

Oregon eWIC Workgroups – Summary Definitions

TWIST – Responsible for all modifications to TWIST. This group will identify the areas of TWIST that will need to be modified for eWIC, help plan any necessary JAD sessions with local agency staff, prioritize modifications as necessary, and make recommendations to leadership regarding major modifications. This group will develop and manage TWIST testing plans and work closely with the eWIC processor on the development of TWIST and eWIC system integration testing plans.

TWIST Testing subgroup– This group is composed of members of the TWIST workgroup, and will provide testing for changes to TWIST (UAT and Regression) as well as assist as necessary with TWIST and eWIC system integration testing.

Vendor – Responsible for all activity involving vendors. This includes communication with vendors, working with eWIC contractor on vendor issues, and changing state vendor operations that need to be upgraded for eWIC.

Compliance – This interdisciplinary group includes members of the state vendor management and data teams, as well as a nutritionist. It is responsible for all eWIC program integrity strategies and activities involving vendors, participants, and staff.

Policy – Responsible for ensuring that all Policy and Procedure Manual policies are identified and upgraded by pilot. Also responsible for making decisions/recommendations regarding other policy issues that arise during the project.

Marketing – Will create the official eWIC messaging. Will also communicate with community partners according to the larger communication plan, as determined by leadership.

Communications – Responsible for ensuring appropriate communication with local agencies. Will work closely with Training workgroup. Also responsible for communicating with state WIC staff, other state staff including decision-makers in the Office of Information Systems and the Center for Prevention & Health Promotion, and other parties as instructed by leadership.

Clinic Operations – Responsible for helping local agencies with assessing changes to clinic flow or operations with eWIC, and then assisting with tools for implementing those changes.

Local Agency Training – This group will be responsible for the design, development, and delivery of local agency training on eWIC-related changes, including policy, TWIST, food package assignment, and shopper education. This group will collaborate with the contracted eWIC processor and other workgroups to ensure consistent local implementation of program goals.

Shopper Education – The shopper education workgroup is tasked with developing learning objectives for participants around the WIC food package and use of the card, and is developing participant training materials and plans in conjunction with other workgroups such as clinic operations and vendor.

State Agency Logistics – Responsible for assistance with all logistical issues surrounding pilot and rollout. This would include setting up training facilities, travel arrangements, cars and other equipment and materials.

APL – This group will gather UPC and PLU codes for all WIC foods in Oregon and put it into a database for use as the APL. They will work out wording for the database as necessary. They will also work with vendor team in determining a plan for keeping the APL current on an on-going basis once pilot starts.

Pilot Selection – This group will work with leadership on choosing the pilot agency(ies), in getting all approvals (including from the Commission of Local Health Officials), communicating with the agency(ies) about roles and responsibilities, and any logistical issues that arise in conjunction with pilot.

Status Reports – This group will be responsible for collecting status updates from all workgroups each month, merging them into one status report, editing as necessary, facilitating review and distribution to appropriate parties, including all state WIC staff, local agency staff, and any additional stakeholders as determined. Decisions on report distribution will be made by TWIST managers or leadership. ****This workgroup has been dissolved. Status Reports will become a function of the Communications Workgroup.****

Finance – This group will deal with budget issues, including ramifications (if any) of eWIC on the rebate calculation. ****This workgroup has been rolled into State Agency Logistics.****

Emergency Preparedness – This group will make decisions and conduct planning activities on any emergency preparedness issues related to provision of foods once we are on eWIC. ****This workgroup has been rolled into State Agency Logistics.****

Evaluation – The purpose of this workgroup is to bring together representatives from each of the major eWIC workgroups to form a collaborative plan of evaluation. In conjunction with the workgroup's two research analysts, members will work to explore, define, and carry out evaluation projects specific to their stakeholder groups and then integrate findings into the larger eWIC project. Collectively, the group will focus on coordinating and prioritizing each group's evaluation efforts, with a goal of providing data detailed enough to inform actions for a particular group, while at the same time complementing the needs of the other stakeholder groups.

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