



**WEATHERIZATION COMMITTEE
MINUTES**

**REGULAR MEETING
Monday January 3, 2011**

The Weatherization Committee convened in their first regular meeting on Monday January 3, 2011 at 301 West 2nd Street in the Boards & Commissions Room, # 1101 in Austin, Texas.

Chair Andy Ramirez called the Board Meeting to order at 12:35 p.m.

Board Members in Attendance:
Andy Ramirez, Brian Walters and Deirdre Moss.

1. APPROVAL OF MINUTES

There were no minutes to approve as this was the first meeting of this committee.

2. CITIZEN COMMUNICATION: GENERAL

There were no citizens signed up to speak.

3. NEW BUSINESS

Discussion regarding the Austin Energy Weatherization Project

Veronica Briseño Lara, Director, SMBR, gave an overview of how this committee was created and the purpose of the committee. Ms. Lara also provided the committee with a participation report for this project.

Karl Rabago, Austin Energy, discussed the report with the committee; how contractors are complying with program, selection process for assignments, methodology used for selecting firms for the inspection and auditing contract, contractor qualifications, Texas Department of Housing and Community Affairs (TDHCA) requirements, training and outreach.

The committee requested that all associations work with SMBR and Austin Energy to analyze how future MBE/WBE contractors could benefit from this program.

They also requested that staff create a monthly report and include; list of all contractors on the project, number of assignments awarded to each contractor including dollar amount and percent, completed assignments and dollar amount paid out.

The committee also asked staff to come back to the next meeting and update them on how many certified firms submitted proposals as a prime contractor on the inspection and auditing services and the number selected to perform.

4. ADJOURN

Chair Ramirez adjourned the meeting at 1:45 p.m. without objection.