

Memo

To: Minnesota WIC Vendors

From: Rick Chiat
WIC Vendor Unit Supervisor

Date: July 30, 2007

Subject: September Group Training Sessions for Minnesota WIC Vendors

This memo is to notify you that the Minnesota WIC program will be conducting a series of group training sessions throughout the state in the month of September. **Attendance at one of these training sessions by at least one representative from each retail food store participating in the WIC Program is required** by the WIC Federal regulations and your current WIC agreement. The individual(s) attending the training session must convey the information presented at the training to all of your store cashiers.

A list of the training sites and dates is attached. As noted on this list, we will have a Spanish interpreter, Somali interpreter and Hmong interpreter available at designated sessions. Because of space limitations, we are requesting that no more than 3 individuals per store attend the meeting. **Please select a training site and time and call, fax or email us to reserve a space no later than August 21st.** We recommend that you contact us as soon as possible to ensure that you obtain your preferred location and time.

The training sessions will last approximately 2 ½ to 3 hours. The purpose of this training session is to provide you with important information regarding the Minnesota WIC Program vendor requirements, the forthcoming vendor reauthorization process, and some key changes that will be occurring in the WIC program in the near future. The session will also provide ample opportunity for you to ask questions and share information and we encourage you to do so. If there is a specific topic that you would like us to address at the training sessions, please let us know when you make your reservation. **If you have any questions about the training sessions, please call us at (651) 201-4415 or (651) 201-4417.**

To sign up for one of the sessions, please complete the attached training registration form and fax it to us at (651) 215-8951. You can also call us at (651) 201-3585 to reserve a space at one of the sessions or you can email us at: Linda.Dorsey@health.state.mn.us