

Thank you to our dedicated staff.



#WICSTRONG



COVID – 19 UPDATE

6-1-2020

Today's Agenda

- Welcome – Jacqueline Beard
- Opening Remarks – Paul Throne
- Announcements – Jacqueline Beard
- Program and Fiscal Monitoring – Shannon Perry and Jay Summers
- Questions and answers – Marian Polsak

Opening Remarks

"IT IS IN YOUR
HANDS TO CREATE
A BETTER WORLD
FOR ALL WHO LIVE
IN IT."

- Nelson Mandela

Announcements

- Don't miss out on upcoming [2020 NWA Virtual Conference Adapting to Change: Supporting the WIC Community](#) on June 23 – 25!
- Review program - see handout attached
- Polling questions

Monitoring Overview

Two types of monitoring to contract compliance

- Program Monitoring- focus on program activities to ensure contract and policy compliance
- Fiscal Monitoring- focus on fiscal activities and CFR compliance

Program Monitoring

- Timeline/Requirements
 - LA's are monitored every 2 fiscal years (at a minimum)
 - 20% of each LA's sites
- Overview of Monitoring
 - Chart reviews
 - LA documentation
 - Policies, training, etc.
 - Onsite visits
 - Staff observation, inventories, storage, etc.
 - Findings/Observations documented
 - Follow up on LA Corrective Action Plans (CAP)

Impacts due to Cascades and COVID

- Changes due to COVID
 - Due to Cascades rollout and COVID impacts monitoring reviews will be limited to the information available during the limited time period
 - Waivers requested for onsite monitoring portion of monitoring activities
 - Remote monitoring allowed
 - Chart review period adjusted
 - Cascades rollout date of agency being monitored to March 15th (Stay home/stay healthy)
 - Exceptions granted during Cascades rollout considered during chart reviews
 - ◆ E.g. Nutrition Education, RD, Mid-Cert Health Assessments
 - ◆ 90 days from LA go-live date
 - Information gathering has been ongoing
 - Documents requested via mail in advance
 - ◆ normally reviewed onsite, being reviewed in advance
 - Exit conferences will be completed remotely using Go2 meeting
 - Action plan process is not impacted

Monitoring Plans Going Forward

Agencies being monitor in 2020:



Benton- Franklin Health District
Chelan-Douglas Health District
Clallam County Health and Human Services
Columbia Valley Community Health
Confederated Tribes of Colville Reservation
Community Action Council of Lewis, Mason, and Thurston Counties
Community Action Counsel of Skagit County
Community Health of Central Washington
Family Health Centers
Grays Harbor County Public Health and Social Services Department
Jefferson County Public Health
Kitsap Community Resources
Klickitat County Public Health Department
Lewis County Public Health and Social Services Department
Lincoln County Health Department
Lower Elwha Klallam Tribe
Mattawa Community Medical Center
Multi-Care Health System



Nooksack Indian Tribe
NE Tri- County Health District
Pacific County Public Health and Human Services Department
Pregnancy Aid of Snohomish County
Puyallap Tribe Health Authority
Quinault Indian Nation
Sea-Mar Community Health Center
Seattle Indian Health Board
Skamania County Community Health Department
South Puget Intertribal Planning Agency
Spokane Regional Health District
Spokane Tribe of Indians
Swinomish Indian Tribe
Tulalip Tribe Health Clinic
United General Hospital
Wahkiakum County Health and Human Services
West Central Community Development Association
Yakima Valley Farmworkers Clinic

If your LA has not been notified about monitoring yet, you will be contacted later for a future (2021) monitor

Fiscal Monitoring

- Timeline/Requirements same as program
 - Fiscal monitoring begins with a risk assessment to determine the backup documentation that must be included with each A19
 - A19s are reviewed by program staff for accuracy and allowability
 - If you have not received a copy of the A19 matrix governing the backup that must be supplied, please email us at fiscalmonitoring@doh.wa.gov
 - The bulk of our job is providing technical assistance to both program staff and subrecipients to maintain compliance
 - We are in the process of updating the A19 matrix and will notify you as soon as it's available.

Fiscal Monitoring Site Visit

- Fiscal Monitoring Site Visit Overview
 - Pre-visit phone call/email describing the process and information needed for the visit, typically a month or more in advance
 - Entrance Interview, which reconfirms the scope of the review and how the site visit will be performed
 - Fiscal monitor staff interviews both fiscal and program staff
 - Testing of expenditures
 - Exit interview, where we discuss any issues found on site and actions going forward
 - Final follow up after visit, either with a final report or request for a Corrective Action Plan (CAP)

Impacts due to COVID for Fiscal Site Visit

- Due to COVID-Fiscal Monitoring Unit is conducting a pilot for desk reviews.
 - Qualifying subrecipients selected for a desk review based on criteria which must be met
 - We are in the process of utilizing existing secure file transfer (SFTP) to allow local agencies to submit required documentation electronically
 - Based on the current trend of counties opening up, we are operating with the expectation that we will be able to conduct site visits in person
 - Our monitoring schedules are based on a calendar year and we will be scheduling our monitors until December 31, 2020
 - Will be notifying all subrecipients who are required to have a site visit with instructions by June 30th

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Questions?

Contact us with your questions:

Policy Support phone: 1-800-841-1410, press 3, then press 1
or email at wicpolicysupport@doh.wa.gov

Your Local Program Consultant (LPC) or email at wiclpc@doh.wa.gov



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