

**URBAN WEATHERIZATION INITIATIVE BOARD
MEETING MINUTES
March 18, 2011**

Meeting was called to order at 10:15am by Charlene Raickett

Attendees: **Voting Board Members:** Percy Harris, Melissa Williams, Deborah Harrington
Ex Officio Members: Representative Ken Dunkin, Representative Dave Winters
DCEO Staff: Charlene Raickett

Apologies: Senator Donne Trotter, Kurt Summers

Public Attendees: Kevin Bell-DCEO Regional Outreach, Cheryl Calvin and Ron Carter-Black Wall Street Chicago, Royce Cunningham-Architectural Services Group, Mike Neal-MTN & Associates, Angela Williams-Southeast Chicago Chamber of Commerce, John Williams-Direct Performance Marketing

Review/Approval of Minutes: A motion was called to move approval of the February 18, 2011 meeting minutes to the Board meeting scheduled for April 15, 2011. Motion carried.

General Update:

- **Weatherization Specialist
RFQ Update**

Charlene Raickett informed the Board that 1 reviewer has been assigned and 2 additional reviewers will be assigned to review RFQ submissions pending approval by DCEO's Director. The RFQ deadline dates have been extended for an additional month. The extension provides the reviewers with time to evaluate proposals efficiently and effectively. All applicants have been notified of this extension.

Percy Harris suggested that the Board conduct a call meeting prior to April 15, 2011 to review and discuss reviewer evaluations.

- **Working Groups**

Charlene Raickett suggested that the Board recommit themselves to their assigned working groups.

Program Guidelines: Percy Harris, Melissa Williams
Eligibility Criteria: Deborah Harrington, Charlene Raickett
Accountability: Kurt Summer, Lester McKeever **(to be reassigned)**

It was noted that Karin Norington-Reaves and Jim Pellum developed a draft of the Joint Committee on Administrative Rules (JCAR) document prior to her departure. Updates to this document will be provided as we progress.

**Energy Assistance Conference:
Weatherization Update (Federal)**

Charlene Raickett provided the Board with an overview of the Department of Energy's Weatherization Program and their revised regulations, standards and issues surrounding Davis Bacon Wages. It was noted that the Energy Auditor and Weatherization training sessions were very comprehensive and provided a lot of documentation on the necessary skills required to perform such work. In addition, the conference provided information on the changes mandated by DOE to DCEO's traditional Illinois Weatherization Home Assistance Program (IHWAP)-specifically changes to Davis Bacon Wages.

**URBAN WEATHERIZATION INITIATIVE BOARD
MEETING MINUTES
March 18, 2011**

The mandates imposed could potentially impact UWI's Weatherization Program and the potential benefit to the Homeowner.

It was suggested that Board take into consideration all of the issues facing DCEO's IHWAP program as they continue to develop and implement programs offered under UWI.

Deborah Harrington provided a brief overview of the Board's review process involving the Home Energy Auditor RFQ and its complexities versus the Weatherization Specialist training.

Weatherization Specialist RFQ Ms. Raickett instructed the Board to review the Weatherization Specialist RFQ spreadsheet. It was noted that the Board members should pay particular attention to the applicant, regions served, partnerships created and legislative letters of support.

Representative Dunkin stated that the Supreme Courts decision which impacts funding for UWI which is nestled in the State's Capital Bill could be settled within the next 45-60 business days. Representative Winters indicated that it may take until June to get this matter resolved.

In an effort to ensure that smaller organizations have the opportunity to compete for funding, Representative Dunkin requested that small organizations be provided with technical assistance upon request.

Further discussion centered on the current Weatherization Specialist submissions and the evaluation criteria used by reviewers to provide a thorough assessment of the application. The Board noted that the evaluation criteria was reviewed, revised and will be used by reviewers when evaluating future applications.

Further discussion centered on the lack of access to African-American organizations to compete for UWI grant funds. The Board suggested that DCEO partner with UIC and/or other capacity building institutions to assist in the development of organizations that lack capacity and the ability to compete for DCEO funding.

Next Board Meeting: Friday, April 22, 2011 10:00am-12pm at JRTC/DCEO

Adjournment: Meeting adjourned at 12noon by Charlene Raickett

***Respectfully Submitted by
Charlene Raickett
Illinois Department of Commerce and Economic Opportunity***