

PAC MEETING MINUTES  
JUNE 25, 2020

**Call to Order and Roll Call**

The Policy Advisory Council (PAC) was called to order by Robert Cooper on Monday, June 25, 2020, at 2:00 p.m. via teleconference due to Governor Sisolak's mandate on COVID-19 of no physical address for any public meeting until further notice.

**Council Members Present:**

Chair Robert Cooper, At Large Representative  
Vice-Chair Jennifer Rose, Utility Company Representative  
James Dondoy, Sub-grantee Representative  
Tamera Saida, At Large Representative  
Angela Haskett, At Large Representative  
Jacob LaRow, NHD Representative, Deputy Administrator

**Nevada Housing Division (NHD) Staff Members and Counsel:**

Shelly Calvert, Weatherization, Grants & Projects Analyst  
James Wallace, Weatherization Inspector

**Nevada Housing Division (NHD) Counsel Present**

Colleen Platt, Platt Law Group

**Division of Welfare and Supportive Services (DWSS) Staff Members Present**

Maria Wortman-Meshberger, Chief, DWSS  
Betsy Ransdell, DWSS

**Others:**

Leslie Colbrese, Community Services Agency Development Corporation  
Jessica Mahon, Community Services Agency Development Corporation  
Antoine Tilmon, NV Energy  
Dr. Gil Peach, Gil Peach and Associates  
Morgan Fhah, Nevada Legal Services

Shelly Calvert canvases the teleconference line for those participating on phone.

Robert Cooper asked if there was a quorum and it was confirmed there were 6 out of 7 members present.

**Public Comment.**

Robert Cooper opened the meeting for public comment.

No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an Agenda as an item upon which action will be taken. (Because of time considerations, the period for public comment by each speaker is limited to three (3) minutes and speakers are urged to avoid repetition of comments made by previous speakers.)

There were no public comments at this time.

### **Approval of Minutes for PAC Meeting April 20, 2020**

Robert Cooper asked if there were any proposed changes for the June 25, 2020 minutes? Jake LaRow asks that the title for Shelly Calvert be changed from Weatherization Analysis to current Job title of Grants & Projects Analyst. For both April 20, 2020 and February 20, 2020 minutes.

There were no other changes. Robert Cooper if there is a motion to approve the minutes with the change: 1<sup>st</sup> motion to approve: Jake LaRow, 2<sup>nd</sup> motion to approve: Tamera Saida. Yeas: 6, Nays: 0. Motion carries.

### **Approval Minutes for PAC Meeting February 20, 2020**

Robert Cooper asked if there were any proposed changes for the June 25, 2020 minutes? Jake LaRow asks that the title for Shelly Calvert be changed from Weatherization Analysis to current Job title of Grants & Projects Analyst. For both April 20, 2020 and February 20, 2020 minutes.

There were no other changes. Robert Cooper if there is a motion to approve the minutes with the change: 1<sup>st</sup> motion to approve: Jake, 2<sup>nd</sup> motion to approve: Tamera Saida. Yeas: 6, Nays: 0. Motion carries.

### **Department of Energy (DOE) Program Years 2019 and 2020 Consolidation**

Shelly Calvert: In light of COVID-19 and the timeframe in which this pandemic happened, DOE has allowed the states to combine Program Years 2019 and 2020 together into one budget. With the two years combined, NHD total allocation for Program Year 2020 is now \$3,000,188.

This includes:

- \$291,361 carryovers from Program Years 2017 and 2018;
- \$1,199,608 for Program Year 2019; and
- \$1,509,219 for Program Year 2020.

Keep in mind that some of this totals hve been expended in the current fiscal year, SFY2020. The breakdown are as follows:

- \$368,410 for NHD Administration, of which \$50,378 has been expended at the end of April 2020, in SFY2020;
- \$2,383,740 for Sub-grantees, of which \$733,414 has been expended in SFY2020; and
- \$54,233 was paid out to Las Vegas Urban League for expenses in SFY2019.

DOE has decided to combine the two years as they could see that the Production of completed units would be little to none during the mandate of “sheltering-in-place by the Nevada Governor and in throughout the United States. In addition, by combining the two years, DOE allowed the

remainder of PY2019 monies to utilize at the higher average cost per unit of \$7,661, which in turn allows the Sub-grantees more time to complete their projected goals.

Are there any questions or comments on what was presented? Robert Cooper asked what the ramping up with completions once the COVID-19 settles down. Shelly Calvert asked Robert Cooper if he was referring to the Subgrantees. He stated yes. Shelly Calvert said that when we discuss item number 7, James Wallace will be giving a summary of how the Subgrantees are performing through this time.

No other discussion for this item.

### **Energy Assistance Program Management Monitoring Summary**

Maria Wortman-Meshberger, Chief, DWSS: The Management Monitoring Summary demonstrates that in May the Program received 2,293 applications, 26% less applications than the same time last year. Overall, the Program has received about 2% less applications through May than we did last year.

- In May 2,526 applications were processed, 1,682 were eligible (63% approved).
- *The average days to process a case in May was 12 days.*
- The average energy burden was 2.06% - the current energy burden is 1.94%.
- We did process supplemental payments (that were approved before the corona virus pandemic).
- The total amount of funds expended for regular benefits with the supplemental payments in May was \$3,883,208. This brings the average benefit to \$928 per household.
- The total amount of funds expended for arrearages in May was \$57,702. For an average of \$363 per household served.

The overall total of funding expended in January was \$3,940,910 which makes the overall average for benefits and arrearages \$963 expended per household.

Additional items for the Energy Assistance Program, DWSS does have a couple of changes to the Nevada Fund for Energy Assistance and Conservation and Low-Income Home Energy Assistance State Plans, for FY20-21. One change is the increase the annual minimum payment from \$180.00 to \$240.00 and the other change is that the eligible household may receive an arrearage payment from once in a lifetime to once every five years.

Robert Cooper asked if the staff is processing at home or in the office. Marie stated that some are in the office and some employees are at home.

Any other discussion on this item?

### **Weatherization Assistance Program Production and Expenditure Summary**

Shelly Calvert reported through May 2020 (SFY2020):

- DOE:
  - Received \$354,072 more than last year. This is an increase by 28%
  - Expenditures were up by 35% and Program Operation Expenditures were up by 42% over last year. The percent funds expended was 52% this year versus 47% last year.

- Average Cost Per Unit decreased by 6%.
- Program Goal was up by 9%, units completed were up by 46%, and percentage of Goal to date is 55% versus 33% last year.
- FEAC:
  - Received \$44,000 more than last year. This is an increase by 1.45%
  - Expenditures were down by 41% and Program Operation Expenditures were down by 43% over last year. The percent funds expended was 49% this year versus 70% last year.
  - Average Cost Per Unit decreased by 17%.
  - Program Goal was up by 1%, units completed were down by 90%, and percentage of Goal to date is 42% versus 81% last year.
- LIHEA:
  - Received \$113,449 more than last year. This is an increase by 13%
  - Expenditures were up by 24% and Program Operation Expenditures were up by 24% over last year. The percent funds expended was 64% this year versus 56% last year.
  - Average Cost Per Unit increased by 5.9%.
  - Program Goal was up by 46%, units completed were up by 19%, and percentage of Goal to date is 88% versus 118% last year.

Both FEAC and LIHEA funds were used by HELP of Southern Nevada and Nevada Rural Housing Authority for apartment complexes.

- HEROS:
  - Funding was the same as last year - \$705,000.
  - Expenditures were up by 19% and Program Operation Expenditures were up by 19% over last year. The percent funds expended was 60% this year versus 48% last year.
  - Average Cost Per Unit increased by 13% which resulted of a few requests were received to go over the \$8,000 maximum for units to have a completed weatherization done on their homes.
  - Program Goal was the same as last year, units completed were up by 7.8%, and percentage of Goal to date is 73% versus 68% last year.

AAHTF was not tracked last year for Expenditures or Program Operations. 2 out of 5 Sub-grantees are still expending SFY2019 allocations, therefore, the Units Completed are skewed. We still report on the units identified in the table to DWSS. That is why it is mentioned at this time even weatherization is doing half of the oversight of the program.

- DEAL:
  - Expenditures were down by 582% and Contractor Costs and Assessments were down by 566% over last year.
  - There is no Program Goal, as it is a loan and not a grant, units completed were up down 533%.
  - This program will cease to exist in the next fiscal year, SFY2021.
- OVERALL:
  - NHD received \$511,532 more than last year. This is an increase by 8.31%
  - Expenditures were down by 2% and Program Operation Expenditures were down by 1% over last year. The percent funds expended is 52% this year versus 62% last year.

- Average Cost Per Unit decreased by less than 1%.
- Program Goal increase by 13% than last year, units completed were down by 4%, and percentage of Goal to date is 63% versus 76% last year.

As you can see, even with the COVID-19 pandemic, we are not far off from last year even with three months of the Subgrantees not reporting very many or no completions from March through May. That does not mean we are doing better this year, as last year there were issues with the WxPro system, and we are consistently working on the program to make it a viable product as the BWR system fazes out. More and more jobs are being entered into the WxPro program and EERC is working with the Sub-grantees as new issues arises. In addition, Las Vegas Urban League had financial issues and had problems completing the work.

We are hopeful with Nevada being in Phase 2 of the Governor's Reopening Plan, that the work in the last month to six weeks of the fiscal year, more units will be completed.

For the remaining of the fiscal year, the unexpended FEAC funds will go into a reserve account to be allocated to the Sub-grantees at a future date, LIHEA funds do not expire until September 30<sup>th</sup>, DOE funds have been extended, HEROS will go back to GOE, AAHTF has another year left on their contracts.

James Wallace reported an update on the Sub-grantees and where they are in the pandemic. Production number have been lowered this year as 2-3 months have been in the middle of the pandemic. At this time, Mid May, HELP was approaching to full strength, NRHA-LV went back to full strength beginning May, RNDC went back to full strength in the first week in June. CSADC and NRHA Carson City, are the last of the Subgrantees to go back to work. NHD is hopeful at the beginning of the new fiscal year, we hope to report that all Subgrantees are back to work at full strength. Even with COVID-19 effect, the last month of the fiscal year, the Subgrantees are working closely with the contractors to get as many completions possible. In addition, ALL emergency situations have been dealt with in an efficient manner.

Robert Cooper asked if there were any questions for Shelly Calvert or James Wallace. Leslie Colbrese said that CSADC has been back to work at full strength for the last two weeks, around June 11<sup>th</sup>.

### **Update on NV Energy Usage and COVID-19**

Jennifer Rose with NV Energy: At this time, Jennifer Rose does not have usage numbers although, she has the arrears numbers.

- June of 2019, the combined active arrears was about 7.6 Million;
- June 2020, 28.1 Million;
- This is about 270% change from last year to this year;
- Nevada South had about 5.9 Million last year and 23.1 Million this June an increase of 280%; and
- Nevada North had about 1.6 Million last year and 5.1 Million this June an increase of 213%.

Combined with the high unemployment and NV Energy are not disconnecting service due to COVID-19. It will be interesting to see what gets collected once the pandemic has decreased

and people are able to get back to work. NV Energy plans on disconnecting late July early August 2020. The percentage of increase is also due to the fact that people are home more than before.

Next Meeting Date: Tentative Date for next meeting is: **October 22<sup>nd</sup> at 2:00 p.m.**

Agenda items for next Policy Advisory Council Meeting

- Energy Assistance Program Management Monitoring Summary
- Weatherization Assistance Program Production and Expenditure Summary
- Update NV Energy usage and COVID-19
- LIHEA Update for Funding including CARES ACT.

**Public Comment.**

Robert Cooper closes the meeting for public comment.

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There were no public comments at this time.

Adjournment at 3:06pm.

Respectfully Submitted,

Shelly L. Calvert  
NHD Weatherization, Grants & Projects Analyst