

NEUAC Summer Board of Directors Meeting

May 20, 2024 – 1:00 PM to 4:00 PM CT

Sheraton Grand Chicago Riverwalk

1) Call to Order/Welcome – Tanya Jones

- Quorum established; Tanya Jones called the meeting to order at 1:25 PM.
- Attendees: Katrina Metzler, Celia Andrade, Francine Artis, Roxana Ayala, Anne Armstrong, Laura Bayona, Michael Bell, Andrew Bennett, Todd Berreman, Liz Berube, Michael Bradford, Liz Brister, Mindy Browning, Latoya Butler, Kim Campbell, Kelly Caplan, David Carroll, Jackie Castellon, Brian Caudill, David Conn, Jamie Curtis, Scott Alan Davis, Maria Delaplain, Marietta Doney, Annie Doran, Gerri Drummond, Britton Gabel, Aimee Gendusa-English, Tiffany Gilstrap, Keelie Gustin, Rhonda Harper, Susie Holmes, Diedra Howard, Tony Hunt, Laura Jacobs, Patrick Johnson, Tanya Jones, Kathy Kerr, Theresa Kullen, Marcela Lenox, Haly Laasme McQuilkin, Maizy Lawnicki, Michelle Lehman, Erin Mao, Diana Marin, Kevin McGrath, Rosa Pagnillo-Lopez, Briana Parchment, Elizabeth Paulson, Carrie Perry, Frank Rapley, John Rich, Kim Rikalo, Andrea Schroer, Glenis Scott, Mary Serdar (Salt River Project alternate), Josh St.Pierre, Shannon Stahley, Gabe Terry, Star Walker, Lori Walking Eagle, Danielle Wright
- **Introductions**

2) Approve minutes from last meeting

- Motion to approve minutes from the Feb 5, 2024 board meeting.
 - First - John Rich/Kelly Caplan (both)
 - Second - Anne Armstrong
 - Abstain - None
 - Motion passed.
- Katrina reviewed the meeting expectations, prepared by the Justice, Equity, Diversity & Inclusion (JEDI) committee and introduced in the Feb board meeting, reiterating that all members are equal, to be respectful, be present, listen and avoid using industry language, so that everyone can be on the same page.

3) Finance Committee report – John Rich presented the April financials.

<https://neuac.org/wp-content/uploads/2024/05/April-2024-Financials.pdf>

- Motion to accept the financial report.
 - First - Frank Rapley
 - Second - Glenis Scott
 - Abstain - None
 - Motion passed.

4) Credentials & Elections Committee report – Liz Berube presented

- The results of the 2024 Governance Board election, which will be official after the May 21 Annual Membership Meeting, include 12 newly elected and second-term board members: Bridges Community Action Partnership, Colorado Department of Human Services – LIHEAP, Dollar Energy Fund, Duke Energy, Energy Outreach Colorado, JEA, National Consumer Law Center, Pacific Gas and Electric Company (PG&E), Public Service Electric and Gas (PSE&G), Sacramento Municipal Utility District, VEIC and Washington State Community Action Partnership.

- The election for Officers is decided by a vote of the Governance Board. After nominations, it was an uncontested slate with one position (parliamentarian) open.
 - President: Kim Campbell Hailey
 - 1st VP: Keelie Gustin
 - 2nd VP: Michael Bradford
 - Treasurer: Marietta Doney
 - Secretary: Michael Bell
 - Parliamentarian: Open
 - Motion to approve the 2024-2025 officers slate as presented.
 - First - Michelle Lehman
 - Second - Tanya Jones
 - Abstain - None
 - Motion passed.

- Introduced 2024 Advisory Board nominees.
 - Motion to accept the full slate as presented in the board meeting materials.
 - First - Shannon Stahley
 - Second - Deidra Howard
 - Abstain - None
 - Motion passed.

- Parliamentarian nominations.
 - Bylaws prioritize Governance board candidates, Advisory Board candidates if no one from Governance volunteers. John Rich nominated. Uncontested.
 - Motion to approve John Rich as parliamentarian.
 - First - Keelie Gustin
 - Second - Laura Bayona
 - Abstain - None
 - Motion passed.

5) Conference Committee report – Latoya Butler, Kim Campbell and Tanya Jones presented

- Katrina reported an estimate of the financial impact of the 2024 Conference.
 - \$600k++ registration revenue.
 - \$53k restricted sponsorships for conference
 - \$20k exhibitor revenue
 - Bottom line – anticipating about \$20k in net income from the conference.
- Katrina encouraged all board members to welcome first-time attendees, indicating that they would be easy to spot as their name badges are in blue text.
- Katrina highlighted 27 organizations bringing 5+ people to the conference.

6) Membership & Fundraising Committee report – Keelie Gustin and Mike Bradford presented

- Keelie presented membership highlights.
- The committee is hosting a membership table in the exhibit area at the conference. More than 130 non-member organizations will be represented at the conference.
 - Encourage everyone to make non-members feel welcome, share the value that you personally get out of NEUAC, etc.
- Mike presented sponsorship highlights and mentioned the Sister Pat Kelly Scholarship donations this year.

- Motion to accept the Membership and Fundraising Committee report.
 - First - Kim Rikalo
 - Second -Tanya Jones
 - Abstain - None
 - Motion passed.

7) Executive Committee – Katrina Metzler and Tanya Jones presented

- Five Decisions to be ratified by the full board:
 - Contract – Overflow hotel for 2024 conference (Loews)
 - Contract – 2025 LIHEAP Action Day Hotel venue (Yotel)
 - Vendor Eligibility for the Governance Board (none accepted to nominees slate this year)
 - Should we develop clear guidelines for the Governance Board/Executive Committee to consider when determining whether a vendor is eligible to run for a Governance Board seat? Case-by-case basis, per bylaws. Board members raised considerations including:
 - A utility has a designated service territory, providing to customers. There is no opportunity for a utility at NEUAC to try to sell to other members. This is not the case for vendors.
 - What is the role/objective of the vendor? Are they potentially in conflict with (e.g., trying to take work away from) community action agencies?
 - How much are the vendors thinking about the people they are assisting?
 - What is it that we *don't* want on our board? Can we define guidelines by that, rather than by who fits the definition of a utility, nonprofit, etc.?
 - Some organizations may themselves choose to be only on the Advisory Board, for strategic and/or conflict of interest reasons.
 - ACTION ITEM: Table discussion on the policy considerations document and present it to the Public Policy & Advocacy Committee first for discussion.
 - NEUAC awards (winners to be presented during the conference)
 - NEUAC support letter for state/local matters

8) Public Policy & Advocacy Committee – Brian Caudill presented

- Current funding for FY24 is \$4.125b
- Rep. Tom Cole from Oklahoma, currently the appropriations committee leader for the House, has put out a schedule: first subcommittee markup June 27, 2024; full committee markup July 10, 2024.
 - This is optimistic. HHS appropriations are contentious as the bill has many hot button issues (though LIHEAP itself is not one of them). So, expect timeline to be delayed.
- Senate has not issued an official schedule, but that's typical.
- House and Senate champions have written Dear Colleague letters sent to the House and Senate Appropriations Committee chairs. Both were bipartisan letters. NEUAC helped whip support for Members of Congress to sign.
- NEUAC also submitted written testimony.
- Election season will also slow things down. Members out of town; all discussions being more political; etc.

- Most likely scenario is that we will start FY25 with a short-term Continuing Resolution.
- What is the biggest credible threat to the LIHEAP program?
 - Only credible threat to the program is fraud. If there is proof of fraud, the whole program is at risk.
- Brian encouraged maintaining relationships with offices and staff members, not just during visits to D.C., and emphasized organizations showing support throughout the entire process, especially in the face of potential budget cuts.
- Are you worried about bipartisan support for the program? e.g., number of Rs vs. Ds signing on to the Dear Colleague letters
 - No. Appropriators generally do not sign Dear Colleague letters to the appropriators. As an example, Senators Susan Collins and Lisa Murkowski, will not sign the letters, but that doesn't mean they oppose the funding.

9) JEDI Committee report – Scott Alan Davis presented

- Scott discussed the JEDI Committee's internal and external focus looking within the organization and its membership to emphasize the need for inclusivity, diversity, and justice in all aspects of the organization's work, including representation, services, and partnerships in a sustainable fashion.
- Katrina highlighted Scott's training session on JEDI on the last day of the conference, and encouraged attendance.

10) Executive Director's report– Katrina Metzler presented

- Katrina reviewed expectations for board members to complete annual compliance forms, including a board member agreement, conflict of interest form, whistleblower policy acknowledgment, and board composition JEDI demographics survey.

11) Site Selection Committee report – Kim Rikalo presented

- Kim discussed the challenges of site selection as the conference grows, mentioning the difficulty of finding suitable venues in certain cities, highlighting the considerations involved in site selection, such as venue capacity, cost, support from partners, and the appeal of the location to attendees.
- Katrina stated that expresses interest in moving the conference to different cities and emphasizes the opportunity to showcase innovative work from various regions. The question of whether the conference should be held in May or June next year, prompting a discussion about the timing of the event and associated logistics and the complexity of site selection, mentioning the need to consider conference and post-conference activities in addition to accommodations.
- Katrina also dispelled the notion that it is a purely fun activity, expressing that the committee really gets down in the trenches. The call for interest in being part of the committee for site selection, prompting a positive response from the other speakers.
- Potential future conference locations, including Nashville, Detroit, San Antonio and Seattle, and mentions the intention to select two cities for simultaneous conferences.

12) Updates from Partners –

- NASCSP announced a second annual week-long training conference would be held in Memphis, Tennessee (September 16 – 20, 2024), with new LIHEAP resources which will be shared during the DOE session on Thursday.

13) Announcements – Katrina Metzler

- **Board Retreat**
 - Katrina noted that it has been about five years since NEUAC had a board retreat (pre-pandemic). This year, with so many new board members, it feels time to re-implement hosting a board retreat. This would be a time when we talk about the strategic plan for the organization as well as get to know fellow board members.
 - A retreat is also a good way to incorporate new board members. So, people who have been on the board together and have already formed relationships, have an opportunity to learn more about the new members and they get to know us a little bit better too. During the retreats, we tend to have fun, we have scavenger hunts, photos, etc.
 - Though it was short notice, board members will be in Charlotte for the 2025 conference planning meeting in September; we may be able to add another day so that we can do a short board retreat. Staff will explore the possibility.

14) Featured Board member introduction: JEA presentation – Elizabeth Paulson presented

- Elizabeth Paulson provided an overview of JEA, highlighting its status as the largest community-owned water and electric utility in Florida, its customer base, and its focus on affordability and the historic East Side. She highlighted some of the utility's projects and programs. JEA's service territory is about 900 square miles, located in the top right corner of Florida, where Jacksonville is growing rapidly. 40% of the population lives paycheck to paycheck.

15) Motion to Adjourn – Tanya Jones

- Before moving to adjourn, Tanya expressed her gratitude for the opportunity to serve as Board President, thanked her team for their support, and expressed support for the new president and executive committee.
 - First - Tanya Jones
 - Second - Kim Campbell
 - Abstain - None
 - Motion passed.