

# Meeting Minutes

**Subject: Retailer Advisory Teleconference**

**Date: February 1, 2018**

**Time: 10:00 AM**

The meeting was rescheduled from January 18<sup>th</sup> due to snow, and began at 10:00 AM. Organizations in attendance via telephone or in person were: Farm Fresh, Food Lion, Giant, Grants, Ingles, Harris Teeter, and the Virginia WIC Office (Dr. Mandeep Virk-Baker, Paula Garrett, Alex Acharya, Bob Altermatt, Al Astley, Freda Bolling, Ephraim Ewing, Amy Romero, Jennifer Trower & Brian Tun).

Mandeep Virk-Baker (Director, Division of Community Nutrition) provided the Division Update

1. She is excited to relocate from the West Coast with her family and joining the WIC Team.
2. The FFY 2018 budget is operating under a Continuing Resolution; however, the Virginia WIC Program is funded through March 31, 2018. Additional updates will be provided as that date approaches.

Paula Garrett (WIC Program Manager) provided an update of the WIC program:

1. WIC on Wheels (WOW): This program is fully staffed and is providing grocery store tours in Norfolk, Portsmouth, Newport News and Hampton. The program continues to work on equipping a van to become a mobile clinic. A visit is planned to discover how South Carolina's mobile clinics are outfitted and used.
2. New Food List: Two new food items will be allowed on the new 2018 Food List – Yogurt (as a separate Food Category) and whole wheat pasta (as a subcategory of Whole Grains). National Brands will be allowed for cereal, cheese, peanut butter, and juice. Training of the Local Agency personnel has already begun and will continue into March so that all WIC participants are aware of the changes when the Food List goes into effect on 4/1/2018.

Alex Acharya (WIC Vendor Compliance Manager) provided an update of the Vendor Compliance Team:

1. New Food List:
  - A. Four webinars that provide the details and impacts of the new 2018 Food List are scheduled for the following dates and times:
    - a. Tuesday, February 13, 2018 10:00 AM EST
    - b. Thursday, February 15, 2018 2:00 PM EST
    - c. Wednesday, February 21, 2018 10:00 AM EST
    - d. Thursday, February 22, 2018 2:00 PM EST

Retailers are urged to register for one of the sessions using the instructions sent via email. There will also be a recorded session available for our website for anyone who missed the webinars.

- B. The new 2018 Food List will be mailed directly to the individual WIC retail stores, and will include instructions for ordering additional copies. Please notify Alex directly if you have a different preference from distribution.
- C. There will be no changes to Minimum Stocking Requirements associated with the new Food List, so there will be no grace period for Minimum Stocking Requirement violations during the transition.

- D. The WIC Shelf Label Requirements will change for the new Food List. The UPCs for new items being added will be made available in mid-March so that Retailers can begin labelling the new items starting April 1, 2018. There will be a grace period during the month of April for shelf label violations; however all retailers are expected to display WIC Shelf Labels on all required items by May 1, 2018.
2. The Annual Compliance letter will be distributed via the February edition of the WIC Retailer Bulletin.

Benefits: New 2018 Food List

Concerns: Budget, new 2018 Food List

The meeting ended at 10:15 AM

Required Actions: All retailers should have at least one person register and attend one of the new Food List Webinars.

Next meeting: Thursday April 19, 2018 at 10:00 AM (alternate date April 26, 2018). Minutes of this meeting will be distributed with the "Save the Date" email for our next meeting.