

**Commission on Community Action Agencies
Minutes
August 15, 2016 – 8:30 a.m.
IMPACT Community Action Partnership
3226 University Avenue – Des Moines, Iowa**

Commission Members Participating:

Mary Whisenand, Vice Chairperson John Murphy Marc Lindeen
Tom Quiner - Secretary Melissa Thompson – Arrived at 9:00

Commission Members Not Participating:

Anna Brown - Chairperson Anna Hilpipre Kelly Busch

DHR Staff Participating:

Bill Brand Gwen Howe Jerry McKim Greg Pieper Marcia Thompson
Lorie Easter

Others Participating:

Lana Shope – ICAA Anne Bacon – IMPACT Jen Hightop – IMPACT Rose Marie Scott - IMPACT

I. Call to Order

Vice Chairperson Ms. Whisenand called the meeting to order at approximately 8:40.

II. Introductions

Introductions were made, quorum was not available. Mr. Brand thanked Ms. Bacon and IMPACT for hosting the Commission meeting. He also welcomed John Murphy for his first Commission meeting. Mr. Murphy is the Dubuque County Recorder and will serve in one of the elected official positions on the Commission.

III. IMPACT Community Action Partnership Presentation/Tour

Ms. Bacon gave an overview of how IMPACT came into being, and why they do some of the things the way they do them. In October of 2014, the Des Moines City Council authorized discussions bringing together Red Rock Area Community Action Program and the City of Des Moines. In October of 2015, the City of Des Moines and Red Rock merged and became IMPACT Community Action Partnership. The agency serves Boone, Jasper, Marion, Polk, and Warren Counties. They looked at the origins of community action and asked how they could put that into practice today in the best possible way. Their vision was: “All people will understand and have access to the opportunity and tools necessary to become economically self-sufficient”. IMPACT believes they are here to serve and work with the people that come to them. The agency is driven by data and research. They use school data rather than census data because it is more current and are actual counts of human beings.

The number of people served has been increased; they have formed stronger relationships with the county, private businesses, collaborative partnerships, and weatherization. People living in the IMPACT service area are allowed to go to any of the IMPACT service offices. They are willing to try anything which might help the people they serve. A tour was conducted of the University office which includes a food pantry, and some vegetable plants. The Commission was very grateful for the presentation and tour.

IV. Approval of June 14, 2016 Commission Meeting Minutes

Quorum was established. Ms. Whisenand asked if there were any changes or additions needed to the meeting minutes of June 14, 2016. There were none. Mr. Lindeen moved that the minutes of the June 14, 2016, be approved. Mr. Quiner seconded the motion. All participating Commission Members voted aye. The Motion carried.

V. Approval of the Agenda

Ms. Whisenand stated that the agenda has already been modified by moving the presentation by IMPACT to the beginning of the meeting. Mr. Quiner moved that the agenda be approved as amended. Ms. Thompson seconded the motion. All participating Commission Members voted aye. The Motion carried.

VI. Administrator's Report – Mr. Bill Brand

Mr. Brand thanked everyone for attending the Commission meeting. He expressed appreciation for the hard work of combing the two separate agencies into IMPACT Community Action Partnership and congratulated them on their good results. He is looking forward to a bright future for the agency.

The Individual Development Accounts (IDA) program with the Iowa Credit Union Foundation ended on June 30, 2016. Since 2010, 114 homes, have been purchased, 102 educational accounts, 42 vehicle and 27 small business development accounts for a total of 285 IDA's were funded. The Legislature did not refund the program this year. It was a great program! DHR will have some conversations about what we might do to get some more support for the program and maybe make a request for the Governor to make some more funding for the IDA's. A final report will be coming from the Iowa Credit Union Foundation and he will share that with the Commission when it is available.

He also distributed copies of the information on the Office of Community Services (OCS) eligible entities satisfaction with the States Survey for the State of Iowa, Community Services Block Grant Program which was conducted last year. Iowa's Customer Satisfaction Index was 89 while the National index was 65. It looks like Iowa is doing an excellent job. Mr. Brand suggested to Ms. Wong the DHR Director that she shares this information with the Governor at their next review meeting. When the next CSBG state plan is submitted we will need to tell OCS what we will do to improve the results that we currently have.

This year marks the 40th anniversary of the Weatherization Program. There are national efforts underway to mark the anniversary in some way, things will happen at the federal level and at the state level. Observations will be conducted to bring the importance of the program and its' 40 year history. He is questioning doing a weatherization demonstration with the Commission. One was conducted a couple of years ago along with the utility people and the commission in Polk County. Maybe it would be beneficial if we did an actual weatherization demonstration and go out and see how the work is done in a home, what the program is about and its' benefits, invite the Governor, Lt., Governor, or some legislators in a joint effort with the Iowa Community Action Association. Perhaps we could get some publicity and make it a celebration of the program and educate the public. Perhaps it could be done in connection with the November meeting. He asked the Commission if they would be willing to switch the meeting date to accommodate such an effort. Mr. Brand will discuss it with Ms. Wong & the Governor's Office and establish some potential dates then touch base with the Commission members.

VII Bureau Chief's Reports

1. Weatherization Bureau - Gwen Howe

A report on activities was distributed to Commission members. Currently DOE has issued a draft of their new health and safety guidance. This is the first update since 2011. We do have some concerns about and are making comments on them which include client notification on different testing procedures. If we test vermiculite insulation it may contain asbestosis. If it does, we don't do anything in the attic. We don't attic seal because we don't want to expose our workers to the asbestosis. We tell the client that we are concerned about it so we will not be working in the attic. We don't give them anything in writing because then it becomes an exposure issue when they try to sell the house. We do not want to put a low income person in that scenario. DOE is proposing that you will tell the client and you will put it in writing and the client will sign off on it. We will be discussing that. We will be meeting to discuss these things and submit our comments to DOE on the draft health and safety plan prior to the end of August.

Paul Francisco, the indoor air quality expert from the University of Illinois, is the head of the ASHRAE Committee. We are doing a study on radon and the effects of weatherization in a house. The study was proposed about three years ago and we supposed to be simple. The government doesn't understand the word "SIMPLE". It has now blown up into this huge project. Iowa and Colorado are participating in the study. It now involves the EPA, and three other federal agencies. There will be 50 homes tested pre-weatherization, over the heating season, weatherize the homes and then test them again next winter. We are going to do some basic weatherization but additional measures that we don't normally do with weatherization in the lowest level of the home and see if that has an effect on the radon levels. Things like basement sealing, sealing the sump pit, etc. We will have two agencies participating. Radon testing is something we currently do not do. They do have funding for the mitigation available for these 50 homes only. Our part of the research project should be done within 2 years. A timeframe for the finalization of the project and printed information is unknown at this time. There were no questions.

2. **Community Services Bureau – Greg Pieper**

Mr. Pieper had prepared an information sheet and distributed it to Commission members prior to the meeting. He discussed the CSBG funding which is currently at \$7,702,858 and it looks to be similar next year. He talked about the 2017 CSBG Community Action Plan and application, CSBG-IS Report, the client needs assessment, CSBG fiscal monitoring, the CSBG program on-site reviews and organization standards on-site assessments, and the results oriented management and accountability (ROMA) performance measurement system. The new ROMA system will require more work on the part our office as well as the local agencies. Hopefully there will be changes made to these requirements that will mean a little less work. The new reports on the new NPI's will begin in fiscal year 2018. There were no questions.

3. **Family Development and Self-Sufficiency (FaDSS) Program – Lorie Easter**

The Department of Human Rights administers the program it is through TANF money that comes through the Iowa Department of Human Services. It is a home visitation model of delivering services to families on FIP. We contract with 12 community action agencies and 5 other providers. July 1st was the start of a new three year funding cycle. They have a new data system to collect all family information and annual report information. The new system is called IOWA FADSS and is a lot more dynamic.

The Iowa Family Development Alliance is planning has the FaDSS Day on the Hill scheduled for January 11, 2017 at the State Capitol and Commission members are always welcome to attend.

4. **Energy Assistance Bureau – Jerry McKim**

Jerry's phone number appears on all utility disconnect notices. Some of these people call Jerry, some don't. He shared a story about IMPACT Community Action Partnership. A single mother with a 4 year old and a 4 month old child called to speak with him. Her energy had been disconnected, she owed some money to the utility and she had broken a second repayment agreement and owed \$300. He called IMPACT, they moved mountains and her utilities were re-connected the next afternoon.

He feels that more than likely there will be Continuing Resolutions and LIHEAP will receive approximately the same amount of money that they received this year. He has \$3.5 million out in pre-purchase of deliverable fuels. Some LP dealers were not interested in locking in prices this year because of the low propane process. He doesn't anticipate there will be a big spike in propane prices this winter.

He has \$2 million available for the program start up in September/October which is more than adequate to get the program started.

Copies of the 2017 State LIHEAP plan was sent to the Commission members when it was distributed. A public hearing was held. No one appeared. No one sent letters. There were prior meetings held with the LIHEAP coordinators to go over the plan prior to its creation. The only change to the 2017 plan from the 2016 plan is that one additional point was added for families that are at 0-75% of the federal poverty level; currently these families get 7 points – now they will get 8. If a commission member wants more information on the LIHEAP program, there is a LIHEAP procedures manual that explains more about the program and is available upon request. There were no questions.

Mr. Lindeen moved that the 2017 LIHEAP State Plan be approved as submitted. Mr. Quiner seconded the motion. All Commission Members present voted aye. The motion carried.

VIII. **ICAA Activities Report – Lana Shope**

Ms. Shope invited everyone to attend a meeting with Congressional Delegation. Senator Grassley and Congressman Young will be meeting on August 26th from 3:15 to 4:15 at the FFA Enrichment Center at DMACC at 1055 SW Prairie Trail Parkway in Ankeny. Topics likely will include CSBG, WAP, LIHEAP, Community Action Agencies and more. Please let her know by 8/22 if you plan on attending.

Staff is reviewing the community action stories and getting them ready for dissemination to tell the community action story. 199 people attended the ICAA Conference in June. ICAA staff is working on training and technical assistance and three counties are assisting limited income families' access up to \$5,000 of assistance to overcome the natural disasters in those counties.

IX. Election of Officers – Nomination Committee

The Nominations Committee recommends the following slate of candidates: Mary Whisenand as Chairperson, Marc Lindeen as Vice Chairperson, and Melissa Thompson as Secretary. Ms. Whisenand accepted the Committees Recommendations. Mr. John Murphy moved that we accept the Committees Recommendations. Mr. Quiner seconded the motion. All Commission members present voted aye. The motion carried.

X. Other Items

Mr. Brand recognized Marcia Thompson for her work with the Division and the Commission. Ms. Thompson thanked the Division and the Commission for being a pleasure to work with and for.

XI. Next Meeting – Date and Time to be disseminated.

XII. Adjournment

Ms. Melissa Thompson moved that the meeting adjourn. Mr. Quiner seconded the motion. The meeting adjourned at 11:40.

Respectfully submitted,

Marcia Thompson