
Louisiana Housing Finance Agency



ENERGY ASSISTANCE

Darlene Okammor
Program Manager

October 2, 2009

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M E M O R A N D U M

To: The Board of Commissioners

From: Darleen Okammor, Program Manager
Energy Assistance Department

Date: October 2, 2009

Re: Energy Assistance Program Committee

There will be an Energy Assistance Program Committee meeting, Wednesday, October 14, 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:

- Energy Programs Status Report
- Energy Programs Activity Summary
- LACAP Louisiana WAP Max Report

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

October 7, 2009

ENERGY ASSISTANCE PROGRAM COMMITTEE

A regular meeting of the Energy Assistance Committee will be held on **Wednesday, October 14, 2009, at 11:30 AM**, Louisiana Housing Finance Agency, **Committee Room 1**, 2415 Quail Drive, Baton Rouge LA, by order of the Chairman.

Final Agenda

1. Call to order, roll call and introduction of guests.
2. Approval of minutes from the August 12, 2009 Committee Meeting.
3. Energy Programs Status Report
4. Energy Programs Activity Summary
5. LACAP Monthly Report for Louisiana WAP MAX
6. Other Business.
7. Adjournment.

Milton J. Bailey, LHFA President

If you require special services or accommodations, please contact Barry E. Brooks at (225) 763-8773 or via email bbrooks@lhfa.state.la.us

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, September 9, 2009
2415 Quail Drive
Committee Room 1
Baton Rouge, LA 70808
9:30 A.M.

Commissioners Present

Katie Anderson
Mayson H. Foster
Elsenia Young
Michael Airhart

Commissioners Absent

Tyrone A. Wilson
Susan Sonnier

Staff Present

Loretta Wallace
Darleen Okammor
Costa Araujo
Patricia Hampton
Keith Cunningham
Carolyn McQuairter
Charlette Minor
Terri Ricks
Alesia Wilkins-Braxton
Angela M. King

Others Present

See attached sign-in sheet

Commissioner Katie Anderson called the meeting to order at 9:44 a.m. The roll was called and a quorum established. Introduction of guest and staff followed. The minutes of the August 12, 2009 meeting were approved on a motion by Commissioner Young, and seconded by Commissioner Foster.

Updates: Darleen Okammor, Energy Assistance Program Manager, gave a brief update on the progress of the Low Income Home Energy Assistance (LIHEAP) and the Weatherization Assistance Program (WAP).

Regarding the LIHEAP Program, on August 21, 2009 the agency released a second LIHEAP allocation for 7.2 million to the LIHEAP providers who have expended all their funds or should be out of funds shortly.

Also, Congress has approved the LIHEAP Program for \$5.1 billion for fiscal year 2010 and Louisiana is slated to receive \$61 million. This is the same as for program year 2009 and is also 1.9 million more than President Obama had requested in his budget proposal.

A public hearing was held on August 31, 2009 to receive public comments on the 2010 LIHEAP State Plan. The public notice was published in the state newspapers and posted on the agency website prior to the hearing. The plan has been finalized and will be submitted to the full board and the U. S. Department of Health and Human Services.

With Regards to the WAP she advised that on July 1, 2009, the state plan was approved by the Department of Energy for \$3.6 million which will be used to weatherize 346 units, currently there is no production data available.

On August 25-26, 2009, an LHFA team conducted an onsite monitoring review of the 2008 WAP program administered by LACAP; she advised that there was not enough time to complete the financial components. Therefore, staff will conduct a second visit prior to the end of the month.

The ARRA WAP Plan public hearing was held on September 3, 2009 to receive public comments. The public notices were published in the state newspapers and posted on the agency website the plan has been finalized and will be submitted to the Department of Energy upon approval by the LHFA board. The agency is continuing to work with DOE, LRA, and LACAP to insure approval of the plan to begin providing weatherization services by mid-September.

As far as the Program Activity Summary, she mentioned that it outlined the amount expended to date, number of households served for all programs.

Commissioner Mayson Foster motioned to recommend to the board the approval of the 2010 Low Income Home Energy Assistance Program (LIHEAP) State Plan which was seconded by Commissioner Elsenia Young.

Commissioner Katie Anderson brought before the committee the resolution approving the Louisiana Weatherization Assistance Program of the American Recovery and Reinvestment Act of 2009 which was motioned by Commissioner Elsenia Young and seconded by Commissioner Foster.

Katie Anderson, Energy Committee, Chairman opened the floor to entertain questions and or comments.

If there is no other business, the Commissioner Foster entertains a motion to adjourn at 10:02



LOUISIANA HOUSING FINANCE AGENCY

ENERGY ASSISTANCE BOC COMMITTEE MEETING

WEDNESDAY, SEPTEMBER 9, 2009 @ 9:30AM

Guest Sign-In Sheet

GUEST NAME

FIRM

PLEASE, PLEASE PRINT

- | | | |
|----|-------------------|--------------|
| 1. | Jane Kiltan | LACAP |
| 2. | J. Bardin | 985 507-5705 |
| 3. | Mayson Foster | Commissioner |
| 4. | Angel M. Hujj | LHFA |
| 5. | CAROLYN McQUARTER | LHFA |
| 6. | S. COSTA BRAUNO | LHFA |
| 7. | Charles Tate | CSI |
| 8. | Loretta Wallace | Staff |

ENERGY ASSISTANCE COMMITTEE MEETING
PLEASE PRINT CLEARLY

GUEST NAME

FIRM

9.	Robert Whittington	Resource
10.	Tate Anderson	Commissioner
11.	Grace Godfrey	LACAP - Counsel
12.	Dakota Kamm	Staff
13.	Dorothy Thomas	LFRC - Counsel
14.	Annie Clark	Staff
15.	M. Hines	Lacap
16.	Nike [Signature]	BOC
17.	Terence Lohett	GCR
18.	Paul [Signature]	LPA
19.	Wayne [Signature]	FJ
20.		
21.		

ENERGY PROGRAMS STATUS REPORT

TO: Board of Commissioners
FROM: Darleen Okammor, Program Manager
DATE: October 14, 2009
RE: Low Income Home Energy Assistance Program (LIHEAP)
Weatherization Assistance Program (WAP)

LIHEAP

In Washington.....On September 25th, the House voted to approve a Continuing Resolution to fund LIHEAP to operate under the fiscal 2009 funding level until the appropriation bill is passed or the continuing resolution expires on October 31st. LHFA has submitted the 2010 LIHEAP State Plan, which will be implemented upon receipt of the award notice. The 2009 LIHEAP program ended September 30th.

WEATHERIZATION

On September 22, 2009, the ARRA-WAP State Plan was approved by the Department of Energy (DOE) for the remainder of the \$50.6 million award. To kick-off the Louisiana WAP Max program, LACAP held a program orientation on September 21-22 for subgrantees. Contracts were mailed on September 30th. Currently, there is no production data available.

OTHER:

The evaluation of energy programs administered by LACAP has been deferred to continue reviewing additional financial information requested by LHFA review team.

The Energy Programs WebPages have been updated.

**October is National Energy Awareness Month
Weatherization Day is October 30th!**

Fighting Energy Poverty

- Low-income households, including the elderly, disabled or families with children who can't afford home energy
- \$413 or more in annual utility bill savings year after year
- Energy savings average for gas-heated homes is 23% of pre-weatherization consumption
- More household money is made available for other basic necessities, medicine or groceries
- In 2008, weatherized homes nationally will save \$1.9 billion for low-income families

The Economy

- \$204.6 million weatherization funds cost-effectively invested by DOE in low-income energy efficiency for 2007
- Provides 8,000 direct jobs and thousands more of indirect employment
- Insurance policy against future price increases: when a low-income home is weatherized, both its energy bill and fuel consumption are reduced each year for many years to come. In times of energy supply and price problems, weatherization recipients are better able to cope with rising prices.
- Community benefits from energy efficient housing stock and increased economic activity

Investment in America

- 100,000 homes Weatherized each year.
- For every \$1 invested in the program, Weatherization returns \$2.72 to the household and society.
 - \$1.65 is returned in reduced energy bills
 - \$1.07 is returned to ratepayers, households, and communities through:
 - increased local employment
 - reduced uncollectible utility bills
 - improved housing quality
 - better health and safety
 - reduces heat-related illness and death
 - reduces risk of death from home fires due to utility disconnection

Climate Change

- Reduces residential and power plant emissions of carbon dioxide by 1.79 ton/year per home
- Over the life of the measures, saves 35.8 tons of CO2 emissions per house
- Weatherization decreases national energy consumption by the equivalent of 18 million barrels of oil annually

Weatherization Works

Sources: ORNL/CON-493, ORNL/CON-484, EIA February 2008 Short Term Energy Outlook
 Updated July 2008

Energy Programs Activity Summary Through 9/30/2009

LIHEAP Express

Grantor: Department of Natural Resources (DNR) \$5,000,000

Assistance (Sept. 29, 2008 - Sept.)	Total Expenditures	Number of Households Assisted	Households with at least one			Denied	Number of New Clients
			60 Years or Older	Disabled	Age 5 or Under		
Non-Crisis Assistance	\$4,065,000.24	8,797	2,326	3,196	2,204	779	4,799
Crisis Assistance	\$667,518.39	1,818	213	469	590	60	1,140
Totals	\$4,732,518.63	10,615	2,539	3,665	2,794	839	5,939
Percentage of Total	95%		23.9%	34.5%	26.3%	7.9%	55.9%

Low Income Home Energy Assistance Program

Grantor: Department of Health and Human Services (DHHS) \$45,657,071

Assistance (October 2008-	Total Expenditures	Number of Households Assisted	Households with at least one			Denied	Number of New Clients
			60 Years or Older	Disabled	Age 5 or Under		
Heating (October – March)	\$22,567,164.92	48,841	18,619	20,129	9,048	382	16,092
Cooling (April - September)	\$15,570,023.07	35,569	10457	13003	8343	359	13,670
Year Round Crisis	\$2,787,911.17	8,953	1,178	2,766	2,765	38	5,113
Energy Special Needs Program	\$349,348.89	446	61	197	216	63	N/A
DSS/OCS						0	
Totals	\$41,274,448.05	93,809	30,315	36,095	20,372	842	34,875
Percentage of Total	90%		32.3%	38.5%	21.7%	0.9%	37.2%

Weatherization Assistance Program

Grantor: Department of Energy (DOE) \$3,623,154 (346 Units)

Assistance (July 2009 - June 30,	Total Expenditures	Units Weatherized	Households with at least one			Denied
			60 Years or Older	Disabled	Age 5 or Under	
DOE Production						
July 1 - Mar. 31, 2010	No Data Currently Available					
LIHEAP Only Production						

LOUISIANA ASSOCIATION OF COMMUNITY ACTION PARTNERSHIPS
LOUISIANA HOUSING FINANCE AGENCY
ARRA ORIENTATION
SEPTEMBER 21 – 23, 2009

AGENDA

MONDAY SEPTEMBER 21, 2009

11637 INDUSTRIPLEX BOULEVARD, BATON ROUGE, LA

9:00 AM – 11:30 AM

WAP DIRECTOR MEETING

11:30 AM – 1:00 PM

LUNCH ON YOUR OWN

1:30 PM – 2:30 PM

OPENING SESSION

PRESIDING: GERVIS LAFLEUR, PRESIDENT, LACAP
PRAYER & PLEDGE: DOROTHY OLIVER, CHAIR, LACAP ENERGY COMMITTEE
REMARKS: JANE KILLEN, EXECUTIVE DIRECTOR, LACAP
MILTON BAILEY, PRESIDENT, LHFA
KATIE ANDERSON, CHAIR, LHFA ENERGY COMMITTEE
PAUL RAINWATER, DIRECTOR, LOUISIANA RECOVERY AUTHORITY
REPRESENTATIVE KERN EVERETT, PRESIDENT HOUSE OF
REPRESENTATIVES, ARKANSAS
JON PHELPS, ENERGY DIRECTOR, LACAP
CLOSING REMARKS: GERVIS LAFLEUR, PRESIDENT, LACAP

2:30 PM – 4:00 PM

TOUR LACAP TRAINING FACILITY

TUESDAY, SEPTEMBER 22, 2009

11637 INDUSTRIPLEX BOULEVARD, BATON ROUGE, LA

8:30 AM – 11:30 AM

PROCUREMENT TRAINING

11:30 AM – 1:00 PM

LUNCH PROVIDED BY LACAP

1:00 PM – 3:00 PM

PROCUREMENT TRAINING CONTINUED

3:00 PM – 3:15 PM

BREAK

3:15 PM – 5:00 PM

BACON DAVIS ACT TRAINING

WEDNESDAY, SEPTEMBER 23, 2009

HOLIDAY INN SOUTH, 9940 AIRLINE HIGHWAY, BATON ROUGE

9:00 AM – 11:30 AM

HANCOCK ENERGY SOFTWARE TRAINING

11:30 AM – 1:00 PM

LUNCH PROVIDED BY LACAP

1:00 PM – 3:00 PM

HANCOCK ENERGY SOFTWARE TRAINING CONTINUED

3:00 PM – 3:15 PM

BREAK

3:15 PM – 4:30 PM

HANCOCK ENERGY SOFTWARE TRAINING CONTINUED

LOUISIANA ASSOCIATION OF COMMUNITY ACTION PARTNERSHIPS
LOUISIANA HOUSING FINANCE AGENCY
ARRA ORIENTATION
SEPTEMBER 23, 2009

AGENDA

WEDNESDAY, SEPTEMBER 23, 2009

HOLIDAY INN SOUTH, 9940 AIRLINE HIGHWAY, BATON ROUGE, LA

- | | |
|---------------------------|---|
| 9:00 AM – 11:30 AM | HES WEATHERIZATION TRAINING <ul style="list-style-type: none">- INVENTORY MODULE TRAINING- WORK ORDER MODULE TRAINING |
| 11:30 AM – 1:00 PM | LUNCH PROVIDED BY LACAP |
| 1:30 PM – 3:00 PM | HES WEATHERIZATION TRAINING <ul style="list-style-type: none">- HANDS ON LAB- INTAKE TO INVOICING WITH NEW MODULES |
| 3:00 PM – 3:15 PM | BREAK |
| 3:15 PM – 4:30 PM | HES WEATHERIZATION TRAINING <ul style="list-style-type: none">- GENERAL QUESTION AND ANSWER SESSION |

MONTHLY REPORT TO
LOUISIANA HOUSING FINANCE AGENCY (LHFA)
FROM
LOUISIANA ASSOCIATION OF COMMUNITY ACTION PARTNERSHIPS (LACAP)
IN ACCORDANCE WITH CONTRACT FOR PROFESSIONAL SERVICES
FOR THE ARRA WAP MAX
ADMINISTRATON REQUIREMENTS: EXPECTATION NUMBER 19
OCTOBER 2, 2009

The contract between LHFA and LACAP for Professional Services for the ARRA WAP MAX program was approved at the LHFA Board Meeting held on September 9, 2009. The contract was signed by Gervis LaFleur, President LACAP on September 11, 2009 and by Milton Bailey, President LHFA on September 18, 2009.

Expectation Number 19: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 19 which states that "Contractor shall present an in-person monthly overview of the progress of the administration and production of the Louisiana WAP MAX Plan to the Energy Assistance Committee of the Board of Commissioners each month. We are have submitted the written report to LHFA on October 2, ten days prior to the October 14, 2009 LHFA Board Meeting.

Expectation Number 1: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 1 which states that "Contractor shall provide LHFA with a form of contract for LHFA's approval of the use for contracting with the Subgrantees. LACAP did meet Expectation Number 1 including the 7 guidelines outlined in Expectation Number 1.

Expectation Number 2: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 2 which states that "Within 14 days of execution of the Agreement, Contractor (LACAP) shall provide an executed contract, using the LHFA-approved contract form, for each of the Subgrantees named in the DOE-approved state plan for WAP MAX funding", LACAP did meet Expectation Number 2. The contract was approved by LHFA on Monday, September 28 and the contracts were sent Federal Express Next Day Delivery to the 17 WAP provider agencies on Tuesday, September 29. As of today, October 1, executed contracts are being returned to LACAP.

Expectation Number 3: In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 3 which states that "Within 14 days of execution of the Agreement, Contractor (LACAP) shall submit to LHFA a monitoring plan which details a complete monitoring schedule for Subgrantees, in accordance with the entire monitoring schedule approved for WAP under ARRA funding", LACAP did meet Expectation Number 3. A complete monitoring schedule was sent to Charlette Minor, Terri Ricks and Keith Cunningham on September 29, 2009.

Expectation Number 14: : In accordance with the provisions of the contract under Article 4, Statement of Work, Expectation Number 3 which states that "Contractor shall fully executive the training and technical assistance activities included in the state plan.... Contractor shall document all training by subgrantee, by individual trained, by training course and by certificate/ diploma. Contractor shall seek to maintain 60% attendance rates for the classes submitted in the submitted training schedule..." On September 21, 22, 23, 2009 LACAP held orientation training for the 17 WAP providers. The training on September 21 and 22 was held at the new WAP Training Facility at 11637 Industriplex Boulevard, Baton

Rouge, LA and included Procurement Training and Davis-Bacon Training. The training was mandatory and all 17 agencies sent at least two representatives. A training Agenda is attached for your review.

On September 23 training for the H.E.S. Help Desk was held at the Holiday Inn. Danny Veals, LHFA IT Director facilitated the training with support from LACAP. An agenda is attached for your review.

Also in attendance for the Opening Session was Katie Anderson, LHFA Commissioner and Chair of the Energy Committee; Paul Rainwater, Director, LRA; Arkansas State Representative Kern Everett; Ann Guissinger from Louisiana Economic Development; Alesia Wilkins-Braxton, Vice President, LHFA; Charlette Minor, LHFA Energy Assistance Department Administrator; Keith Cunningham, LHFA Legal Counsel; Danny Veals, LHFA IT Director.

September 29, 30 and October 1, 2009 a WAP Training was held at the WAP Training Facility at 11637 Industriplex Boulevard, Baton Rouge, LA. All 17 provider agencies were represented. The content of this training was basic weatherization procedures. Each participant received a Certificate of Training for Module 1: Weatherization: The Big Picture. A copy of the Certificate is attached.