

NEUAC Board of Directors Meeting Minutes
February 5, 2024, at 1:00 PM EST
Yotel - Ballroom
Zoom Meeting

1) Call to Order (Tanya Jones)

- **Quorum established;** Tanya Jones called the meeting to order at 1:10 PM.
- **Attendees: In Person** - Laura Bayona, Michael Bell, Liz Berube, Bree Boyd, Michael Bradford, Kim Campbell, Kelly Caplan, Brian Caudill, Alita Corbett, Maria Delaplain, Amanda Dewey, Gerri Drummond, Britton Gabel, Keelie Gustin, Susie Holmes, Sakinah Howard, Laura Jacobs, Saunteel Jenkins, Patrick Johnson, Tanya Jones, Kathy Kerr, Faye Kinner, Marcela Lenox, Erin Mao, Kevin McGrath, Katrina Metzler, Lindsay Mulvihill, Elizabeth Paulson, Carrie Perry, Allison Poe, John Rich, Shannon Stahley, Shelly Stroessner, Kate Singleton, Gabe Terry, Mike Turaj, Star Walker, Denise Wortham
By Phone - Celia Andrade, Anne Armstrong, Francine Artis, David Carroll, David Conn, Rasheeda Davis, Marietta Doney, Annie Doran, Aimee Gendusa-English, John Godfrey, Paridhi Kapadia, Haly Laasme, Michelle Lehman, Danielle Olaya, Britt Pomush, Kim Rikalo, Jenn Rodriguez, Andrea Schroer, Joshua St.Pierre, Angela Sterner, Gary Swan

2) Approval of Minutes from the last meeting (Tanya Jones)

- **Motion to accept the minutes from the Dec. 6, 2023 board meeting.**
 - 1st – Kelly Caplan
 - 2nd – Michael Bradford
 - Abstain – Alita Corbett
 - Motion Passed

3) Old Business (Tanya Jones)

- **No Old Business**

4) New Business – Committee Reports

- **Finance Committee (John Rich)** – John presented the 2023 financials, highlighting a 28% improvement in total revenue compared to 2022, with a net revenue of more than \$280,000 and unrestricted assets exceeding \$900,000. John pointed out that Katrina and Erin have done an outstanding job at putting NEUAC in a great financial position. Katrina noted that 2023 interest income is only for a partial year, due to a mid-year switch to a new bank, and anticipated that in 2024 the interest income would double.
 - **Motion to accept the financial report.**
 - 1st – Kim Campbell
 - 2nd – Keelie Gustin
 - Abstain – None
 - Motion Passed
- **Conference Committee (Kim Campbell)** – Kim shared the conference logo and a list of activities and highlights for the 2024 conference to be held in Chicago, Illinois. One highlight will be the introduction of the new LIHEAP Director at OCS, Megan Meadows.

Kelly Caplan suggested the inclusion of Mami Hara, CEO of the US Water Alliance, in a fireside chat due to her experience of over 30 years in the water sector. NEUAC is also considering a plenary session related to the political outlook of the 2024 election, but finding a suitable speaker may be challenging. Katrina also introduced the KAIROS blanket exercise on the last day of the conference, which is a workshop that explores the relationships between Indigenous and non-Indigenous people.

- **Membership and Fundraising Committee (Keelie Gustin and Mike Bradford)** – Mike reported that the current NEUAC membership is at 210 members, with a goal of 297, putting us at 70% towards the 2024 goal. NEUAC currently has a 68% retention rate of the 2023 members. Katrina discussed the importance of welcoming non-members to upcoming events and the potential for membership renewal around the conference time. She mentioned the goal of increasing membership in 2024 and hopes to achieve a 90% retention rate. Finally, Katrina reported that fundraising was at 90% of the sponsorship goal, with potential for further growth.
- **Public Policy and Advocacy Committee (Brian Caudill and Allison Poe)** – Allison Poe and Katrina discussed the status of policy updates, noting that activity on the Hill was slow. Allison noted that the delay in FY24 appropriations was due to pressing issues abroad, such as with Israel and Ukraine. She noted that FY24 funding deadlines had been extended to March 1st and 8th, and that appropriators were working on passing bills before this deadline. Allison emphasized the need to focus on FY25. She also discussed the request for a \$2 billion supplemental for LIHEAP, expressing concerns about potential administrative challenges.

Katrina highlighted three things from a policy perspective that may impact LIHEAP Action Day meetings. 1) Attendees should refrain from getting pulled in to conversations with regards to FY24, and stay focused on funding for FY25; 2) Though letters are being circulated around a proposed \$2 billion supplemental funding for FY24, attendees were encouraged to stay on message for the appropriation of \$5.1 billion for FY25; and 3) Senator Alex Padilla was set to introduce a LIHWAP Establishment bill, potentially within the week, which may result in questions; attendees were encouraged to stay focused on the message for LIHEAP FY25 appropriations.

Katrina discussed LIHEAP Action Day, emphasizing its popularity and efforts to reduce costs. LIHEAP Action Day attendance broke another record of over 250+ participants, representing 45 different states and the District of Columbia and several tribes. There is a good spit between utility, government, nonprofit, corporations and tribal organizations. Katrina expressed an interest in finding a larger space that is able to accommodate growing participation. Allison suggested that there may be space on Capitol Hill.

Allison also took time to discuss the LIHWAP bill proposed by Senator Padilla's office, which aimed to establish a LIHWAP program and transfer it from HHS to EPA once a report about LIHWAP is completed. There were concerns about the lack of funding for the report, making it unlikely to ever be finished. However, Padilla's office remained firm about keeping the language. PP&A Committee leadership was hesitant to support the bill due to the hypothetical nature of the funding and potential problems it could cause. Allison discussed removing barriers and prioritizing immediate transfer to EPA. The board discussed their concerns, including that there is no guarantee that LIHWAP would *not* be combined with LIHEAP at HHS, which may effectively reduce funding for LIHEAP. Brian recommended that NEUAC take a neutral position on the proposed LIHWAP bill

and stay focused on LIHEAP funding for FY25. The board discussed possible concerns about the bill and whether to consider endorsing it, and concluded to stay neutral.

- **JEDI Committee Report (Katrina Metzler)** – Katrina discussed meeting expectations for all participants, including that all board members are to be equal, monitor their airtime, be open and respectful, speak from personal experience, be present, listen deeply, assume consensus on final decisions, be aware of the intent versus impact, and avoid using jargon or industry language. Katrina underscored the significance of setting meeting expectations to ensure everyone's understanding and participation.
- **Bylaws Committee (Bonnie Temme)** – As Bonnie has retired, Katrina discussed the committee's proposed changes to the organization's bylaws, highlighting that an update would avoid governance by old bylaws during the upcoming election cycle. The proposed changes would retain the nonprofit majority on the board. Board members discussed potential concerns regarding terminology of the categories used to describe members. Despite concerns, John Rich pointed out the bylaws are a fluid document and could be changed in the future. The group voted to approve the bylaws as presented, with the understanding that they could be revised in the future, if needed.
 - **Motion to approve the amended Bylaws.**
 - 1st – John Rich
 - 2nd – Kelly Caplan
 - Abstain – None
 - Motion Passed
- **Nominations Committee (Kim Campbell)** - Kim discussed the upcoming board election cycle, emphasizing the need for members to consider running again or joining the board. The anticipated maximum number of Governance Board members to be elected is 11, and the maximum number of utilities to be elected is five. Kim also clarified the Executive Committee structure and roles, for which nominations are also upcoming.
- **Executive Directors Report (Katrina Metzler)** - Katrina thanked the Executive Committee for their support. Katrina also addressed the financial implications of LIHEAP Action Day expenses, which exceeded the budget by \$60,000. She also introduced a new team member, intern Maizy Lawnicki.

Katrina shared the 2023 annual report for NEUAC, highlighting the organization's successful year, with record-breaking conference attendance, the highest financial position, and over 300 members, which is a first for NEUAC. She emphasized the value of diversity within the organization. Furthermore, Katrina discussed the importance of growing membership, and highlighted the achievement of a 100% sponsor retention rate from 2022 to 2023. Additionally, LIHEAP Action Day 2023 had 230 participants, and this year's LIHEAP Action Day exceeded 250 participants, another record. Tanya commended the efforts and dedication that Katrina demonstrates as executive director.

Katrina introduced the idea of a board retreat for strategic planning and team building. The last retreat took place in Maine several years ago. She suggested the possibility of holding future retreats in cities like Detroit and Jackson, Mississippi, where NEUAC has support from sponsors. Katrina discussed that the Site Selection Committee would review hotel arrangements and conference locations. She also proposed the idea of an anniversary event on Capitol Hill to thank legislators for their continuous support.

- **Federal Partners Update** - Andrea Schroer from NASCSP shared recent developments, reporting on an increase in weatherization funds in 2022, and NASCSP's upcoming conference in Arlington, Virginia from March 11-15. Amanda Dewey from ACEEE shared about ACEEE's upcoming Summer Study conference in California, to be held in August. Aimee Gendusa-English of NCAP provided updates on the annual funding survey and possible future research. Aimee also mentioned NCAP's annual conference to be held in August in Seattle, Washington. Katrina and Erin will attend the NCAP Conference.

- **Motion for meeting adjournment** (Tanya Jones)
 - 1st – Mike Bradford
 - 2nd – Keelie Gustin
 - Abstain – none
 - Motion Passes

- **Meeting Adjourned**