

# Maine eWIC Vendor Meeting Minutes

Conference Call: Toll-Free Dial-In Number: 877-455-0244  
Conference code: 207 287 5366

Date: Tuesday, April 14, 2020  
Meeting held the 2nd Tuesday of each month 10am ET (1hr) - except holidays

Time: 10am ET (1hr)

Attendees: Federal Partners, Contract Partners, ME WIC Vendors: Chain Stores & Independent

## Agenda items

- Ana started the meeting with a thank you to the grocery staff. I know these are challenging times, and you are on the front line. I just want to let you know how grateful I am for you.
- Ana completed a review of the Waiver Food Items policy - Waiver Food Items should be made when the prescribed benefit is unavailable for purchase until May 31, 2020
  1. Fluid Milk:
    - any available fat content
    - any combination up to amount list on check Quart, Half-Gallon, One Gallon
  2. 1 lb Cheese: when two-8oz. or one- 16 oz. packages are unavailable
    - Sizes 12 oz.
    - Types listed on booklet
  3. 16 oz Whole Grain
    - authorized whole grains in package sizes up to 24 ounces
  4. Eggs: when 12-count packages are unavailable
    - two 6 Ct., or one 18 Ct.
    - of any variety
      - Any Size
      - Brown, or White shell
      - Regular, Organic,
    - 16-18oz. Peanut Butter
    - 1 lbs. Dry Beans or four 15-16 oz. cans of beans
- Maine eWIC pilot and rollout continue to move forward.
- Grant Application Under Review - Determination Letters will go out by the end of the Month (Note: This is a reimbursement)
- Retailers To Do List by *Mid of May*:
  1. Talk to your VAR Point of Sale (POS) system or Electronic Cash Register system (ECR) provider

- Ask if they are eWIC certified
  - What states are they currently processing eWIC in?
  - **Start Preparing your system to accept eWIC**
    - How will you update your system with the APL?
    - How will you process eWIC on your system?
    - How will you map your PLUs?
2. Create a Maine eWIC training document for your system. Email: [WICVendor.DHHSMECDC@maine.gov](mailto:WICVendor.DHHSMECDC@maine.gov) copy by May 22nd. That includes:
- Your stores IT support contact Cell/email
  - Daily APL Update - verify products with WICShopper App select Maine
  - PLU Mapping
  - eWIC card transactions
    - How to do a balance inquiry?
    - How to do a void?
    - How will customer review transaction receipt/ monitor in order to accept?
3. Solutran will make the Production environment available approximately three to four weeks (week of May 11th or 18th ) prior to go live date (2nd week in June).

**Production environment**

- Mid May Production APL will be available for download
  - Production Test Card
4. If you have circumstances with your VAR where your store may not be ready - please let us know and give us a timeline **by May 22nd**. *We will continue to work with you.*
5. Prior to go live in each region, we will want to confirm vendor readiness by conducting Level Three (L3) certifications in the Production environment.
- Level 3 certification schedule
    1. Mid-May: Penobscot and Piscataquis
    2. Mid- June: Kennebec, Aroostook, Hancock, Somerset, and Washington
    3. Mid-July:- Cumberland, York, Androscoggin, Oxford, Knox, Waldo, Sagadahoc, Lincoln, Franklin , and New Hampshire stores
  - Vendor Agreement - I hope to have those out to you soon. We are looking at sending agreements electronically and asking for an electronic signature.
  - 2020 WIC Mandatory Interactive Counties are:  
**Cumberland, Kennebec, Somerset, York, and New Hampshire stores**
  - Where can retailers go for questions  
207-287-3991  
[WICVendor.DHHSMECDC@maine.gov](mailto:WICVendor.DHHSMECDC@maine.gov)
  - Next Meeting Tue. May 12<sup>th</sup> at 10am

## Action Items for Vendor

- **Solutran is sending e-mails** to all non-chain stores to verify register information. Please respond by Monday, March 16, 2020.
- **Vendors will need to complete by *Mid of May*:**
  - Check with your Electronic Cash Register system (ECR) or Point of Sale (POS) system provider and your Third-Party Processor (TTP). Ask if they are eWIC certified? What state are they active with eWIC?
  - Prepare your system to accept eWIC
  - Produce Mapping using International Federation of Produce Standards. We require full mapping to be done. Link to the IFPS website: [www.ifpsglobal.com/Identification/PLU-Codes](http://www.ifpsglobal.com/Identification/PLU-Codes) .
  - Create a Maine eWIC training document for your system. Stores to submit training documents, including how to process transaction, balance inquiry and void. This should contain contact information for IT support. Your register provider may be able to provide some of this information.
    - Email us at [WICVendor.DHHSMECDC@maine.gov](mailto:WICVendor.DHHSMECDC@maine.gov) to provide your text cell phone numbers for L3 status area

## FAQ's

A complete list of FAQ's will be distributed in the near future once all resources have responded. Please feel free to send in any additional questions to [WICVendor.DHHSMECDC@maine.gov](mailto:WICVendor.DHHSMECDC@maine.gov) .