

NEUAC Fall Board of Directors Meeting

September 19, 2024 – 8:30 AM to 9:30 AM ET

The Westin Charlotte

Attendees:

Andrew Bennett, Andrew Binegar, Brian Caudill, Britton Gabel, Celia Andrade, Charece Collins (PA PUC), Danielle Wright, Debbie Paton, Diana Marin, Douglas Bennett, Elizabeth Paulson, Frank Rapley, Gabe Terry, Gary Swan, Gerri Drummond, Glenis Scott, Jamie Curtis, Jennifer Rodriguez, Jesse Hernandez, John Rich, Joshua St.Pierre, Kate Brownlee, Katie Zerfuss, Keelie Andringa, Kevin Alexander, Kim Campbell, Latoya Butler, Laura Bayona, Maria Hopps, Marietta Doney, Michelle Lehman, Mike Bradford, Mindy Browning, Monica Martello (VEIC), Patricia Johnson, Rhonda Harper (Citizens Energy), Rosa Pagnillo-Lopez, Roxana Ayala, Scott Alan Davis, Stephenie Arnold, Tiffany Gilstrap, Todd Berreman, Tony Hunt, Katrina Metzler, Erin Mao, Annie Doran, guest: Michael Bracy

Agenda Items:

1. **Call to Order:** Kim Campbell
2. **Quorum established:** Kim Campbell called the meeting to order at 8:30 a.m.
 1. Approval of previous meeting minutes
Previous meeting minutes from May 20 were reviewed.
 - Motion to approve by Mike Bradford
 - Motion was seconded by Keelie Andringa
 - None opposed
 - Motion passed
3. **Committee Reports**
 1. **Finance Committee:** Marietta Doney
 - A. **Financial report**
 - Motion to approve requested by Erin Mao
 - Motion to approve by Glenis Scott
 - Motion was seconded by John Rich
 - None opposed
 - Motion passed
 - B. **990 and Audit**
 - NEUAC had a clean audit for 2023. Auditors noted one “significant deficiency” in internal controls over cash receipts, as in prior years: the auditors ask that two people to open the mail together, but this was not possible during a short period of time in 2023.
 - Marietta Doney mentioned that although this is important for the auditor, it is considered minor to her.
 - Having intern Maizy Lawnicki in 2024 was helpful to avoid this deficiency for the next audit. All mail YTD has been opened by two people.
 - Katrina shared the numbers from 2021,2022, and 2023 to provide transparency and provided updates on the revenue increase since 2021.
 - Vote to approve 2023 audited financial statements and IRS 990, for filing:
 - Motion to approve requested by Marietta Doney
 - Motion to approve Gary Swan
 - Motion was seconded by Tony Hunt

- None opposed
- Motion passed

2. **Executive Committee:** Kim Campbell

Request to ratify decisions made since Summer 2024 Board Meeting and decisions discussed but not officially ratified at the Summer 2024 Board Meeting

- Contract – overflow hotel for 2024 Conference
- Contract – 2025 LIHEAP Action Day hotel venue
- Vendor eligibility for Governance Board
- NEUAC awards
- NEUAC support letters for state/local matters
- Testimony submitted to Congress
- Advisory Board – added Community Action Council of Mason, Lewis and Thurston Counties (Washington State)
- Contract – Whova two-year contract
- EIA-112
- Contract – Wipfli board development training
- Contract – expansion of systems consultant contract (from 750 hours/year to 1000 hours/year)
- Contract – Seattle hotel addendum (more room nights)
- Contract – Charlotte hotel addendum (more room nights)
- Board Secretary Position from Michael Bell to Laura Bayona

Motion to ratify decisions by the Executive Committee requested by Kim Campbell.

- Motion to approve by Elizabeth Paulson
- Motion was seconded by Michelle Lehman
- None opposed
- Motion passed

4. **Announcements**

- Elizabeth Paulson from JEA talked about the White Paper created by Plumbing Repair and Efficiency Assistance Program (PREAP) to increase water affordability. Elizabeth asked that the board review the white paper.
 - Gerri Drummond asked if we would be changing NEUAC's mission and expressed concern about the organization moving to advocating for water vs. energy.
 - Elizabeth clarified that we would need to better understand that this would require more conversation.
 - Katrina noted that PREAP is just an idea (white paper) at this point.
 - Previously LIHWAP didn't include repairs, so this new PREAP was proposed to improve LIHWAP.
 - NEUAC being consulted on the LIHWAP legislation is with the objective to protect LIHEAP from being impacted by LIHWAP.
 - AGA and EEI, and water utility trade associations and APPA, are asking NEUAC to be part of the conversations. They have asked NEUAC to be a mediator between LIHEAP to LIHWAP.
 - PREAP proposes leak repairs and assistance through LIHWAP program, which ideally would lead to a bill that would prevent impacts to LIHEAP.
 - Katrina has been asked to be part of the group to provide feedback on potential legislation.

- d) Rosa Pagnillo-Lopez asked who submitted a bill. Katrina clarified that this is a white paper and not a bill.
 - e) Kevin Alexander asked who is involved in these conversations. Katrina mentioned that she is the only one involved in this conversation so far.
 - f) Mike Bradford asked for more information about the organization Alliance for Water Efficiency. Brian Caudill looked up the Alliance for Water Efficiency and shared their member trade associations and water utilities.
 - g) Katrina mentioned that:
 - It is considered appropriate for NEUAC's board members to request support, as the request submitted by Elizabeth Paulson from JEA with regards to PREAP.
 - No reciprocal memberships will be offered to Alliance for Water Efficiency, but NEUAC will be connected.
 - The focus is on the protection of LIHEAP funding.
 - Katrina is not aware of NEADA being part of the committee.
2. **Michael Bracy - Strategic Communications Network:**
- Michael represents the consulting group operating LIHEAP.org.
 - Identified the depth and scale on how NEUAC has grown, and found opportunity to create Strategic Communication Network, to create best practices:
 - Needs 6-12 organizations to talk about LIHEAP importance, and how the messages are shared with stakeholders.
 - 3-4 organizations have registered in the pilot for the first year.
 - Michael will circulate new documentations with more details on what the group is and what it is not.
 - Katrina mentioned that this group is separate from, but complementary to NEUAC, and NEUAC will be supportive of the project.
 - Michael Bracy explained that they are taking volunteers, ideally from all trades. The assumption is for non-profit and utilities, but not sure that this is for the public sector yet.
 - Michael: Ideally the project has sponsors and volunteers for those who don't have budget to approve.
 - Katrina: hope to see new approaches developed for outreach.
5. **Retirements:** Katrina asking for announcements for retirements.
- Liz Brister from Entergy retires January 1.
 - Celia Andrade from PACE retires at the end of 2024.
6. **Meeting adjourned**
- Motion to adjourn requested by Kim Campbell
 - Motion to adjourn made by Keelie Andringa
 - Motion was seconded by Marietta Doney
 - None opposed
 - Motion passed and meeting adjourned at 9:25 a.m.