



## Memorandum

#23-071

**TO:** WIC Regional Directors  
WIC Local Agency Directors

**FROM:** Amanda Hovis, Director  
Nutrition Education/Clinic Services Unit  
Nutrition Services Section

**DATE:** November 2, 2023

**SUBJECT: 2024 State Agency Holiday Schedule**

The table below shows the 2024 State Agency Holiday Schedule listing when the Information Response Management group (1-800-WIC-FORU Customer Relations Specialists and 1-877-341-4491 Policy Liaisons), Formula Approval Staff, and the Texas State Service Desk and will not be available. \*Asterisk represents the dates TSSD will operate with normal business hours.

| 2024 State Agency Holiday Schedule<br>IRM and Formula Approval Team |            |
|---|------------|
| <b>New Year’s Day</b> (Monday)                                      | 1/1/2024   |
| <b>Martin Luther King, Jr.</b> (Monday)                             | 1/15/2024  |
| <b>President’s Day</b> (Monday)                                     | 2/19/2024  |
| <b>Good Friday*</b> (Friday)  | 3/29/2024  |
| <b>Memorial Day</b> (Monday)  | 5/27/2024  |
| <b>Independence Day</b> (Thursday)                                  | 7/4/2024   |
| <b>Labor Day</b> (Monday)   | 9/2/2024   |
| <b>Veterans Day</b> (Monday)  | 11/11/2024 |
| <b>Thanksgiving Eve*</b> (Wednesday closed at 12)                   | 11/27/2024 |
| <b>Thanksgiving Day</b> (Thursday)                                  | 11/28/2024 |
| <b>Day after Thanksgiving</b> (Friday)                              | 11/29/2024 |
| <b>Christmas</b> (Tuesday through Thursday)                         | 12/24/2024 |
| <b>December 24, 2024 - December 26, 2024</b>                        | 12/26/2024 |
| <b>*TSSD will provide normal business hours</b>                     |            |
| <b>Good Friday</b> (Friday)   | 3/29/2024  |
| <b>Thanksgiving Eve</b> (Wednesday)                                 | 11/27/2024 |

If you have any questions or require additional information, please contact Olga Mikheeva, IRM Manager at [Olga.Mikheeva@hhs.texas.gov](mailto:Olga.Mikheeva@hhs.texas.gov), or Jimmy Turek, TSSD Manager, WIC IT Customer Service and Support at [jimmy.turek@hhs.texas.gov](mailto:jimmy.turek@hhs.texas.gov).