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# Louisiana Housing Finance Agency



## Energy Assistance Department

Darleen Okammor  
Program Manager

May 13, 2009

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**M E M O R A N D U M**

**To:** The Board of Commissioner

**From:** Darleen Okammor, Program Manager  
Energy Assistance Department

**Date:** May 5, 2009

**Re:** Energy Assistance Program Committee

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There will be a Energy Assistance Program Committee meeting, Wednesday, May 13, 2009 at 11:30 a.m. at Louisiana Housing Finance Agency, Committee Room 1, located at 2415 Quail Drive, Baton Rouge, LA.

The following topics will be discussed:

- Resolution for ARRA for the Weatherization State Plan

If you have any questions or concerns, please contact us.

May 1, 2009

**ENERGY ASSISTANCE PROGRAM COMMITTEE**

Notice is hereby given of a regular meeting of the Energy Assistance Committee will be held on Wednesday, May 13, 2009, at 11:30 AM, Louisiana Housing Finance Agency, Committee Room 1, 2415 Quail Drive, Baton Rouge LA, by order of the Chairman.

**Preliminary Agenda**

1. Call to order, roll call and introduction of guests
2. Approval of minutes from the April 8, 2009 Committee Meeting
3. Resolution for ARRA Weatherization State Plan Approving and accepting the Louisiana Weatherization Assistance Program American Recovery and Reinvestment Act 2009 State Plan (attached as Exhibit A entitled "Louisiana WAP ARA 2009 State Plan") and providing for other matters in connection therewith.
4. Other Business
5. Adjournment

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Milton J. Bailey, President

Pursuant to the provisions of LSA-R.S. 42:6.1, upon two-thirds vote of the members present, the Board of Commissioners of the Louisiana Housing Finance Agency may choose to enter Executive Session, and by this notice, the Agency reserves its right to go into Executive Session as provided by law

Louisiana Housing Finance Agency  
Energy Assistance Department  
Wednesday, April 8, 2009  
2415 Quail Drive  
Committee Room 2  
Baton Rouge, LA 70808  
11:00 A.M.

**Commissioners Present**

Tyrone A. Wilson  
Allison Jones  
Katie Anderson

**Commissioners Absent**

Robert Pernell, Chairman  
Mayson H. Foster  
Susan Sonnier

**Staff Present**

Keith Cunningham  
Terri Ricks  
Costa Arauja  
Angela King  
Charlette Minor  
Darleen Okammor  
Patricia Hampton  
Carolyn McQuairter

**Others Present**

See attached Sign-In Sheet

Commissioner Katie Anderson called the meeting to order at 11:03 a.m. The roll was called and a quorum established. Introduction of guests followed. The minutes of the March 11, 2009 meeting were approved on a motion by Commissioner Jones, and seconded by Commissioner Wilson.

**Updates:** Ms. Darleen Okammor, Energy Assistance Program Manager reported on LIHEAP Express in which 97% percent have been disbursed and is currently looking at reallocating the remaining balances once all records have been reconciled. The activity summary shows 51% has been spent serving 52,959 households. The WAP Express was launched in February, as of this date; there is no available data on production. The 2008 Annual WAP has weatherized 284 homes and expended \$1,440,223.00. The energy staff also set up a table at LHFA Open House on March 8, 2009 to share energy information. The legislative updates include signing the Omnibus Bill. The American Recovery and Reinvestment Act appropriated \$50 million, with \$8 million for Training and Technical Assistance, and \$41 million in Administration. Also, the

department held a round table discussion with over eighty stakeholders on March 30<sup>th</sup> in which the department received comments and ideas.

Terri Ricks, Legal Counsel requested to bring to the attention that a motion passed in February Board meeting be taken off the agenda. There was not a proper motion to suspend the rules in that session. Since there was never a resolution, we need clarity of the directive. There was a vote, although there was a technical problem; but from a staff perspective, do you want to reinstate the decision.

Charlette Minor, Administrator mentioned due, to such a short turnaround, she would be concerned about the position it put us in with such a limited capacity. Our biggest concern from an agency standpoint at the end of the day, we are still responsible for the goal of 1,900 units being done by the agency.

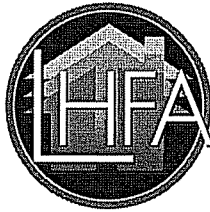
Commissioner Allison Jones motioned to rescind the February 2009 action, direct staff to conduct a RFP, and directive to staff not to RFP until further instructed Seconded by Tyrone A. Wilson.

Commissioner Allison Jones requested the record to reflect that Elsenia Young, Commissioner- Elect was not present.

Charlette Minor reported that the agency has received the federal guidelines from the Department of Energy. The State of Louisiana has received \$50 million in stimulus dollars. The initial application was due on March 23<sup>rd</sup> which included an estimated number of units. There will be about \$8 million dollars available for training and technical assistance. She also mentioned that the State Plan is due on May 12, 2009.

Terri Ricks, reinstated the importance of maintaining the schedule of completion for the proposed State Plan. She also mentioned the future of a RFP and how it might affect the augmentation of the regular program. It would be a RFP structured more to concepts and ideas rather than related to dialog boundaries.

If there is no other business, the chairman entertains a motion to adjourn at 11:20 a.m. and was seconded by Katie Anderson.



LOUISIANA HOUSING FINANCE AGENCY

ENERGY COMMITTEE MEETING

April 8, 2009

Guest Sign-In Sheet

GUEST NAME	PLEASE PRINT	FIRM
1. <i>Loretta Waller</i>		<i>LHFA</i>
2. <i>Edouard K. Luvuenua</i>		<i>LHFA</i>
3. <i>Katie Anderson</i>		<i>Commissioner</i>
4. <i>Jean Blitch</i>		<i>Staff LHFA</i>
5. <i>Alison</i>		<i>Commissioner</i>
6. <i>[Signature]</i>		<i>"</i>
7. <i>Costa Araujo</i>		<i>LHFA</i>
8. <i>Angela M. King</i>		<i>LHFA - staff</i>
10. <i>Charlette Minor</i>		<i>LHFA - staff</i>
11. <i>Natalie Kammer</i>		<i>LHFA</i>

April 9, 2008  
ENERGY COMMITTEE MEETING  
PLEASE PRINT CLEARLY

GUEST NAME

FIRM

12. Ellema Young

Commissioner (Elect)

13. Rene Landry

Staff

14. Sue Chenevert

HFH LA

15. Jay Sella

DHH

16. Fallon Mitchell

St. Mary Community Action Agency  
Franklin, LA

17. Margie Hines

LACAP

18. Almetra J. Franklin

LACHSO  
PO Box 271 - Franklin, LA

19. Demetria Fave

LHFA

20. \_\_\_\_\_

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21. \_\_\_\_\_

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22. \_\_\_\_\_

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23. \_\_\_\_\_

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24. \_\_\_\_\_

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**LOUISIANA HOUSING FINANCE AGENCY**

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_ :

**RESOLUTION**

Approving and accepting the Louisiana Weatherization Assistance Program American Recovery and Reinvestment Act 2009 State Plan (attached as Exhibit A entitled “Louisiana WAP ARA 2009 State Plan”) and providing for other matters in connection therewith.

**WHEREAS**, on February 17, 2009 The President signed into law bill H.R. 1 (commonly referred as the American Recovery and Reinvestment Act of 2009) awarding an additional \$50,657,478.00 million dollars to the state of Louisiana in addition to the Louisiana Housing Finance Agency’s current Weatherization Assistance Program for training, technical assistance and for the weatherizing of qualified homes.

**WHEREAS**, the Louisiana Housing Finance Agency has designed a new service deliver model called Louisiana WAP MAX to be submitted as a separate part of the 2009 Weatherization State Plan and implemented for the 2009-2012 program years for the performance of the American Reinvestment Act Weatherization Assistance Programs goals and objectives.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Louisiana Housing Finance Agency (the “Board”), acting as the governing authority of said Agency, that:

SECTION 1. A resolution is hereby approved accepting the Louisiana Housing Finance Agency American Reinvestment Act Weatherization Assistance Program 2009 State Plan and providing for other matters in connection therewith.

SECTION 2. The Agency staff and counsel are authorized and directed to prepare such documents and agreements as may be necessary to implement the Louisiana Housing Finance Agency’s Louisiana WAP MAX Program.

SECTION 3. The Agency is hereby authorized, empowered, and directed the ability as may be necessary to create, change, amend, and revise any existing documents and/or commitments as may be necessary to implement the Louisiana Housing Finance Agency’s Louisiana WAP MAX the terms of which are to be consistent with the provisions of this resolution.

SECTION 4. The Chairman, Vice Chairman, President, Vice President, and/or Secretary of the Agency are hereby authorized, empowered, and directed to execute any

forms and/or documents required to be executed on behalf of and in the name of the Agency the terms of which are to be consistent with the provisions of this resolution.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS:

NAYS:

ABSENT:

And the resolution was declared adopted on this, the 13<sup>th</sup> day of May, 2009.

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Chairman

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Secretary

STATE OF LOUISIANA

PARISH OF EAST BATON ROUGE

I, the undersigned Secretary of the Board of Commissioners of the Louisiana Housing Finance Agency, do hereby certify that the foregoing two (2) pages constitute a true and correct copy of a resolution adopted by said Board of Commissioners on May 13, 2009 accepting the Louisiana Housing Finance Agency's American Reinvestment Act Weatherization Assistance State Plan (attached Exhibit A) to be used in the implementation of the Louisiana Housing Finance Agency Weatherization Assistance Program and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Agency on this, the 13th day of May, 2009.

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Secretary