

Commission on Community Action Agencies
Minutes
August 11, 2015 – 8:30 a.m.
MATURA Action Corporation – 215 N. Elm Street – Iowa Works – WIOA Conference Room
Creston, Iowa

Commission Members participating:

Kelly Busch – Chairperson	Tom Quiner	Marc Lindeen
Mary Whisenand	Anna Brown (via phone)	

Commission Members not participating:

Brian Lauterbach	Anna Hilpipre
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DHR Staff Participating:

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

Others in Attendance:

Ron Ludwig	Nicky Tucker	David Barnes (arrived 9:15)
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I. Call to Order

Ms. Busch called the meeting to order at approximately 8:40

II. Introductions

Introductions were made, quorum was established. Mr. Ludwig welcomed the DCAA Commission and staff to MATURA.

III. Approval of the June 2, 2015, Commission Meeting Minutes – Ms. Busch

Ms. Busch asked for any changes or additions to the minutes of the June 2, 2015. There were no questions, there was no discussion. Mr. Lindeen moved that the minutes be approved as presented. Mr. Quiner seconded the motion. All present voted aye. The minutes were approved.

IV. Approval of the Agenda – Ms. Busch

Ms. Busch asked for any changes or additions to the agenda. The change sought was to remove the ICAA Report from the agenda. There was no discussion. Mr. Quiner moved the revised agenda be approved. Ms. Whisenand seconded the motion. All Commissioners voted aye. The motion was approved.

V. Administrator's Report – Bill Brand

Mr. Brand thanked Mr. Ludwig for hosting the meeting and thanked the Commissioners for their attendance. Mr. Brand gave an update on Commission Membership: Robyn Ormsby has resigned from the Commission because of her move to Washington. Mr. Brand praised Ms. Ormsby work on the Commission. Mr. Brian Lauterbach has missed an excessive number of meetings and Mr. Brand will be asking the Governor's office that he be removed from the Commission and a replacement named. Mr. Johnson resigned from the Commission earlier this year. We have three vacancies on the Commission: one for an elected official, a low income representative and a Community Interest Group Member. All three terms expire on 4/30/16. If anyone knows of persons who might be interested please let Bill know.

Monica Stone has been appointed DHR Deputy Director/Community Advocacy & Services Administrator. DHR is now recruiting for a new Director's Assistant.

The consolidation between the City of Des Moines and Red Rock Area Community Action Agency is moving forward with the hire of Anne Bacon in June as Red Rock's new director. They are still working towards the consolidation on October 1 of 2015.

Ms. Ormsby was a member of the Commission's Legislative Committee, Ms. Whisenand and Ms. Brown will carry on without Robyn. Bill and Greg met with the ICAA Board to listen to hear the ICAA Boards Legislative priorities. Ms. Wong offered her assistance in helping ICAA towards the goals with the legislature.

Bill attended the Governor's Volunteer Awards ceremony in Ottumwa where Mr. Lindeen received an award for his long-term participation on the Commission.

VI. Bureau Chief's Reports

1. Weatherization Bureau – Gwen Howe

Ms. Howe prepared a report which was distributed. Each agency now has at least one certified quality control inspector. It does take the state's inspectors more time to complete inspections because of the new DOE requirements. State staff is working on the standards as well as the program and policy manuals. Some states are experiencing problems with the new DOE standards.

2. Community Services Bureau – Greg Pieper

Mr. Pieper e-mailed his Commission Report prior to the meeting. He explained the CSBG State Plan & Application, CSBG On-site Reviews, CSBG Fiscal Monitoring, the 2016 CSBG Community Action Plan & Application; the client needs assessment and customer satisfaction survey. Questions were answered. This year's 2 year CSBG State Plan is very different from previous years. Copies of the plan were e-mailed to Commission members as well as being provided in the packet. Questions about the state plan were answered.

A. Approval of CSBG State Plan.

Mr. Quiner moved that the 2016 CSBG State Plan be approved. Mr. Lindeen seconded the motion. All Commission Members present voted aye. The motion carried.

3. Energy Assistance Bureau – Jerry McKim

Mr. McKim distributed copies of Iowa's Low-Income Home Energy Assistance Program FFY 2015 Facts and Figures report. Commissioner asked that copies of the report by congressional district be e-mailed to them. McKim discussed the \$3.5 million that had been sent out to the agencies for prepaid propane for the upcoming heating season as well as the money left-over to begin set-up of the 2016 LIHEAP activities. The funding for the 2016 program is an unknown at this time. Questions about the state plan were answered.

A. Approve of LIHEAP State Plan.

Ms. Whisenand moved that the 2016 LIHEAP State Plan be approved. Mr. Quiner seconded the motion. All Commission Members present voted aye. The motion carried.

VII. Election of Officers – Ms. Busch

The Nomination Committee (Marc Lindeen and Tom Quiner) presented their slate of officers which is as follows: Anna Brown, Chairperson; Marcy Whisenand, Vice Chairperson, and Tom Quiner Secretary. Mr. Lindeen moved that the slate of officers presented by the nominations committee be approved. Ms. Busch seconded the motion. All Commission members voted aye. The officers were approved.

VIII. Presentation/Tour by MATURA Action Corporation

Mr. Ludwig introduced staff from MATURA who explained the community actions programs, presentations were given on Weatherization, Head Start, FaDSS, Maternal Child Health, I-Smile, WIC, etc, as well as the IOWA Works office which is located in the same building and work in partnership with MATURA. A tour of their offices was conducted. We thank MATURA and their staff for this interesting tour and information.

XI. Next Meeting November 6, 2015 Room 204, second floor, Lucas State Office Building, 321 E. 12th Street Des Moines, Iowa. .

XII. Adjournment

Mr. Quiner moved that the meeting adjourn. Ms. Whisenand seconded the motion. The meeting adjourned.

Respectfully submitted,

Marcia Thompson