



Weatherization Committee of the
MBE/WBE and Small Business Enterprise
Procurement Program Advisory Committee Meeting Minutes

Regular Meeting
Tuesday, November 19, 2013

The Weatherization Committee of the MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, November 19, 2013 at 301 W. 2nd Street, Executive Session Room 1027, in Austin, Texas.

Acting Chair Anne Harutunian called the Committee Meeting to order at 3:00 p.m.

Committee Members in Attendance:

Anne Harutunian, Sheri Marshall

1. APPROVAL OF MINUTES

The minutes for the regular meeting of July 16, 2013 were approved on Member Shari Marshall's motion, seconded by Member Anne Harutunian, on a 2-0 vote.

2. CITIZEN COMMUNICATION: GENERAL

There were no citizens signed to speak.

3. NEW BUSINESS

- a. Update from Austin Energy staff regarding the Home Energy Assistance Program (HEAP) to include expenditures
- b. Update from Austin Energy staff regarding HEAP data on rental vs. single-family owned properties

Joe Guerrero, Program Coordinator, and Steve Saenz, Interim Residential Program Manager, provided an update. Item 3b was addressed in the presentation provided via item 3a.

- c. Election of Officers

The Committee decided to postpone this item for the December meeting.

- d. Set the 2014 meeting schedule

The 2014 meeting schedule was approved on Member Anne Harutunian's motion, seconded by Member Shari Marshall, on a 2-0 vote.

4. STAFF BRIEFINGS

- a. Weatherization Assistance Participation Report from Small & Minority Business Resources (SMBR)

Tamela Saldana, SMBR Compliance Division Manager, provided an update on the report.

5. AGENDA ITEMS

- a.** Update from Austin Energy staff regarding the Home Energy Assistance Program (HEAP) to include expenditures
- b.** Election of Officers

6. ADJOURN

Committee Member Anne Harutunian adjourned the meeting at 3:55 p.m. without objection.