

**Urban Weatherization Initiative
Board Meeting
Meeting Minutes
May 18, 2012**

**Meeting was called to order at 10:05 a.m. by UWI Board Chair, Percy Harris
Meeting Location: Belleville, Illinois**

Attendees: **Voting Board Members:** Deborah Harrington, Percy Harris, Melissa Williams
 DCEO Staff: Carmen Colvin, Angela Foster, Gwendolyn Davis
 Guest: Doris Jones, Capacity-Building Services for Community & Faith-Based Non-Profit
 Organizations, Mr. Handy

Approval of Minutes: Minutes Approved

I. Marketing/Public Relations:

Everyone pleased with the event, the Mayor of East St. Louis declared May, 18, 2012 weatherization day with a proclamation which he presented to the acting director David Vaught. Event was put on Twitter, Facebook and was posted on the web site for DCEO before close of business May, 18 2012. East St. Louis Monitor was at the event and different media outlets would also be informed of the event. Ms. Harrington stated how happy and thrilled she was to see the programs come to fruition and to hear testimonials from participants. Mr. Harris indicated he received a phone call this a.m. in reference to training opportunities. Ms. Williams and Ms. Harrington stated they were please with the new brochures and indicated they would be used by vendors in Belleville and the benefit of having this information available.

II. Board Member Status:

Governor Quinn has signed off on Joseph Pat Patterson and Alma Brown as new board members. Ms. Harrington indicated the potential new board members needed to provide copies of their resumes. The process of the new board members at this time still in process.

III. Grantee Status Update

Ms. Foster informed the board of the site visits and a schedule was issued to each board member for review for the Home Energy Auditors and the Weatherization Program. Ms. Foster stated she is presently working on forms and standardizing of the forms, corrective action plans, system organization and the development of a site review scheduling letter and a standardized format for site reviews. Ms. Foster indicated she was creating a classification folder system for each grantee. Structural systems were currently being put in place in reference to all grantees.

IV. Future Meeting Locations:

It was suggested that future board meeting locations should have events as the premise as opposed to board members meeting. The next round of RFP's should be presented with an event that discusses the RFP's and the housing weatherization of the home. Ms. Harrington, for the consensus meeting for grantees wants to meet with the grantees around the time of the board meeting. The July meeting is the best time to set this up. The meeting is July 20, 2012. Future meeting location will be in Chicago at JRTC on June 15, 2012.

V. General Discussion:

Ms. Harrington wants a meeting with the Black Caucus and wants to invite some of the grantees. Also wants to discuss budget with both groups. Ms. Colvin indicated there will be an end of session update and Ms. Colvin and Ms. Foster will discuss with the Black Caucus the RFP's and the budget. Ms. Colvin discussed the expansion of programs and the expansion of communities through 2016. Mr. Harris stated he is currently researching real communities that may be able to participate in the expansion of the programs.

Ms. Harrington wants to know how many BPI completers we will have by July 15, 2012; she is requesting this information by next week. Ms. Harrington wants to see a level of progress per grantees to do corrective action every month as opposed to waiting. Ms. Foster was asked to provide those numbers in reference to BPI completers during the July board meeting. Ms. Harrington also discussed we should partner with utility companies, Com Ed, etc. Ms. Colvin indicated the legislators should be contacted in order to enlist their support with the utility company providers. Ms. Colvin stated for the third phase of this program it is focused on people doing the work. The third round will encompass the:

1. Identification of the home owners
2. Assessment of the homes
3. Contractor component of the work, hiring of the contractors and getting supplies
4. Inspection of the property/ homes

The residential weatherization plan is where the BPI certified completers will get hired. Ms. Harrington identified she wants the program to partner with IDES and IDHA in reference to expansion of opportunities with DCEO. Question was raised in reference to other funding based on income for the participants that refrigerators, stoves, etc; could be provided to participants of the weatherization program. Mr. Harris wants the program to tap into these areas. Finally, we need to find out where the savings are coming from. We need to implement a standard that all grantees are following so that the program evaluation is coming from that standard.

Next Meeting: June 15, 2012

Executive Session:

Adjournment: 12:00 p.m

