



## **LOW INCOME CONSUMER ADVISORY TASK FORCE**

### **MEETING MINUTES**

**December 10, 2014**

The Low Income Consumer Advisory Task Force convened in a regular meeting at Town Lake Center, 721 Barton Springs Road, Room 100, in Austin, Texas. Chairperson, Carol Biedrzycki called the meeting to order at 3:00 p.m.

**Task Force Members in Attendance:** Carol Biedrzycki, Tim Arndt, Lanetta Cooper, Karen Hadden, Richard Halpin, Dan Pruett, Cyrus Reed, Chris Strand, Kelly Weiss. All members were in attendance.

**Staff in Attendance:** Austin Energy staff included Sady Bartlett, Liz Jambor, Debbie Kimberly, Denise Kuehn, Stacy Lewis, Ronnie Mendoza, and Richard Morgan.

**1. APPROVAL OF MINUTES-** Motion to approve the minutes of November 5<sup>th</sup> meeting by Carol Biedrzycki passed unanimously.

### **CITIZEN COMMUNICATIONS: GENERAL**

Charlie Ford, City Conservation/Totally Cool- wanted utility to look into including HVAC in the process.

Kent Ambrose, American Conservation & Air- wanted Austin Energy to include HVAC in their safety measure.

### **NEW BUSINESS**

#### **2. Discussion of regular meeting place and time-**

Chairperson Biedrzycki proposed Task Force to meet two times per month. Dan Pruett recommended one Task Force meeting per month and one sub-committee meeting to meet the two times per month requirement. The Task Force voted to have meetings on Friday between 10- 12pm but will vote on exact dates in the next meeting. They will also revisit and discuss the number of meetings per month in March.

#### **3. Discussion and possible action on task force operating rules-**

The members agreed to have a consistent meeting agenda format with citizen's communications earlier in the meeting and include committee reports and discussion of future agenda as standing items. Lanetta Cooper asked if there are any revisions to the Texas Open

Meeting Act to allow for email voting and requested staff to research and report back to the group. No motion was made but all agreed to postpone adopting the operating rules until the next regular meeting.

**4. Appointee of Committees-** The group formed three sub-committees as follows;

**Low Income Energy Efficiency Program**

Chair: Lanetta Cooper

Richard Halpin

Dan Pruett

Karen Hadden

**Low-Moderate Income Energy Efficiency Programs**

Chair: Chris Strand

Kelly Weiss

Cyrus Reed

**Affordable Rental Property**

Chair: Tim Arndt

Carol Biedrzycki

Cyrus Reed

Lanetta Cooper

The sub-committee's goal is to give recommendations to the Task Force. Committee reports will be a standing item on all meeting agendas. The Task Force requested to add to the next meeting's agenda item an update from Austin Energy (AE) on:

- Number of customers served by the weatherization program from this budget year to date and since the meeting on December 10<sup>th</sup>.
- Give an update on the relationship and partnership with Texas Gas and utilization of the furnace program.
- In regards to HVAC, AE needs to look at sliding scales and re-instatement of work on HVAC.
- Give an update on the time table of full implementation of the program.
- Give an update on any other information on the HVAC program.

Richard Halpin motioned and Lanetta Cooper seconded. This request passed unanimously.

**5. Discussion of survey (p. 6 Resolution 20140828-158) purpose, content and timeline-**

Chairperson Biedrzycki reviewed page 6 within the Resolution that states, "The City Manager shall conduct a statically valid survey for customers participating in energy efficiency programs to measure customer satisfaction and collect demographic data..." Austin Energy is to inform the Task Force on what customer data is being collected now and how it can be incorporated in Austin Energy reports. AE staff will research the usage of demographics survey for its energy efficiency programs.

**6. Discussion of participation by Neighborhood Housing and Health and Human Services, Travis County, and non-profit organizations-** The Task Force would like to involve other agencies that work with low income community in future meeting discussions.

**7. Discussion of task force member communication with staff-** Further clarification was requested on the matter of communication between AE staff and Task Force members. It was explained that any emails or documents that need to be communicated to Task Force members will be sent to the Task Force Administrative Liaison, Sady Bartlett, for distribution. All data requests by the Task Force to AE will also be sent to Sady to coordinate with the appropriate staff and for tracking purposes. In regards to sub-committee data requests, the sub-committee chairperson is designated to send all requests to Sady.

## **BRIEFING**

**8. Status of data requests-** Lanetta Cooper requested more clarification on Austin Energy's response to a question that was submitted during the November 5<sup>th</sup> meeting. Lanetta wanted clearer explanation to the question "What steps Austin Energy takes in implementing each of the programs, including the qualifying for any program and any inter-departmental activities?" Austin Energy will provide a flow chart for the Weatherization Assistance Program, CAP funding, and the Low Income Weatherization Rehabilitation Assistance Program (LWRAP).

**9. Staff briefing on Green Building-** Presented by Richard Morgan, Green Building and Sustainability Manager. Richard provided details of Green Building programs and successes. The Task Force Chair requested AE to give the group an update on current energy codes.

## **FUTURE AGENDA ITEMS**

**10. Committee reports-**nothing was reported in this meeting.

**11. Discussion regarding future agenda items to include; a schedule of topics, issues and topics that were raised during briefings, and citizen communications-**

For January meetings, the Task Force wanted a meeting format that included a panel discussion from local government offices and non-profit agencies. They asked for these departments to discuss on: 1. how the programs are working for the people they serve and are there any improvements; 2. recommendations for change; and 3. how they work with AE and other agencies. The group reviewed a preliminary list of departments and agencies to invite to the meetings.

## **ADJOURNMENT**

Carol Biedrzycki adjourned the meeting at 4:59 p.m. without objection.