



**WEATHERIZATION COMMITTEE
MINUTES**

**REGULAR MEETING
Tuesday September 20, 2011**

The Weatherization committee convened on Tuesday September 20, 2011 at City Hall, 301 West 2nd Street in the Executive Session Room, # 1027 in Austin, Texas.

Chair, Andy Ramirez called the Board Meeting to order at 3:05 p.m.

Board Members in Attendance:

Andy Ramirez, Brian Walters and Barbara Boeta

1. APPROVAL OF MINUTES

The minutes from the March 15, 2011, July 19, 2011 and August 23, 2011 meetings were approved by a motion by Mr. Walters and second by Chair, Mr. Ramirez. Motion passed 3-0.

2. CITIZEN COMMUNICATION: GENERAL

There were no citizens signed up to speak.

3. OLD BUSINESS

Discussion regarding the Austin Energy Weatherization project and potential recommendations to the Minority-Owned and Women-Owned Business Enterprise (MBE/WBE) & Small Business Procurement Program Advisory Committee regarding minority participation.

Ms. Jan Lawson, Director of Business Development and Contract Compliance, Austin Energy (AE) presented the June, July and August 2011 ARRA Weatherization Sub Contractors Monthly Assignment Summary report and reviewed the changes and updates requested by Committee.

Ms. Boeta asked for information regarding reporting process in addition to seeing dollar amount of assignments on the report.

Ms. Lawson stated that project specific information would be addressed upon receipt of questions from Council Subcommittee during that meeting. She also stated dollar amounts for assignments was an oversight and would be updated.

Veronica Lara, Director Small & Minority Business Resources (SMBR) suggested usage of Sub Utilization Forms for tracking subcontractor usage per assignment to capture data at front end for more accurate reporting.

Citizen Communication is summarized below;

Ms. Hadnot requested Committee to find out legalities of Prime Contractors serving as Subcontractors on same project. She stated she would like to see the language or receive reference to find it.

Ms. Johnson requested to see Good Faith Effort documentation from Valdez. She also revisited discussions regarding new goals applied to additional monies on existing contracts approved by Council.

Mr. Ramirez requested SMBR to confer with Legal regarding implementing new goals on any new additions or amendments to contracts regardless of past goals achieved.

Ms. Lara stated SMBR stated SMBR will ask what can be done to incorporate it.

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) revisited previous meeting discussions regarding recommendations to enhance Austin Energy's Weatherization Program for Minority Weatherization contractors previously approved by Council but not yet implemented by AE.

Committee requested SMBR to pull records reflecting Council's specific instructions in regards to the recommendations made by the community and report comparison of what has been implemented by AE.

Ms. Barbara Boeta asked if it is likely AE will receive any other Weatherization projects in the future.

Mr. Karl Rabago, Austin Energy stated the current ARRA Funded Weatherization Program provided special circumstances to competitors to make application for authorize federal stimulus monies and were informed that future projects would return to Travis County to administer to previous authorized providers through the Department of Energy Funded Program. However, recommendations could be incorporated into upcoming local programs currently being revamped.

Chair, Mr. Ramirez requested AE to review recommendations to local program and engaging of SMBR to ensure minority participation.

Ms. Alayne Johnson, Austin Area Black Contractors Association (ABCA) and All Points Inspection requested SMBR and Committee be engaged at the beginning of contracts to ensure that criteria and documentations are straight before presented to community.

Mr. Rabago agreed to review recommendations for the new Weatherization program after it is re-designed.

Initial motion by Ms. Boeta, restated by Chair, Mr. Ramirez for any future programs be it Weatherization or similar to Weatherization or market driven activity that allows participation of public be incorporated and SMBR and this Committee be brought into it so that we can assist and provide what we think should be done to maximize the local participation specifically minority participation. Motion 2nd by Mr. Walters and passed 3-0.

4. STAFF REPORTS

Veronica Lara, Director SMBR reviewed the MBE/WBE Participation report with the committee.

5. AGENDA ITEMS

Provide a comparison report on recommendation enhancements implemented by Austin Energy Weatherization that were approved by Council

6. ADJOURNMENT

Chair, Andy Ramirez adjourned the meeting at 4:14 p.m.