

From: **Wright,Cynthia (HHSC/DSHS)** <Cynthia.Wright@hhs.texas.gov>  
Date: Wed, Feb 2, 2022 at 10:10 AM  
Subject: RE: Hidalgo County disposal request/Modular Building follow-up  
To: Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>  
Cc: mague gonzalez <mague.gonzalez@wic.co.hidalgo.tx.us>, Azael Munoz <azael.munoz@wic.co.hidalgo.tx.us>, Rodriguez,Elsa (HHSC/DSHS) <Elsa.Rodriguez2@hhs.texas.gov>

Good Morning-

I wanted to spend some time searching for the email approval I sent in January but just to be quicker I wanted to let you know that the WIC program approves the transfer to parent program but a property transfer form needs to be completed to document the transfer.

Please complete the top portion of the attached transfer form and send it back to me so I can sign.

Once the transfer takes place, you will need to complete the bottom portion of the form.

This completed/signed transfer form will be your agency's documentation for audit purposes. You will also need to update the date of transfer on your WIC approved property management inventory.

Thank you.

Cindy Wright

*\*\*I am currently teleworking but if you need to speak with me, please feel free to email me a phone number where you can be reached\*\**

*Cynthia Wright, RN, CTCM*

*WIC Contract Manager*

*Texas Health & Human Services Commission*

*Medical and Social Services Division*

*WIC Program Services, MC 1933*

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*Email: cynthia.wright@hhs.texas.gov*

**From:** Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>

**Sent:** Wednesday, February 2, 2022 8:33 AM

**To:** Rodriguez,Elsa (HHSC/DSHS) <Elsa.Rodriguez2@hhs.texas.gov>; Wright,Cynthia (HHSC/DSHS) <Cynthia.Wright@hhs.texas.gov>

**Cc:** mague gonzalez <mague.gonzalez@wic.co.hidalgo.tx.us>; Azael Munoz <azael.munoz@wic.co.hidalgo.tx.us>

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