

Urban Weatherization Initiative Board Meeting
MEETING MINUTES
February 17, 2012

Meeting was called to order at 10:01 a.m. by UWI Board Chair, Percy Harris

Meeting Location: DCEO Office - Chicago, IL

Attendees: **Voting Board Members:** Deborah Harrington, Percy Harris, Melissa Williams
Ex-officio Members: Representative Dave Winters, Representative Ken Dunkin
DCEO Staff: Deputy Director Carmen Colvin, Mary Cottini

Approval of Minutes: Approved

UWI Staff Status: All postings have closed for the UWI positions. Currently CMS is processing the applications to determine the eligible candidates.

General Discussion: Request For Proposal Rollout Schedule - Phase III
The Phase III RFP is currently under development. The RFP is slated to be completed in March at which time it will be forwarded to DCEO legal department for review. Board members will receive the RFP for their review prior to next board meeting. The RFP will be released upon the appropriate staff positions being filled. Final preparations were discussed for the February 18h event Kickoff Event. This included discussion of needed elements for successful outcome:

- Publicity through grantees and community sources
- State Video Service
- Social Media Utilization
- Attendance of UWI Board Members and Legislative Representatives
- Logistics

Future Meeting

Locations: March - Rockford
 April - Kankakee
 May - East St. Louis
 June- Chicago
The Board members requested all meeting locations outside of Chicago be posted to the website upon confirmation.

Next Meeting: March 16, 2012

Adjournment: 11:25 a.m.