



## 2020 NASCSP Annual Board of Directors Meeting

October 8, 2020

Virtual Via GoTo Webinar

**Board Present:** Beverly Buchanan, AR – President; Matt Fitzgerald, VA – Vice President; Robert Garber, MO – Treasurer; Melanie Sanford, MI – Secretary; Stuart Campbell, MD – CSBG Chair; Willie Fobbs, VA – Past President

Ditzah Wooden-Wade, MA CSBG Region I Rep; Josh Larose, VT WAP Region I Rep; Shelly Woda, WV CSBG Region II Rep; Mark Adams, WV WAP Region II Rep; Laura Saintey, TX CSBG Region III Rep; Gwen Howe, IA WAP Region III Rep; Karen Dunn, WA CSBG Region V Rep

Cassandra Norfleet-Johnson, CT CSBG Region I Alt; Karen Brooks, MD WAP Region I Alt; Rhoda Talley, AL CSBG Region II Alt; Trent Williams, AL WAP Region II Alt; Gayla Delgado NM CSBG Region III Alt; Scott Kuhn, KS WAP Region III Alt; Veronica Watson, IN CSBG Reg IV; Bruce Hagen, ND WAP Region IV Alt; Leslie Taylor, CA CSBG Region V Alt; Amanda Rains, WA WAP Region V Alt

**Absent:** Jeff Heino, WI – WAP Chair; Shawna Peña, WY CSBG Region IV Rep; Ryan Harry, CO WAP Region IV Rep; Brad Carpenter, UT Region V Rep

**NASCSP Staff Present:** Jenae Bjelland, Cindy Homol, Amy Klusmeier, Paige Milson, Hugh Poole, Maribeth Schneber-Rhemrev, Andrea Schroer

**Called to order 12:00—Beverly Buchanan**

### I. Call to Order – Welcome/Roll Call – Beverly Buchanan

The meeting was called to order at 12:00PM. Roll call was taken via the registration report in GoTo Webinar. Beverly reminded members that the board roster was included in the advance packet and that members should contact Cindy Homol with any edits.

Beverly thanked members for their service and assured them that they would be called upon to engage in many ways as board members. Though Bill Brand, Past President, was not on the call, Beverly applauded his work through the years as a board member.

Current Executive Committee of the Board: Beverly Buchanan, President; Matt Fitzgerald, Vice President; Robert Garber, Treasurer; Melanie Sanford, Secretary; Stuart Campbell, CSBG Program Chair; Jeff Heino, WAP Program Chair.

CSBG Rep/Alt elections were held in September: Ditzah Wooden-Wade Region I Rep; Cassandra Norfleet-Johnson Region II Alt; Shelly Woda Region II Rep; Rhonda Talley Region II Alt; Laura Saintey Region III Rep; Gayla Delgado Region III Alt; Shawna Peña Region IV Rep; Veronica Watson Region IV Alt; Karen Dunn Region V Rep; Leslie Taylor Region V Alt.

WAP Rep/Alt updates: Scott Kuhn Region III Alt; Ryan Harry Region IV Rep; Bruce Hagen Region IV Alt.

## II. Approval of the Minutes – Melanie Sanford

Minutes of the February 25, 2020 NASCSP Board of Directors Meeting were sent to board members in advance.

*Motion to accept the February 25, 2020 minutes: Gwen Howe (IA); Second: Ditzah Wooden-Wade (MA). Motion approved unanimously by voice vote.*

## III. Treasurer' Report – Robert Garber

Robert provided an analysis of the 2020 financial standing through August 30, 2020. Though the past few months have been challenging due to the economic impacts of COVID, NASCSP:

- Financial Report through August was sent in the meeting packet
  - Had cash reserves to cover 3 months of budgeted operating expenses. As of the August close out, there are cash reserves to cover 4.4 months.
  - Net assets, expected to be 20-25% of annual operating expenses, are at 24.1% as of August 31<sup>st</sup> are at 24.1%.
  - The asset to liability ratio (expected to be 1:1) is 3.3:1.
  - Revenue is down due to a pause in T/TA, expenses also down in relation.
  - There is a \$91,667 year to date loss that we expect will be turned around once virtual T/TA ramps up and COVID related expenses that can be charged to the CARES Supplemental are reallocated from NASCSP general funds.
  - CSBG and WAP grants are in good shape. The automatic one-year extension of CSBG grant will allow for a full spend down of that grant and the CSBG Supplemental will offer additional resources. The WAP grant will likely have resources after the grant expires.
- 2020 Proposed Budget was sent in the meeting packet. There were no questions and was no discussion.
- Membership dues invoices were mailed August 21<sup>st</sup> and are due December 31, 2020. Electronic copies will be sent to states that have not responded to the mailed invoice.
  - It was suggested that staff be more aggressive re: follow up.

*Motion to accept the Treasurer's Report: Willie Fobbs (VA); Second: Laura Saintey (MA). Motion approved unanimously by voice vote.*

## IV. Executive Director's Report – Jenae Bjelland

Thanked former board members and welcomed new. Expressed appreciation for Willie to stay active as the Past President.

- Inside the Beltway
  - ✓ **CSBG**
    - Working with Community Action partnership, ANCRT, CAPLAW and NCAF on CSBG CARES and CSBG Disaster reporting processes.
    - OCS sent a request to schedule two meetings to kick off Federal Fiscal Year (FFY) 2021 with the CSBG National T/TA partners. The focus of these meetings will be to discuss OCS's priorities and ways we can work together on the following: T/TA, joint planning opportunities, regular meetings to share updates, information,

feedback, and for the National T/TA partners to share ideas to build a stronger and even more effective collaboration in 2021.

- Request of the CSBG board to set up monthly meetings with Charisse similar to the WAP monthly meetings with Anna Maria.

✓ **WAP**

- Continue to work with. Funding Report with the Community Action Partnership, coordination with NCAF, the Partnership and NASCSP on Weatherization day activities. Discussions with NEUAC, NEADA, NASEO and other Energy Efficiency partners on the future of Weatherization, this is dependent in large part to what happens with the elections in November. We had a call this morning with Green for All on Weatherization.
- Continue to build DOE relationship.
- *"NASCSP has been nothing less than remarkable in helping Grantees navigate these challenges...We appreciate the efforts NASCSP has made to keep DOE informed about developments around the country, while also serving as a conduit for Grantees to share information and to learn from each other. This has been a commendable example of collaboration."* – EERE Assistant Secretary Daniel R Simmons.

• Legislative Report

✓ **WAP**

- NASCSP has kept the WAP Legislative Committee and membership informed about various House bills that are potential vehicles for WAP Reauthorization including the CLEAN Future Act (Jan. 2020), the Moving Forward Act (July 2020), and the Clean Energy and Jobs Innovation Act (Sept. 2020).
- The Energy and Water Bill contained an extra title for \$3 billion worth of stimulus funding for WAP and several WAP statutory changes that were NASCSP priorities.

✓ **CSBG**

- NASCSP continues to monitor the progress of NCAF's CSBG reauthorization efforts. The CSBG reauthorization has garnered over 150 co-sponsors, but it has not yet been introduced in the Senate. The clock will likely run out on reauthorization this year.
- NASCSP has developed informational materials assessing how the reauthorization bill could impact CSBG state offices. These materials could be useful in crafting NASCSP's own reauthorization bill for 2021 or working with NCAF to ensure NASCSP priorities are included in their bill.
- The Labor-HHS Bill contained a suggested increase of \$10 million for CSBG over FY 2020 (\$740 --> \$750 million). There was also relevant report language requiring OCS to report on the timeliness of States issuing CSBG funds to local agencies.

• 2021 Priorities

- ✓ First 100 days of the next administration.
- ✓ Enhancement of Virtual training and membership meetings. Planning and Action.

• Racial Equity Workgroup

- We will be asking for sign-on in the coming weeks via WAP e-news and CSBG digest.

- This workgroup will develop a workplan outlining goals, number of meetings, deliverables, etc.
- Developing a Racial Equity section on our membership portal to house all relevant information.
- Quarterly webinars to continue the conversation

## V. Program Highlights

- WAP – *Bruce Hagen*
  - Due to the Coronavirus pandemic our T&TA plans changed quickly! WAP staff have been grounded since March and quickly developed resources and a website for the WAP network in response to the production shutdown. Our top priority was doing everything we could to ensure WAP workers stayed employed while we couldn't enter homes. As noted in the board report, DOE appreciated the support we provided in data collection, input that assisted in drafting Memos and guidance documents, and distributing communications.
  - Legislative Developments – We saw several legislative proposals inclusive of WAP reauthorization and stimulus proposals, including most recently Chairwoman Marcy Kaptur's proposal that reflected many of our board priorities. At the conclusion of today's call Amy and Ian will provide an update for the WAP board members on our involvement in the most recent planning efforts for a potential change in administration.
  - Don't forget to celebrate weatherization day this year! We know the events won't be the same, but we included some suggestions for virtual activities in our updated toolkit. Please send any planned activities to Ian Gray so we can highlight those on social media add them to our summary report.
- CSBG – *Stuart Campbell*
  - NASCSP applied for and received the Performance Management and Technical Assistance (PMTA) grant. This award funds NASCSP to provide critical T/TA to states and CSBG networks on the Performance Management Framework and the CSBG Annual Report. \$750,000/year for three years.
  - NASCSP pivoted its training and technical assistance services to meet the rapidly evolving needs of administrators and their networks, including both training content and format. Although there was an initial decrease in T/TA requests due to event cancellations and postponements, NASCSP is seeing an increase in T/TA requests for the upcoming period.
  - NASCSP worked diligently this period to provide relevant support to state administrators as they worked to respond to the impacts of COVID-19 and implement the CSBG CARES Supplemental. NASCSP built tools and resources, facilitated state conversations and workgroups, held weekly meetings, and advocated for states to OCS as states responded to COVID-19 and its impacts and administered CSBG CARES Supplemental funds.
  - NASCSP supported states to complete major deliverables, including submission of the FFY19 CSBG Annual Report, State Plan, and CSBG CARES State Plans. NASCSP provided one-on-one T/TA, hosted webinars, and advocated on behalf of states with OCS.

*Motion to accept the Executive Director and Program Reports: Gwen Howe (IA); Second: Willie Fobbs (VA). Motion approved unanimously by voice vote.*

## **VI. New Business – Beverly Buchanan**

- 2021 NASCSP Winter Conference Status  
Currently we are holding a draft contract with the Crystal Gateway Marriott in Arlington, VA for the week of 3/8/2021. Based on feedback from the membership and discussion held at the board executive committee level, we'd like to ask for a motion to move the Winter Conference from in-person to virtual.

*Motion to move the 2021 Winter Conference to Virtual: Bruce Hagen (ND); Second: Laura Saintey (TX). Motion approved unanimously by voice vote.*

- 2021 NASCSP Annual Conference  
We are obligated for the week of 9/13/21 with the Amway Grand Plaza in Grand Rapids, MI. We were able to move the September 2020 to 2021 with no penalty. Should the board/membership decide that this, too, should be virtual, NASCSP will need to begin exploring the financial implication of cancelling that contract.

*Motion to move the 2021 Annual Conference to Virtual: Karen Brooks (MD); Second: Leslie Taylor (CA). Motion approved unanimously by voice vote.*

- What's next for this board?
  - Board Meeting: Thursday, November 12, 2020 | 2:00-4:00 PM ET | Webinar
  - Board Meeting: Thursday, December 10, 2020 | 2:00-4:00 PM ET | Webinar
- There will be a review of ad hoc committees and an opportunity to join a committee.

## **VII. Adjourn – Beverly Buchanan**

*Motion to adjourn: Stuart Campbell (MD); Second: Bruce Hagen. Motion approved unanimously by voice vote.*

**Adjourned at 1:04**

Respectfully submitted,



Melanie Sanford  
NASCSP Board Secretary