

CY26 RECLASSIFICATION OF LONGEVITY AND FRINGES

1)

E#186864

Months	Worked	1.00
Months	Reclass	11.00
	Total Months	12.00
	Monthly Rate	130.00

Object Code	Description	PAID	Correct Amount			Reclass JE		
		FY25	Worked	Reclass	Total	Grant	General Fund	
113	WIC ADM-REG F/T EMPLOYEES	3,725.03	-	-	-	-	-	
115	WIC ADM-LONGEVITY PAY	1,560.00	130.00	1,430.00	1,560.00	(1,430.00)	1,430.00	
220	WIC ADM-FICA	410.44	0.077661	10.10	111.05	121.15	(111.05)	111.05
230	WIC ADM-RETIREMENT	771.61	0.145999	18.98	208.78	227.76	(208.78)	208.78
250	WIC ADM-UNEMPLOYMENT COMP	5.29	0.001001	0.13	1.43	1.56	(1.43)	1.43
		6,472.37	159.21	1,751.26	1,910.47	(1,751.26)	1,751.26	

2)

E#036269

HAS NOT BEEN RECLASSED YET; PENDING LIT

Months	Worked	3.00
Months	Reclass	9.00
	Total Months	12.00
	Monthly Rate	160.00

Object Code	Description	PAID	Correct Amount			Reclass JE		
		FY25	Worked	Reclass	Total	Grant	General Fund	
113	WIC ADM-REG F/T EMPLOYEES	5,783.86	-	-	-	-	-	
115	WIC ADM-LONGEVITY PAY	1,920.00	480.00	1,440.00	1,920.00	(1,440.00)	1,440.00	
220	WIC ADM-FICA	596.44	0.077421	37.17	111.48	148.65	(111.48)	111.48
230	WIC ADM-RETIREMENT	1,124.76	0.146000	70.08	210.24	280.32	(210.24)	210.24
250	WIC ADM-UNEMPLOYMENT COMP	7.70	0.000999	0.48	1.44	1.92	(1.44)	1.44
		9,432.76	587.73	1,763.16	2,350.89	(1,763.16)	1,763.16	

CY26	1	2	Reclass Amount
OBJ 115	1,430.00	1,440.00	2,870.00
OBJ 220	111.05	111.48	222.53
OBJ 230	208.78	210.24	419.02
OBJ 250	1.43	1.44	2.87
Total	1,751.26	1,763.16	3,514.42

COPY

HIDALGO COUNTY, TEXAS
TO: Accounting Department

Sub Journal

JE #

Prepared by: Roy Gonzalez	Reviewed by: <i>Maria A Munoz</i>	Approved by:	Tyler JE#
Date: 3/26/2026	Date: 03/27/2026	Date:	28290

ACCOUNT NUMBER	DESCRIPTION	DR	CR
1.)			
9999-00-000-0000-291100 ✓	DUE TO GENERAL FUND ✓	1,751.26 ✓	
1292-41-350-000-501150 ✓	WIC ADM-LONGEVITY PAY ✓		1,430.00 ✓
1292-41-350-000-502200 ✓	WIC ADM-FICA ✓		111.05 ✓
1292-41-350-000-502300 ✓	WIC ADM-RETIREMENT ✓		208.78 ✓
1292-41-350-000-502500 ✓	WIC ADM-UNEMPLOYMENT COMP ✓		1.43 ✓
1100-41-350-002-0000-501150 ✓	WIC INELIGIBLE COSTS-LONGEVITY PAY ✓	1,430.00 ✓	
1100-41-350-002-0000-502200 ✓	WIC INELIGIBLE COSTS-FICA ✓	111.05 ✓	
1100-41-350-002-0000-502300 ✓	WIC INELIGIBLE COSTS-RETIREMENT ✓	208.78 ✓	
1100-41-350-002-0000-502500 ✓	WIC INELIGIBLE COSTS-UNEMPLOY COMP ✓	1.43 ✓	
9999-00-000-0000-291292 ✓	DUE TO WIC PROGRAM GRANTS ✓		1,751.26 ✓
RCL 11M LNG/FRG E#186864 TO GF ✓			
		Total	3,502.52 ✓
			3,502.52 ✓

EXPLANATION:

1.) To reclassify 11 months of longevity from WIC to the General Fund for Employee #186864. Employee term day was 01/19/2026; longevity was paid as a lump sum in PP03. The prorated amount of unallowable longevity is 11 months. ✓

REVIEWED
By Maria A. Munoz at 1:43 pm, Mar 27, 2026

TYLER 02/2026

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Journal Proof Report

(1)



Journal Number: 28290 Year: 2026 Period: 2 ✓

Description: RCLPP03001 ✓

Reference 1: Reference 2: Reference 3:

Source	Account	Account Description	Line Description	OB	Debit	Credit
Formatted Project String						
GEN	1292-41-350-000-0000-501150- ✓ E-3500000100.GRANT .FRINGE .LONGEVITY	LONGEVITY PAY	RCL 11M LNG/FRG ✓ E#186864 TO GF			\$1430.00 ✓
GEN	1292-41-350-000-0000-502200- ✓ E-3500000100.GRANT .FRINGE .FICA	FICA CONTRIBUTION	RCL 11M LNG/FRG ✓ E#186864 TO GF			\$111.05 ✓
GEN	1292-41-350-000-0000-502300- ✓ E-3500000100.GRANT .FRINGE .RETIREMENT	RETIREMENT CONTRIBUTIONS	RCL 11M LNG/FRG ✓ E#186864 TO GF			\$208.78 ✓
GEN	1292-41-350-000-0000-502500- ✓ E-3500000100.GRANT .FRINGE .UNEMP COMP	UNEMPLOYMENT COMPENSATION	RCL 11M LNG/FRG ✓ E#186864 TO GF			\$1.43 ✓
GEN	1100-41-350-002-0000-501150- ✓	LONGEVITY PAY	RCL 11M LNG/FRG ✓ E#186864 TO GF		\$1430.00 ✓	
GEN	1100-41-350-002-0000-502200- ✓	FICA CONTRIBUTION	RCL 11M LNG/FRG ✓ E#186864 TO GF		\$111.05 ✓	
GEN	1100-41-350-002-0000-502300- ✓	RETIREMENT CONTRIBUTIONS	RCL 11M LNG/FRG ✓ E#186864 TO GF		\$208.78 ✓	
GEN	1100-41-350-002-0000-502500- ✓	UNEMPLOYMENT COMPENSATION	RCL 11M LNG/FRG ✓ E#186864 TO GF		\$1.43 ✓	
GEN	1100-00-000-000-0000-101000-	CASH-INCLUDING CASH EQUIVALENT	SYSTEM GENERATED DUE TO LINE			\$1751.26 ✓
GEN	9999-00-000-000-0000-291100-	DUE TO GENERAL FUND	SYSTEM GENERATED DUE FROM LINE		\$1751.26 ✓	
GEN	1292-00-000-000-0000-101000-	CASH-INCLUDING CASH EQUIVALENT	SYSTEM GENERATED DUE TO LINE		\$1751.26 ✓	
GEN	9999-00-000-000-0000-291292-	DUE TO WIC PROGRAM GRANTS	SYSTEM GENERATED DUE FROM LINE			\$1751.26 ✓
			Journal 2026/2/28290	Total	\$5253.78	\$5253.78

REVIEWED
By Maria A. Munoz at 10:47 am, Mar 27, 2026

Journal Proof Report



Journal Number: 28290 Year: 2026 Period: 2 ✓

Description: RCLPP03001

Reference 1: Reference 2: Reference 3:

System Generated Lines

Account Display	Account Description	Debit	Credit
1100-00-000-000-0000-332000- ✓	EXPEND&OTHER FINANCING USES	\$1751.26	
1292-00-000-000-0000-332000- ✓	EXPEND&OTHER FINANCING USES		\$1751.26
Total		\$1751.26 ✓	\$1751.26 ✓

REVIEWED

By Maria A. Munoz at 10:47 am, Mar 27, 2026

Journal Proof Report



Journal Number: 28290 Year: 2026 Period: 2 ✓

Description: RCLPP03001

Reference 1: Reference 2: Reference 3:

Fund Summary

Fund	Account Description	Debit	Credit
1100	GENERAL FUND		
	1100-00-000-000-0000-101000-		\$1751.26
	1100-00-000-000-0000-332000-	\$1751.26	
	Fund Total	1751.26	1751.26
1292	WIC PROGRAM GRANTS		
	1292-00-000-000-0000-101000-	\$1751.26	
	1292-00-000-000-0000-332000-		\$1751.26
	Fund Total	1751.26	1751.26
9999	POOLED CASH		
	9999-00-000-000-0000-291100-	\$1751.26	
	9999-00-000-000-0000-291292-		\$1751.26
	Fund Total	1751.26	1751.26

REVIEWED

By Maria A. Munoz at 10:47 am, Mar 27, 2026

COPY

HIDALGO COUNTY, TEXAS
TO: Accounting Department

HAS NOT BEEN RECLASSIFIED YET; PENDING LIT

SUBJECT: [Redacted] will not post on LINQ

JE # _____

Prepared by: Roy Gonzalez	Reviewed by: <i>Maria A Muñoz</i>	Approved by:	TYLER JE#
Date: 4/21/2026	Date: <i>04/23/2026</i>	Date:	44459

ACCOUNT NUMBER	DESCRIPTION	DR	CR
1.)			
6-1100-441-00-350-003-0-115 ✓	WIC INELIGIBLE COSTS-LONGEVITY PAY	1,440.00	
6-1100-441-00-350-003-0-220 ✓	WIC INELIGIBLE COSTS-FICA	111.48	
6-1100-441-00-350-003-0-230 ✓	WIC INELIGIBLE COSTS-RETIREMENT	210.24	
6-1100-441-00-350-003-0-250 ✓	WIC INELIGIBLE COSTS-UNEMPLOY COMP	1.44	
6-1100-208-01-000-292-0-000	DUE TO WIC PRG		1,763.16 ✓
6-1292-130-01-000-100-0-000 ✓	DUE FROM GENERAL FUND	1,763.16	
6-1292-441-00-350-001-6-115 ✓	WIC ADM-LONGEVITY PAY		1,440.00 ✓
6-1292-441-00-350-001-6-220 ✓	WIC ADM-FICA		111.48 ✓
6-1292-441-00-350-001-6-230 ✓	WIC ADM-RETIREMENT		210.24 ✓
6-1292-441-00-350-001-6-250 ✓	WIC ADM-UNEMPLOYMENT COMP		1.44 ✓
RCL 9M LNG/FRG E#036269 TO GF ✓			
Total		3,526.32 ✓	3,526.32 ✓

EXPLANATION:

1.) To reclassify 9 months of longevity from WIC to General Fund for Employee #036269. Employee term day was 03/31/2026; longevity was paid as a lump sum in PP08. The prorated amount of unallowable longevity is 9 months.

REVIEWED
By *Maria A. Munoz* at 12:02 pm, Apr 23, 2026

TYLER 04/2026

**HIDALGO COUNTY, TEXAS
PERSONNEL POLICY MANUAL**

Procedure:	LP.1
Page:	1 of 7
Date Authorized:	4/01/2025
Supersedes:	10/23/07

LONGEVITY PAY POLICY

1.0 – EFFECTIVE DATE

January 13, 2025

2.0 – LONGEVITY PAY

Hidalgo County has established Longevity Pay to recognize employees for their continued service and loyalty with the County. Longevity Pay is awarded once a year to all regular, full-time employees in the amount of \$120.00 per year, for each full year of continuous employment not to exceed 30 years as of December 31, 2024. County longevity pay shall apply to all County employees after five (5) years of permanent full-time service as outlined in section 2.4 of this policy, except for employees for which a statutory requirement for longevity pay purposes is in effect as described in section 3.0 and 4.0 of this policy.

2.1 - Regular Full-Time Employment

Regular full-time employment is defined as an employee who is hired by the County to fill a position budgeted and approved by the Governing Authority, which position requires such person to perform work on a regular, on-going schedule of forty (40) hours per seven (7) day work period or eighty (80) hours per fourteen (14) day work period.

Regular full-time employees (including department heads) are eligible for longevity pay for each full year of continuous employment as of December 31, 2007 after five (5) years of permanent full-time service.

2.2 - Part-Time Employment

Part time employment is defined as an employee hired by the County to fill a position budgeted and approved by the Governing Authority, which position requires such person to perform work on a regular, on-going schedule of less than forty (40) hours per seven (7) day work period or eighty (80) hours per fourteen (14) day work period. Part-time employees include regular part-time and temporary part-time employees.



Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>

Tue, Aug 19, 2025

To: "Rodriguez,Elsa (HHSC)" <Elsa.Rodriguez2@hhs.texas.gov>
Cc: "Gonzales,Melissa (HHSC)" <Melissa.Gonzales@hhs.texas.gov>, "Hernandez,Noemi (HHSC)" <Noemi.Hernandez2@hhs.texas.gov>, "Kobidze,Natalia (HHSC)" <Natalia.Kobidze1@hhs.texas.gov>
Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>, "esmeralda.medina" <esmeralda.medina@wic.co.hidalgo.tx.us>

Thank you for the clarification.

On Tue, Aug 19, 2025 at 11:20 AM Rodriguez,Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov> wrote:

Hi Minerva,

Sorry about the confusion. It was the first sample that yielded the \$960.

Elsa Rodriguez, Financial Analyst IV
PSU, WIC Program
HHSC

From: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>
Sent: Tuesday, August 19, 2025 11:02 AM
To: Rodriguez,Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov>
Cc: Gonzales,Melissa (HHSC) <Melissa.Gonzales@hhs.texas.gov>; Hernandez,Noemi (HHSC) <Noemi.Hernandez2@hhs.texas.gov>; Kobidze,Natalia (HHSC) <Natalia.Kobidze1@hhs.texas.gov>
Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; esmeralda.medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Good morning Elsa,

The second prorated amount I listed is for \$1,440; is this the correct method? I ask because the amount referenced in your response is \$960.

RE: LA012 Inquiry Regarding Longevity Pay for employees-PA Update External Inbox x

Rodriguez,Elsa (HHSC)
to me, Melissa, Clarissa, esmeralda.medina, Noemi, Natalia

Hi Minerva,

Hope all is well. Noemi will be out until August 25th so I will respond.

The prorated method to use is the second one you listed. This method accounts for the number of years as well as the % of time.

- o Is only \$960 eligible to be charged to the WIC program ((\$120 X 20yrs) X 40%)?

Take care and have a safe weekend,

Elsa Rodriguez, Financial Analyst IV
Program Services Unit, WIC Program
Texas Health and Human Services Commission
(469) 859-9005 Mobile Work Phone

From: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>
Sent: Friday, August 15, 2025 4:23 PM
To: Hernandez,Noemi (HHSC) <Noemi.Hernandez2@hhs.texas.gov>
Cc: Gonzales,Melissa (HHSC) <Melissa.Gonzales@hhs.texas.gov>; Rodriguez,Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov>; Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; esmeralda.medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Good afternoon Noemi,

Will you please further clarify what was meant by prorating longevity in the example below.

Examples for people who work partially for WIC program should be provided accordingly. For example, if a 30-year employee works for WIC 40% of the time and 60% for another program, his 30 years longevity - WIC will cover 40%, and another program 60%.

Are you asking we prorate longevity pay based on the years of service worked on the WIC program or by the current work activity?

- o Example: 30-year employee worked:
 - o 1st 2 years of employment was working for a non WIC Grant; employee's work activity was 100% on this program.
 - o Then worked 8 years for another program funded by the General Fund; employee's work activity was 100% on this program.
 - o Then transferred to the WIC department where the employee has been working for 20 years for the WIC program; the employee's current work activity is 40% on WIC program and 60% on a non WIC program.
- o Employee's longevity lump pay would be \$3,600; calculated at \$120 X 30 years of service.
 - o Is only \$960 eligible to be charged to the WIC program ((\$120 X 20yrs) X 40%)?
 - o Or is \$1,440 eligible to be charged to the WIC program (\$3,600 X 40%)?

On Fri, Aug 15, 2025 at 4:59 PM Rodriguez,Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov> wrote:

Hi Minerva,

Hope all is well. Noemi will be out until August 25th so I will respond.

The prorated method to use is the second one you listed. This method accounts for the number of years as well as the % of time.

- Is only \$960 eligible to be charged to the WIC program ((\$120 X 20yrs) X 40%)?

Take care and have a safe weekend,

Elsa Rodriguez, Financial Analyst IV

Program Services Unit, WIC Program
Texas Health and Human Services Commission

(469) 859-9005 Mobile Work Phone

From: Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>

Sent: Friday, August 15, 2025 4:23 PM

To: Hernandez,Noemi (HHSC) <Noemi.Hernandez2@hhs.texas.gov>

Cc: Gonzales,Melissa (HHSC) <Melissa.Gonzales@hhs.texas.gov>; Rodriguez,Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov>; Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.esmeralda.medina <esmeralda.medina@wic.co.hidalgo.tx.us>

Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Good afternoon Noemi,

Will you please further clarify what was meant by prorating longevity in the example below.

- Longevity for people who work partially for WIC program should be prorated accordingly. For example, if a 30-year employee works for WIC 40% of the time and 60% for another program, his 30 years longevity – WIC will cover 40%, and another program 60%.

Are you asking we prorate longevity pay based on the years of service worked on the WIC program or by the current work activity?

- Example: 30-year employee worked:
 - 1st **2 years** of employment was working for a non WIC Grant; employee's work activity was 100% on this program.
 - Then worked **8 years** for another program funded by the General Fund; employee's work activity was 100% on this program.
 - Then transferred to the WIC department where the employee has been working for **20 years** for the WIC program; the employee's current work activity is **40%** on WIC program and **60%** on another program.
- Employee's longevity lump pay would be \$3,600; calculated at \$120 X 30 years of service.
 - Is only \$960 eligible to be charged to the WIC program ((\$120 X 20yrs) X 40%)?
 - Or is \$1,440 eligible to be charged to the WIC program (\$3,600 X 40%).

On Thu, Aug 14, 2025 at 10:13 AM HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov> wrote:

Hi Esmeralda,

The lump sum payment needs to be separated by Federal FY. For example, if the longevity is for the period January'25 – December'25 and will be paid in December; the grant needs to be billed for months (January'25 thru September'25) on the September Supplemental invoice, and FFY26 grant for (Oct'25-Dec'25) on December invoice.

The longevity, like salaries, needs to be earned – it means if John Doe resigned 07/31/25 – the longevity amount should be calculated as 7/31/25; and if Jane Doe is res 8/15/25 – the longevity amount should be calculated according to LA policy for August, but cannot include September.

According to memo the resigning person will receive a lump sum payment with their final paycheck. Those payments could be included in monthly invoices as they are p

Longevity for people who work partially for WIC program should be prorated accordingly. For example, if a 30-year employee works for WIC 40% of the time and 60% for another program, his 30 years longevity – WIC will cover 40%, and another program 60%.

Please note starting 10/1/25, the end of the year closeout window for invoices is 60 days.

Thank you,

Noemi Hernandez, MBA, RD, LD, IBCLC, CTCM

WIC Grant Contracts Project Manager

Work Mobile: 512-517-6134

Noemi.Hernandez2@hhs.texas.gov



From: Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Sent: Wednesday, August 13, 2025 4:50 PM
To: HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov>
Cc: Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; Gonzales, Melissa (HHSC) <Melissa.Gonzales@hhs.texas.gov>; Minerva Diaz <minerva.diaz@auditor.co.hidalgo.tx.us>
Rodriguez, Elsa (HHSC) <Elsa.Rodriguez2@hhs.texas.gov>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Good afternoon,

I'm following up on a request for clarification regarding Longevity Pay.

What portion of Longevity Pay is eligible to be billed to the WIC Grant for FY25 for employees who separate prior to the scheduled lump payment in November/December.

- Do we prorate the expense only up to the employee's separation date or do we bill up to the FY25 grant period through September 2025.
 - Example: **John Doe resigned 07/31/2025** and **Jane Doe resigned 08/15/2025**.
 - Do we bill John Doe up to July or through September 2025?
 - Do we bill Jane Doe up to August or through September 2025?

At your earliest convenience please advise on how to proceed.

Respectfully,

Esmeralda Medina

Division Manager, Grants Accounting

Hidalgo County WIC

3105 W. University Dr.

Edinburg, TX 78539

(956) 381-4646 Ext:4043

Esmeralda.medina@wic.co.hidalgo.tx.us

On Thu, Aug 7, 2025 at 12:12 PM Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us> wrote:

Good afternoon,

At the beginning of the calendar year, we submitted a PA update regarding Longevity Pay for employees. As a reminder, Longevity pay will now be paid as a lump sum versus the previous method as per pay period. SA provided the following response, "Since the lump sum is an ongoing process, the LA will need to appropriately prorate the months to match the federal year."

We would like clarification on what portion of Longevity Pay is eligible to be billed to the WIC Grant for FY25 for employees who separate prior to the scheduled lump payment in November/December.

- Do we prorate the expense only up to the employee's separation date or do we bill up to the FY25 grant period through September 2025.
 - Example: **John Doe resigned 07/31/2025** and **Jane Doe resigned 08/15/2025**.
 - Do we bill John Doe up to July or through September 2025?
 - Do we bill Jane Doe up to August or through September 2025?

Attached for your reference is the PA approved Longevity Policy.

At your earliest convenience please advise on how to proceed.

Respectfully,

Esmeralda Medina

Division Manager, Grants Accounting

Hidalgo County WIC

3105 W. University Dr.

Edinburg, TX 78539

(956) 381-4646 Ext:4043

Esmeralda.medina@wic.co.hidalgo.tx.us

On Mon, Feb 10, 2025 at 11:38 AM HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov> wrote:

Hi Esmeralda,

Since the lump sum is an ongoing process, the LA will need to appropriately prorate the months to match the federal fiscal year.

Thanks,

Noemi Hernandez, MBA, RD, LD, IBCLC, CTCM

WIC Grant Contracts Project Manager

Work Mobile: 512-517-6134

Noemi.Hernandez2@hhs.texas.gov



From: Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Sent: Monday, February 10, 2025 9:47 AM
To: HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov>
Cc: Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; azael.munoz <azael.munoz@wic.co.hidalgo.tx.us>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Good morning,

The lump sum is the new process going forward.

Thank you,

Esmeralda Medina

Division Manager, Grants Accounting

Hidalgo County WIC

3105 W. University Dr.

Edinburg, TX 78539

(956) 381-4646 Ext:4043

Esmeralda.medina@wic.co.hidalgo.tx.us

On Mon, Feb 10, 2025 at 9:18 AM HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov> wrote:

Hi Esmeralda,

Is the lump sum process ongoing or is it just for 2025 due to the mid-year increase?

Thanks,

Noemi Hernandez, MBA, RD, LD, IBCLC, CTCM

WIC Grant Contracts Project Manager

Work Mobile: 512-517-6134

Noemi.Hernandez2@hhs.texas.gov



From: Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Sent: Thursday, February 6, 2025 3:57 PM
To: HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov>
Cc: Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; azael.munoz <azael.munoz@wic.co.hidalgo.tx.us>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

Thank you for the update.

Esmeralda Medina

Division Manager, Grants Accounting

Hidalgo County WIC

3105 W. University Dr.

Edinburg, TX 78539

(956) 381-4646 Ext:4043

Esmeralda.medina@wic.co.hidalgo.tx.us

On Thu, Feb 6, 2025 at 3:42 PM HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov> wrote:

Hi Esmeralda,

I'm pending an internal response. I hope to have something soon.

Thanks,

Noemi Hernandez, MBA, RD, LD, IBCLC, CTCM

WIC Grant Contracts Project Manager

Work mobile: 512-517-6134

Email:noemi.hernandez2@hhs.texas.gov



** WIC program is currently teleworking. If you need to talk with me please call my work mobile. You can also text with your name and phone number.

From: Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us>
Sent: Thursday, February 6, 2025 3:37 PM
To: HHSC WIC LA Contract Management <WIC_LA_ContractManagement@hhs.texas.gov>
Cc: Clarissa Ramirez <clarissa.ramirez@wic.co.hidalgo.tx.us>; azael.munoz <azael.munoz@wic.co.hidalgo.tx.us>
Subject: Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

WARNING: This email is from outside the HHS system. Do not click on links or attachments unless you expect them from the sender and know the content is safe.

Good afternoon,

I'd like to follow-up on this email regarding Hidalgo County's updated longevity pay policy. Could you please confirm if it will be allowable for longevity pay to be processed in the manner indicated in the previous email?

Respectfully,

Esmeralda Medina

Division Manager, Grants Accounting

Hidalgo County WIC

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On Fri, Jan 31, 2025 at 4:18 PM Esmeralda Medina <esmeralda.medina@wic.co.hidalgo.tx.us> wrote:

Good afternoon,

I am reaching out to clarify a recent update to our County Policy regarding longevity pay for employees. As of January 13, 2025, the policy has been revised to both include longevity pay and disburse it as a lump sum at the end of each calendar year (November/December). Alternatively, employees may receive their longevity pay as a lump point during the calendar year if they decide to leave County employment. (Please see attached memo for further details)

Since this grant operates on a fiscal year that ends on September 30th, there seems to be a potential issue with how longevity pay for the previous fiscal year will be handled. Specifically, the new grant's fiscal year starts on October 1st, meaning the grant will be paying for longevity earned in the previous fiscal year.

Could you please confirm if it is allowable for the longevity pay to be processed in this way?

Thank you for your time and guidance on this matter.

I look forward to your advice.

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Minerva Diaz

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8/19/25, 11:32 AM

COUNTY OF HIDALGO, TEXAS Mail - Re: LA012 Inquiry Regarding Longevity Pay for employees-PA Update

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