas: All of OCEAN COUNTY, except Long Beach Island Barnegat Light, Harvey Cedars, Long Beach Township, Ship Bottom, Surf City (See Gateway WIC Program)

PASSAIC WIC PROGRAM (Site 20)

333 Passaic Street

Passaic, NJ 07055

(973) 365-5620

Coordinator: Ms. Dana Hordyszynski

Service Areas: City of Passaic

TRINITAS HOSPITAL WIC PROGRAM (Site 22)

40 Parker Road

Elizabeth, NJ 07208

(908) 994-5141

Coordinator: Ms. Anita Otokiti

Service Areas: All of UNION COUNTY except for Plainfield City (See Plainfield WIC Program)

13.0 NEW JERSEY WIC ADVISORY COUNCIL BY-LAWS

13.1 New Jersey WIC Council By-Laws

The By-Laws of the Council set forth the purpose, organization and responsibilities of its membership, which are identified in Section 7.0.

New Jersey WIC Advisory Council By-Laws

ADOPTED 1987

REVISED:

OCTOBER 1989

NOVEMBER 1992

AUGUST 1993

MAY 2000

SEPTEMBER 2010

JULY 2014 (FINAL DRAFT)

ARTICLE I – NAME

The name of this organization is the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Advisory Council, hereafter referred to as the New Jersey WIC Advisory Council.

ARTICLE II – PURPOSE

The purpose of the council is to bring together representatives from statewide organizations and constituencies which have an interest in the health status of mothers and children by performing the following functions:

- A. To contribute to the promotion of the New Jersey WIC Services.
- B. To provide support and make recommendations to New Jersey WIC Services for the operation of an effective program.
- C. To act as a clearing house for the exchange of ideas and information.
- D. To provide an articulate voice for consumers in areas affecting WIC, nutrition and health.

ARTICLE III – RESPONSIBILITIES

The responsibility of the Council is to collaborate with and advise the New Jersey Department of Health through the Director of WIC Services in the delivery of quality services to WIC clients. The areas include:

- A. Targeting Services
- B. Caseload Management
- C. Outreach
- D. Coordination of WIC with other Community Health Services
- E. Vendor Operations
- F. Nutrition Policy
- G. Program Planning
- H. Budgetary Management

New Jersey WIC Advisory Council By-Laws

SECTION 1 – Category of Membership

Members shall include but not limited to:

Voting Members

Maternal Health Provider
Pediatric Health Provider
Nutritionist
Nutrition Research Advocate
Vendor Representative
Participant Representative
WIC Forum (President/Designee)
Local Agency Representative
Health Officer
MCH Regional Consortia
WIC Advocates (3)
Food Policy Advocate
HMO Provider

Ex-Officio Members (Non-Voting)

Commissioner of Health (hereafter referred to as "*the Commissioner*")
or designee
Assistant Commissioner of Health & Senior Services
State WIC Director or Designee

SECTION 2 - Method of Appointment

Individuals may be recommended to serve as members of the Council by interested parties. The Nominating Committee shall be responsible for obtaining information on potential nominees as specified on the approved Biographical Information Form accompanied by a Resume or Curriculum Vitae. The Committee shall determine whether the nominee(s) shall be presented to the Council for a vote. If the potential nominee(s) receive(s) a majority vote of those members in attendance, the Chair shall recommend the nominee(s) to the Commissioner for appointment through his or her designee. All appointments shall be made by the Commissioner or a designee.

SECTION 3 – Terms of Memberships

Members shall be appointed by the Commissioner or a designee. Members may be reappointed for consecutive three (3) year terms by the Commissioner or designee. As per appointments by the Commissioner or designee, each member will submit their respective bios and CVs by July of the third year of each term. All membership terms shall be effective from October 1 to September 30 of the following year. The exception to this shall be the WIC Forum President. This position will be appointed annually to accommodate the current Forum President or designee.

New Jersey WIC Advisory Council By-Laws

Annually, the Recording Secretary will assess member information (during July and/or August) prepare and submit the updated listing with renewal dates and status along with bio and curriculum vitae by the September meeting. The Recording Secretary will forward this information to the State WIC Director who will forward it to the State Commissioner or designee for final approval.

SECTION 4 – Vacancies/Unexpired Terms

If a Council membership vacancy occurs due to death, removal or resignation, the Nominating Committee shall present a nominee to fill the unexpired term in accordance with Section 2, *Method of Appointment*. If the nominee receives majority vote of those members in attendance, the State WIC Director shall recommend the nominee to the Commissioner or designee.

SECTION 5 – Membership Categories

The Council may recommend to the Commissioner or designee the addition, deletion, or amendment of membership categories by a majority vote of those members in attendance.

SECTION 6 – Voting

Votes shall be cast only by an officially appointed member or a designated alternate of the member. The Chair must be informed of a designated alternate prior to the voting.

ARTICLE IV – OFFICERS

SECTION 1 – Number and Title

The officers of the Council shall consist of a Chair, Chair Elect, Immediate Past Chair, and Recording Secretary. The Chair, Chair Elect and Recording Secretary shall be elected by majority vote of the membership. The Chair Elect shall become the Chair following one term in office. The Chair shall become the Immediate Past Chair following his or her term.

SECTION 2 – Qualifications

All officers of the Council must be voting members of the Council and must have served as a member at least one year prior to election.

New Jersey WIC Advisory Council By-Laws

SECTION 3 – Duties

- A. The Chair shall preside at all meetings; serve as Chair of the Executive Committee, develop an agenda for meetings, appoint and disband ad-hoc committees as necessary. The Chair may call additional meetings of the full Council as necessary. The Chair or Chair Elect shall serve as the official representative of the Advisory Council.
- B. The Immediate Past Chair shall chair the Nominating and By-Laws Committees.
- C. The Recording Secretary shall take the minutes of all meetings. The minutes will be sent to the Chair no later than fifteen (15) business days after the meeting for review. Council shall approve minutes at the next meeting.

SECTION 4 – Terms of Office

- A. The Chair shall serve for two (2) years, the first year as Chair, and the second year as Immediate Past Chair.
- B. The Chair Elect shall serve for three (3) years, the first year as the Chair Elect, the second year as Chair, and the third year as Immediate Past Chair.
- C. The Recording Secretary shall serve for two (2) years. Re-election is permissible.

SECTION 5 – Vacancies

- A. In the event of a vacancy in the office of Chair, it shall be the duty of the Chair Elect to assume the Chair until the next election.
- B. In the event of a vacancy in the office of Chair Elect, the position shall remain vacant until the next election.
- C. In the event of concurrent vacancies in the offices of Chair and Chair Elect, the Immediate Past Chair shall appoint a Chair Elect until a special election is held.
- D. In the event of a vacancy in the office of Recording Secretary, the Chair may appoint a successor with the approval of the Executive Committee.

SECTION 6 – Nominations

The Nominating Committee shall present a slate of officers for consideration by the council at the July meeting. Nominations from the floor shall also be taken at the July meeting.

SECTION 7 – Elections

Council officer elections shall take place at the scheduled September meeting. The Nominating Committee shall tally votes and advise the Chair of the voting results. The newly elected officers will assume their positions on October 1st.

ARTICLE V - MEETINGS

SECTION 1 – Frequency of Meetings

The Council shall meet bi-monthly at the beginning of the WIC fiscal year and at the discretion of the Chair. An annual meeting schedule will be established in accordance with the WIC fiscal year.

SECTION 2 - Quorum

A quorum shall consist of a majority of the non-vacant voting members of the Council. All meetings shall require a quorum to vote. The Recording Secretary or designee shall be responsible for determining if a quorum is present.

SECTION 3 – Attendance/Termination

A member who cannot attend a meeting shall contact the Chair or the Recording Secretary or he/she may designate an alternate. A member or alternate must attend at least four (4) of the six (6) scheduled meetings annually to remain a voting member. Any voting member who fails to attend two (2) unexcused, consecutive meetings will have his/her membership recommended for termination. The Chair may make the determination that extenuating circumstances precluded such attendance or participation.

SECTION 4 – Meeting Notices

Notices of meetings, agenda items, and minutes of the previous meeting, will be mailed or e-mailed to all members by the WIC Advisory Council's Recording Secretary at least ten (10) working days prior to a meeting. All members shall be notified of any special meetings called by the Chair at least ten (10) working days prior to the meeting by the same procedure as above. The bi-monthly Council meetings will be held in a central New Jersey location or another location designated by the Chair.

ARTICLE VI - COMMITTEES

SECTION 1 – Standing Committees

A. Executive Committee

Shall be comprised of the current Chair, who will oversee and orchestrate the meetings, the Chair-elect, Recording Secretary, Local Agency Representative and one voting member.

New Jersey WIC Advisory Council By-Laws

B. Nominating Committee

The committee shall be appointed in July by the Chair and will consist of the Immediate Past Chair and two (2) voting members. The committee has two responsibilities:

- To present a slate of officers for election
- To present candidates for membership

C. Bylaws Committee

The committee shall consist of the Immediate Past Chair as *Chair* and two (2) voting member(s). The committee shall review the bylaws at least annually and present recommendations for revisions, if any, to the Council in September. Proposed revisions shall be mailed to all members with the agenda for the September meeting. A majority vote of the non-vacant voting members present at the September meeting shall be required to recommend any revisions to the by-laws. Recommendations for revisions shall be forwarded by the Chair to the Commissioner or designee through his/her designee. If no revisions are needed, this shall be noted in the minutes.

D. Ad Hoc Committees

May be created by the Chair for a specific time and task to carry out work of the Council that cannot be delegated to a standing committee.

14.0 PUBLIC HEARING TESTIMONIES

14.1 FFY 2020 Public Hearing Documents and Testimonies



State of New Jersey

DEPARTMENT OF HEALTH
DIVISION OF FAMILY HEALTH SERVICES

PO BOX 364
TRENTON, N.J. 08625-0364

www.nj.gov/health

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

SHEREEF M. ELNAHAL, MD, MBA
Acting Commissioner

FOR IMMEDIATE RELEASE

REQUEST FOR PUBLIC HEARING TESTIMONIALS MCH BLOCK GRANT AND WIC STATE PLAN Monday, June 17, 2019

Available for your review on the New Jersey Department of Health website (web link listed below) is an electronic draft of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) FFY 2020 State Strategic Plan (<http://nj.gov/health/fhs/wic/>). An electronic draft of the Maternal and Child Health Block Grant Application for Federal Fiscal Year (FFY) 2020 will be posted on this website (<http://nj.gov/health/fhs/maternalchild/>). Prior to each application being finalized, a public hearing will be held on Monday, June 17, 2019, from 9:30 a.m. to 1:00 p.m. at the New Jersey Health and Agriculture Building, First Floor Auditorium, 369 South Warren Street, Trenton, NJ 08611.

The hearing will focus on the Maternal and Child Health Block Grant, as required by the Omnibus Budget Reconciliation Act (OBRA) of 1989, PL 101-239, Section 501 (A) (1) F (iii) p24 and the FFY 2019 WIC State Plan. Interested parties may provide verbal or written testimonies at the public hearing. Verbal testimony shall not exceed 5 minutes in length and shall be accompanied by eight written copies of the testimony. Those interested in testifying should contact Ms. Josette Kamara at (609) 984-1384 by Monday, June 10, 2019 to arrange a place on the testimony agenda.

Individuals who are not able to attend the hearing are encouraged to submit written comments by Monday, June 10, 2019 to Ms. Josette Kamara, New Jersey Department of Health, Division of Family Health Services, Maternal & Child Health, P.O. Box 364, Trenton, NJ 08625-0364.

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If you would like additional information about the public hearing, or if you would like a hard copy of the Maternal and Child Health application, contact Ms. Josette Kamara at (609) 984-1384. Information about the WIC State Plan may be obtained from Ms. Carolyn Providence at (609) 292-9560.

NEW JERSEY WIC SERVICES & MATERNAL CHILD HEALTH BLOCK GRANT TITLE V

2020 STATE PLAN PUBLIC HEARING

WHEN

Monday, June 17, 2019
9:30 a.m. - 1:00 p.m.

WHERE

New Jersey Health and Agriculture
Building
First Floor Auditorium
369 South Warren Street
Trenton, NJ 08611

This institution is an equal opportunity provider.

COME AND JOIN US!

We need you to show your support for the New Jersey WIC Program & Maternal Child Health Block Grant Title V

WE NEED YOUR TESTIMONY!

What does WIC mean to you? How does/did WIC help you and your family? What do you like about WIC?

CONTACT!

For questions, about the hearing, contact Carolyn Providence at 609-292-9560 or Josette Kamara at 609-292-4043 or by email mchwic@doh.nj.gov



SERVICIOS WIC DE NUEVA JERSEY & SUBSIDIO DE SALUD INFANTIL MATERNAL TÍTULO V

PLAN ESTATAL DE 2020 AUDIENCIA PÚBLICA

CUANDO

Lunes, Junio 17, 2019
9:30 a.m. - 1:00 p.m.

DONDE

Edificio de Salud y Agricultura de
Nueva Jersey
Auditorio del Primer Piso
369 South Warren Street
Trenton, NJ 08611

Esta institución ofrece igualdad de oportunidades.

¡VEN Y ÚNETE A NOSOTROS!

Necesitamos su apoyo para el programa de WIC de Nueva Jersey y el Subsidio de Salud Infantil Maternal Título V

NECESITAMOS SU

TESTIMONIO!

¿Qué significa para usted WIC? ¿Cómo WIC ayuda o ayudado usted y su familia? ¿Qué te gusta de WIC?

PREGUNTAS!

Para preguntas sobre, la Audiencia, llamen a Carolyn Providence al 609-292-9560 o Josette Kamara al 609-292-4043 o mchwic@doh.nj.gov.

