**Department of Children and Families Operations Memo 23-12**

Presented By: Melissa Dybas

Effective Date: Immediately

Subject: Date of Birth Verification for Wisconsin Shares

The following updated policy will be added to the WI Shares Handbook with the next update.

Date of Birth for each household member in the assistance group must only be verified if questionable, it is no longer a required verification.

**Operations Memo 23-11**

Presented By: Melissa Dybas

Effective Date: April 17, 2023

Subject: Policy Clarifications on Agency Actions for Pursuing FoodShare Intentional Program Violations

Effective immediately, we can’t use the Waiver of Administrative Disqualification Hearing form. Instead, proceed directly to doing an Administrative Disqualification hearing. Please read the entire Ops memo for the entire new policy.