



Memorandum

#19-095

TO: WIC Local Agency Directors

FROM: Amanda Hovis, Director
Nutrition Education / Clinic Services Unit
Texas WIC Program

DATE: December 2, 2019

SUBJECT: New WIC Directors' Orientation

The next WIC Directors' Orientation is scheduled for February 11th and February 12th, 2020. This orientation is intended for new or recently hired Local Agency WIC Directors, Assistant Directors, and Fiscal Officers/Accountants. Fiscal Officers and other staff interested in only attending the financial training specific to the WIC Program should plan to attend the last day of the orientation. WIC Directors, Assistant Directors, and other staff are strongly encouraged to attend the orientation in its entirety.

Please mark your calendar for the orientation dates and times as follows:
Tuesday, February 11th, 8:30am - 5:00 p.m.
Wednesday, February 12th, 8:30 a.m. - 5:30 p.m. (Financial/ Fiscal Session)

The orientation will take place in the Montgomery Room at 4616 West Howard Lane, Building 8, Suite 840 in Austin, TX 78728.

Please register online for WIC Directors' Orientation at the WIC website, <https://hhs.texas.gov/doing-business-hhs/provider-portals/wic-providers/wic-directors-orientation> or contact Doreen La Duca at Doreen.LaDuca@hhs.state.tx.us or (512) 341-4582.