

# Memorandum

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**To: All Authorized Utah WIC Vendors**

**From: JoDell Geilmann-Parke, Utah WIC Vendor Manager**

**Date: 2 June 2025**

**RE: WIC Annual Training Requirements – Memo 2025-02**

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Dear Utah WIC Vendor,

Summer is here and that means it is time for store employees to participate in annual WIC training! We have made it easier than ever to view the training materials online and complete a mandatory training quiz. **Every cashier and front-end manager at each of your store locations must complete the quiz prior to August 31, 2025.**

Please have each member of your team complete the following:

1. Watch the WIC Training [Video](#)
2. View the WIC Training [Presentation](#)
3. Complete the Annual WIC Training Quiz - [English](#) or [Spanish](#)

Any additional WIC resources you might need can be found [here](#) on the Utah WIC website. If you would like to have a WIC representative host an in-store training session for your team, please reach out to me as soon as possible.

Finally, now is a great time to update store contact information. If there have been changes to your store management or IT staff, please send me the current contact information for those who are now in these roles. Troubleshooting issues is much easier when I have the right contacts!

JoDell Geilmann-Parke - Utah WIC Vendor Manager

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