

eWIC Vendor Team Meeting Minutes
January 22, 2014 1:30pm
Freeway Medical Building, Room 906
Call-in Number: 1-877-336-1831 *Access Code: 8951404*
Freeway Medical Building-5800 W. 10th Street Little Rock, 72204

ATTENDEES: Mike Gunn, Karen Harrison - Gunn's Supermarket; Mike Scott - Total Retail Solutions; Jason Cooper, Nancy Campbell, Michelle Clark, Diane Stanton - Brookshire's; Polly Martin - Arkansas Grocers and Retail Merchants Association; Mark Pierce - Harp's; Jennifer Simpson, Carol Mounts - Kroger; Perry Young - Young's Thriftway; Emily - Supervalu; Norman Williams, Kenya Taber, Roxy Hall, Kelly Clark, Kim White, Tanya Williams, C. Combs, Donna #2744, Shandra #714, Kenny #388, Jim #141, Llyod #4231, Sondra - Wal-Mart; Yoichu Hall, Rachelle Davidson, Shirley Magwood, Karen Walker - Little Rock Air Force Base Commissary, Susan Handford, WIC Director; Teresa McManus, MIS Section Manager; Pamela Woodard George, Food Delivery Section Manager; Alison Whitten, MIS Project Coordinator; Teresa Guerrero, MIS Section Specialist; Leslie Foreman, MIS Coordinator; Doris Allen, Food Delivery Section, Albert Brown, Food Delivery Section

1. Bids for WIC EBT Lab

- We have received bids on the Point-of-Sale (POS) systems for the WIC EBT Lab. The systems are expected to be installed by the end of March, and the test lab should be open for use by the end of April.

2. Vendor Visits

- Based on the vendor equipment surveys, 25-30 vendors were identified to be less likely "EBT Ready" due to lack of electronic equipment. The MIS staff was able to visit with two of the stores in the Northeast Region. The purpose of these vendor visits is to assess their ability, readiness and desire to integrate eWIC into their POS system as well as provide general information and answer questions regarding eWIC.

3. PIC RFP

- The Project Implementation Contractor RFP has been advertised. If you would like to, you can view it at the Arkansas Department of Finance and Administration website, http://www.arkansas.gov/dfa/procurement/bids/bid_info.php?bid_number=DH-13-0001, or at WIC Technology Partners, <http://www.wictechnologypartners.com/solicitations/arkansas-wic-ebt-project-implementation-contractor>.
- Bids are due by March 7th.
- We anticipate that this contractor will be on board by late May/early summer.

4. Offline Module and Claims Processing RFP's

- The Claims Processor RFP has been completed. Pam is finishing up her final review, and then it will be sent to the Office of State Procurement (OSP) and then on to USDA/FNS.

- The Offline Module is in ADH's procurement office. We are waiting to hear back from them, but hopeful it will just need one final review from us and then on to OSP and FNS.
- The Offline Module and Claims Processor RFP's will be advertised concurrently.
- We anticipate the advertisement by late spring.

5. Phasing Dates

- Team members were provided with the tentative phasing dates for statewide rollout.
- The schedule is based on the number of clinics and vendors in each phasing area.
- The date indicates the "Go Live" date for that area. Training will be provided one week prior.
- Three to four weeks are anticipated between phases.
- The general consensus among team members was the desire for rollout to move more quickly.
- Alison assured that the tentative schedule is very conservative and that we do believe that once rollout begins, we may be able to move more quickly.
- Susan advised that the speed of rollout also depends on the number of clinic staff to handle it.
- Pilot is scheduled to begin June 2015 and last for three months. Immediately following the pilot, our office will submit a cost evaluation study to FNS which may take up to 60 days to review and approve. Once approved, we may begin statewide rollout.

6. AWG Food Show

- Teresa, Leslie, and Alison will be attending the Associated Wholesale Grocers (AWG) Food Show in Memphis on January 30th.

7. Announcements

- Teresa McManus announced that her last day with the agency will be February 7th. Teresa will be relocating to Louisiana for family reasons.
- Teresa advised that FNS has expressed reassurance of support in the interim.
- Susan Handford stated that Teresa has been the heart of the eWIC project and that we appreciate her efforts to bring us to where we are in the project today.
- Susan affirmed that Teresa has built and leaves behind an accomplished staff and that we will not lose our momentum.

8. Other

- Teresa M. advised that the Food Delivery Liaisons will be equipped with hand-held scanners and will be out in the stores collecting UPCs and prices for the Approved Product List (APL).
- Jason inquired whether self-certifications will be allowed. Teresa M. stated that the decision has not yet been made. Pam suggested that the decision may come from feedback during the pilot.
- Jason suggested separate conversations for technical and operational team members. Teresa G. agreed to speak with Bert Wells regarding setting up a possible technical workgroup.

9. Next Meeting: Conference Call on February 27, 2014 at 1:30pm