



Approved 6.18.13

**WEATHERIZATION COMMITTEE
MINUTES**

**REGULAR MEETING
Tuesday, May 21, 2013**

The Weatherization committee convened on Tuesday, May 21, 2013 at City Hall, 301 West 2nd Street in the Executive Session Room, # 1027 in Austin, Texas.

CALL TO ORDER

Chair, Mr. Andy Ramirez called the Board Meeting to order at 3:00 p.m.

Board Members in attendance were Andy Ramirez and Anne Harutunian.

APPROVAL OF MINUTES

The minutes from April 16, 2013 regular meeting were approved on a motion by Mr. Ramirez and second by Ms. Harutunian. Motion passed 2-0.

CITIZEN COMMUNICATION: GENERAL

There were no citizen's communications.

Item 3. OLD BUSINESS

Update from staff regarding the Austin Energy's Home Energy Assistance Program (HEAP) contractor selections approved by City Council.

Mr. Rolando Fernandez, Assistant Director, Contract Management Department and Mr. Joe Guerrero, Weatherization Program Coordinator, Austin Energy provided a handout and briefed the Committee regarding the HEAP Weatherization procurement process and current status. Tier 1 was approved by Council and assignments have begun. Tier 2 will go for recommendation for Council approval Thursday, May 23, 2013. There were discussions regarding the inspection contract and the procurement process selected.

The Committee passed a motion recommending that for non-owner occupied homes/rental properties for the poor (below 200% of poverty income level) a rent freeze or agreement from the owner is implemented to avoid rent increases for a specified period of time. Motion made by Mr. Ramirez, seconded by Ms. Harutunian and passed 2-0.

The Committee passed a motion recommending that every effort is made to the extent possible to award contracts to local entity to ensure trained contractors have the opportunity to bid on upcoming City projects specifically related to inspections. Motion made by Ms. Harutunian, seconded by Mr. Ramirez and passed 2-0.

The Committee requested staff provide an update regarding discussions on the inspection contract and procurement process selection between the Legal & Purchasing Departments at the next meeting.

Item 4. AGENDA ITEMS

- a) Discussions with Austin Energy staff regarding data collection on multi-family units participating in Austin Energy's Multi-family Energy Efficiency Program. (Fred Yebra)
- b) Discussions with the Purchasing Department staff regarding the status of the procurement process selection for inspection contracts.

ADJOURNMENT

Chair, Andy Ramirez adjourned the meeting at 3:56 p.m.