

**Commission on Community Action Agencies
Minutes
March 3, 2016 – 9:30 a.m.
Conference Room 204 – 2nd Floor
Lucas State Office Building – Des Moines, Iowa**

Commission Members Participating:

Mary Whisenand – Vice Chairperson Kelly Busch Marc Lindeen
Tom Quiner - Secretary

Commission Members participating by phone:

Anna Brown - Chairperson Anna Hilpipre

DHR Staff Participating:

Bill Brand Gwen Howe Jerry McKim Marcia Thompson

Others Participating:

Lana Shope – ICAA

I. **Call to Order**

Ms. Whisenand, Vice Chairperson called the meeting to order at approximately 9:40.

II. **Roll Call**

Roll call was taken, quorum was available.

III. **Approval of Minutes**

Ms. Whisenand asked if there were any changes or additions needed to the meeting minutes of November 6, 2015. There were none. Ms. Busch moved that the minutes of the November 6, 2015 minutes be approved as submitted. Mr. Lindeen seconded the motion. All participating Commission Members voted aye. The Motion carried.

IV. **Approval of the Agenda**

Ms. Whisenand asked if there were any changes for the agenda. Mr. Brand asked that the ICAA Activities Report be moved up on the agenda prior to the Administrator's Report and the Community Services Bureau information being delivered by Mr. Brand in Mr. Pieper's absence. Mr. Lindeen moved that the agenda be approved as revised. Mr. Quiner seconded the motion. All participating Commission Members voted aye. The Motion carried.

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

Ms. Shope distributed copies of the Annual ICAA Training Conference "Save the Date" Brochure which will be held June 14-16 at the Sheraton Hotel in West Des Moines in conjunction with the Commission on Community Action Agencies meeting on June 14th, followed by a luncheon/discussion with the ICAA Board. Registration for the conference will begin in March.

ICAA has been working on their Legislative agenda pushing hard for the one-time infrastructure funding. She keeps hearing that there is no money. She doesn't anticipate getting an increase in funding for FaDSS because the HHS budget is extremely tight this year with the changes to Medicaid.

They are working on planning their Summer Public Allies program. They are planning on producing 170 stories of families living in poverty collected from the CAA's. They will then videotape the individuals who agree to tell their stories. These will be encapsulated into 30 second or one minute videos of multiple stores about the programs that have assisted them.

VI. **Administrator's Report – Bill Brand**

In mid-December Congress passed a full year budget. CSBG received an approximately 6% increase. Weatherization received an approximate 10-11% increase and LIHEAP's funding remained status quo from last year. We do not know what the final allocation is at the current time. He discussed the federal budget and bills going forward including CSBG and Weatherization which is included in the huge energy bill.

On the state-side – it doesn't look like any additional money will be available.

Mr. Brand has received notification that two new Commission members have been appointed by the Governor's Office. We have a Melissa Thompson from Des Moines and John Murphy from Dubuque. No further official information is currently available. We still need one more appointment to have a full slate of Commission Members.

VII. **Bureau Chief's Reports**

1. **Community Services Block Grant – Bill Brand**

Mr. Pieper had submitted a commission report detailing the CSBG Funding, 2016/2017 CSBG State Plan & Application, On-Site Reviews and Organizational Standards Assessments, DCAA CSBG Website, etc. Agencies not receiving a CSBG On-site visit, (1/3 of the agencies are visited yearly), are required to do a self-assessment on the organizational standards each year. The ROMA roll out that is happening today was explained. It gives agencies and states an opportunity to provide feedback on federal requirements concerning ROMA to measure and report the kinds of services that people receive and the national performance indicators for services provided to households and individuals and the measures around community change\impact.

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

We were expecting the same funding as we received last year, around \$53 million. We have currently received about \$48 million. The remaining funding will be used for start up and propane pre-pay for next year. Through January, we have served 68,012 households receive LIHEAP. That is up 11 households from last year. The biggest change to the program this year was raising eligibility from 150% of poverty to 175% of poverty and deleting the medical waiver. Mr. McKim gave information on carbon monoxide poisoning and shared a story about an elderly woman who had carbon monoxide in her home at a rate of 540 parts per million. We replaced her furnace with LIHEAP funds with crisis funds. This year we are required to collect data (new performance measurement required for 2017). We are measuring how many inoperable furnaces we are replacing, last year we repaired or replaced 117 inoperable furnaces with our crisis component and fixed operable ones that needed to be replaced 293. This shows it isn't just about making people's bill more affordable but an actual lifesaving measure.

3. **Weatherization Bureau – Gwen Howe**

Ms. Howe found an accredited trainer to provide the Tier 1 Training for our Energy Evaluators/Auditors. We contracted with Everblue from North Carolina to come to Iowa and provide three training sessions in March and April which will get all of our Energy Auditors through the required training. We felt that Everblue's price was very reasonable to provide three one week training classes, including their travel and their equipment with 15 auditors trained per class for a total of \$36,000.

Our in-house training for FY 16 begins in May. We will be providing classes of 8 to 10 people including Basic Auditor, Blower Door, NEAT/MEA Audit, Furnace & Combustion, Health & Safety, and Mold/Moisture/Ventilation/ ASHRAE.

The original weatherization reauthorization bill wanted to "peel-off" part of or a percentage of the weatherization fund for Habitat for Humanity or similar programs. The issue the weatherization people had with that was that they have no requirements to meet any standards, including reporting or accountability, like those imposed on the weatherization program. NASCSP and other national partners tried to get the language changed so that we wouldn't lose funding to other programs unless we were at a minimum of \$230 million nationwide for the program and up to a certain percentage is the most they could take.

A. **Discussion of the 2016 State Weatherization Plan**

Ms. Howe explained that the State plan will be submitted to DOE on March 3, 2016. The 2016 Plan was distributed statewide and the public hearing was announced in the Des Moines Register. No written comments were received on the plan and no one appeared at the public hearing which was held on February 22, 2016. The plan was distributed to local agencies for their review and no comments were received. Basically the 2016 State Weatherization Plan is very similar to the 2015 State Weatherization Plan. The grant is \$4,591,815 which is about \$486,000 above last year's amount. 5% (\$229,690) is used for state administrative costs, Grantee T and TA is used to pay for monitoring and training costs for the grantees and state staff which is \$740,341. Subgrantee Administration is \$369,160. Subgrantee funding is \$3,621,884. Program Operations totals \$2,600,932. Health and Safety is contracted for \$651,792.

Ms. Whisenand stated that her phone number has changed and asked that it be updated in the plan.

Ms. Whisenand asked if there were any questions or discussion regarding the 2016 Weatherization Assistance State Plan. There were none. Mr. Quiner moved that the 2016 State Weatherization Plan be approved. Ms. Busch seconded the motion. All participating Commission Members voted aye. The motion carried.

VIII. Other Items:

There were no other items.

IX. Next Meeting:

The next meeting of the CAA Commission will be held on June 14, 2016 at the West Des Moines Sheraton Hotel in conjunction with the ICAA Conference.

X. Adjournment:

Mr. Lindeen moved that the meeting adjourn. Mr. Quiner seconded the motion. The meeting adjourned at 11:00.

Respectfully submitted,

Marcia Thompson