



## Virginia WIC Retailer Advisory Meeting Minutes

**Date: April 20, 2023**

**Time: 2:00 PM**

**Location: webex**

State WIC Office Attendees: Paula Garrett, Megan Nason, Alex Acharya, Brian Tun, Jennifer Trower, Ephraim Ewing and Amy Romero.

Facilitator: Amy Romero

Recorder: Jennifer Trower

- The meeting began at 2:00pm
- **Paula Garrett** (Division Director) provided an update for the Division
  - Funding in 2 pods admin & food in block grant form (different from SNAP).
  - Over 120,000 participants a month.
  - Received more than 60 million – most in March & April. Next installment is July but can ask for more if needed. If money runs out – they wait list participants starting with 5 year olds, then 4 year olds.
  - Online shopping grant: WIC will work with the community health workers and hope to assist participants with transportation issues.
- **Megan Nason** (Program Manager) provided an update for the WIC Program
  - End of Public Health declaration on 5/11/23.
  - Vendor & Food waivers expire on 8/9/23
    - Eggs – organic eggs will come off of the approved product list.
    - Milk – no more substitutes of 2% without medical need.
    - 5/1/23 – End of Formula recall & Substitutions.
    - Non-Similac formulas expired in March.
    - ALL Participants with questions about formulas substitutions should be directed to contact local clinic or the WIC Help desk (number on the back of their card).
  - Food Lists – 2024 version food application is open.
  - No food categories in 2024 but changes may come in 2026 food list.
- **Alex Acharya** (Vendor Team Manager) provided an update for the vendor team
  - Food applications are due 5/31/23.
  - Retailer Bulletin was released on Tuesday, check your email for important date reminders.
  - Eggs – Large A, AA white still required for Minimum Stocking Requirements.
  - Monitoring visits: Onsite visits – unannounced to check WIC inventory-technical reviews will conducted until 8/9/23 with no sanctions.

- Reauthorization:
  - Live & Interactive training and new signed agreement required for every store.
  - 4/25 at 9:30am-10:30 & 4/26 at 1:30 -2:30 meetings for Corporate Certified Trainers to get training instructions.
  - Independent stores SWO will conduct interactive training on 6/21 & 6/28. More details will be sent.
  - Signed Retailer Agreement are due to SWO and a copy will be mailed back.
  
- The Date for the next meeting is July 20, 2023 at 2:00pm.

Train the Trainer information:

The Virginia WIC Program will be hosting a WIC Certified Retail Trainer workshop online in April 2023. The workshop is intended to train your company employee so that they may become a ***“Virginia WIC Certified Retail Trainer”***. Certified trainers are authorized to deploy and certify the 2023 contract authorization training, new store training and annual training. The workshop is a two part webinar sessions, each session will be three hours in length. The trainees must attend a Part 1 session and a Part 2 session to complete their certification.

The workshop is not required WIC store training or intended for individuals that are currently authorized WIC Certified Retail Trainer. Please contact me for a list of currently authorized Virginia WIC Certified Retail Trainers. Below is the workshop sessions schedule that individuals can register to attend:

<b>Workshop Schedule – April 2023</b>	
<b>Part 1 Session</b>	<b>Part 2 Session</b>
Tue. 18 <sup>th</sup> 9:00 AM	Wed. 19 <sup>th</sup> 9:00 AM
Tue. 18 <sup>th</sup> 1:00 PM	Wed. 19 <sup>th</sup> 1:00 PM

**Registration Form:** This email contains an **attached registration fill form**, each person you've selected to participate must complete the form, save and then email to:

[Ephraim.Ewing@vdh.virginia.gov](mailto:Ephraim.Ewing@vdh.virginia.gov)

**Registration Due by:** REGISTRATION DEADLINE IS MARCH 10, 2023

There is no registration fee; After submitting the registration form participants will receive a email containing the hyperlinks to access their sessions log-in webpage prior to the workshop start date.

**Attendance:** A maximum of five (5) trainees per corporation are allowed to attend the scheduled workshop. Exceptions may be granted by the Vendor Compliance Manager, however, any exception request must be submitted before March 10, 2023. If you or trainees have any questions about the workshop please contact me by telephone or email.

**Workshop Materials:** A workshop binder will be US Postal mailed to the participants physical mailing address (*home, store or office*) submitted in the registration form. An email is sent to participant when the binder is shipped.

If you or others have questions please contact me by email or telephone. You can contact me to request your companies current certified trainer list.

Regards,

Ephraim Ewing, Virginia WIC Program

Division of Community Nutrition, Virginia Department of Health

109 Governor Street, 8th Floor| Richmond, VA 23219-2448

Phone: 804.864.7813

WIC Retailer Resources: <http://www.vdh.virginia.gov/wic-retailers/resources/>