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**From:** Trotman, Pamela  
**Sent:** Thursday, October 21, 2010 7:48 AM  
**Subject:** LIEAB November Board Packet



*LIEAB Members:*

*As a reminder, the next meeting of the Low Income Energy Advisory Board is on Monday, November 1, from 1:30 to 3:30 p.m. at Berlin System Headquarters, 107 Selden Street, Berlin CT. The following documents are attached for your review:*

*Draft Agenda and October Meeting Minutes*

*Draft Cover Letter and Monthly LIHEAP/CEAP Update prepared by the Chair in consultation with the DSS to meet the request made by legislators at the September 22, 2010 public hearing.*

*Proposed Meeting Schedule for 2011*

*Utility Company MPP Report Template (not attached – separate pdf)*

*Please let me know if you are unable to attend.*

*Thanks*

*Pamela Trotman*

*Planning Specialist*

*Office of Policy and Management*

*450 Capitol Avenue*

*Hartford, CT 06106*

*860.418.6359*

**DRAFT  
Agenda**

**Low-Income Energy Advisory Board**

**Monday, November 1, 2010**

**1:30 p.m. - 3:30 p.m.**

**Berlin System Headquarters  
107 Selden Street  
Berlin CT**

- I. Welcome
- II. Approve Minutes of the September Minutes
- III. Chair's Report
  - a. Proposed Report Template-Utility Companies
  - b. Draft Report to the Legislature
- IV. Operation Fuel Update
- V. Utility Program Updates
- VI. DSS Report
  - Energy Programs
  - Weatherization Program
- VII. Other Business
- VIII. Next Meeting
  - a. December 6, at 1:30 p.m.
  - b. 2011 Meeting Schedule

**Draft**  
**Low-Income Energy Advisory Board Meeting**  
**Monday, September 13, 2010**  
**1:30 p.m.**  
**Berlin System Headquarters**

Attendees: Ray Wilson, Joanne Balaschak, Pamela Giannini, Tom O'Brien, Laura Gonzalez, Lindsay Parke, Edith Karsky, Tanya Barrett, Taren O'Connor, Mary Ellen Zang, Riddhi Patel, Joy Hollister, Jason Geddes, David Thomas, Patricia Wrice, and Stacy Gardner.

<b>Agenda Item</b>	<b>Action</b>
Welcome	Chair Ray Wilson convened the meeting at 1:35 p.m.
Approval of August Minutes	Lindsay Parke moved approval of the August meeting minutes and the motion was seconded by Edith Karsky. The minutes were approved on a voice vote.
Operation Fuel	Representatives from Operation Fuel reported on its 2009-2010 programs. Emergency Program- 2,477 households received case management services and 3,124 applications taken for a total of \$869,670 in grant payments. Off Season Program-816 applications, \$125,240 payments. Mission Program – 1,872 household received case management services and a total of \$1,136,750 grant payments made to 2,877 households. Summer Program – grant amount total of \$89,699 for 365 applicants. TANF Grant – for the period of August – September 2010 – grant amount of \$564,000 and 1,128 applications.
Utility Company Reports	<p>CNG: To date, a total of 18,007 customers enrolled on MPP during Phase I for a total of \$1,962,785.</p> <p>SCG: To date, a total of 14,197 customers enrolled on MPP during Phase I for a total of \$2,189,655.</p> <p>CL&amp;P: To date, a total of 17,779 customers enrolled in Phase I of the MPP for a total of \$3,732,591.</p> <p>YG: To date, a total of 18,229 customers enrolled</p>

	<p>in Phase I of the MPP for a total of \$1,748,814.</p> <p>UI: reported serving only 4 customers from early intake. DSS agreed to inform the community action agencies to begin sending commitment letters.</p> <p>The Chair will redistribute the monthly reporting template for comments from the utility companies. This will enable consistency among reporting data.</p>
<p>DSS Report</p>	<p>DSS reported on (CEAP, SAFA, and CHAP) through September 13, 2010: 12,722 applications taken, 6,596 eligible applicants; 3,526 denied and 2,600 applications pending certification.</p> <p>DSS reviewed the Caseload/Eligible Caseload Comparison charts thru September 13. The caseload comparison chart reviewed showed a -9.5% change in caseload from FFY 2009 to FFY 2010. Eligible Caseload Comparison chart showed a 16.6% change from FFY 2009 to FFY 2010.</p> <p>DSS reviewed the proposed 2011 LIHEAP Allocation Plan.</p> <p>ARRA Weatherization Program goal is to weatherize 7,500 units by March 2012. For the week of 8/16-9/15, the total number of units in the CT WRAP system for the week was 107- monthly minimum production goal is 309.</p>
<p>Next Meeting</p>	<p>The next meeting is scheduled for Monday, November 1. Meeting location to be determined.</p>



*Low Income Energy Advisory Board*

November 1, 2010

TO: Chairs, CoChairs, Ranking Members of Approps, E&T, and Human Services

RE: Status of Funding for CEAP

At the public hearing on September 22, 2010, a request was made by your committees to have the Low Income Energy Advisory Board (LIEAB) provide you with a monthly status on the available funding for the Connecticut Energy Assistance Program (CEAP).

As you know, the only source of funding for the CEAP is the federal Low Income Heating Energy Assistance Program (LIHEAP) block grant. Congress has yet to approve a federal budget for the federal fiscal year that started on October 1, 2010. Accordingly, the final appropriated level for the LIHEAP grants has not been established. The Department of Social Services (DSS) has estimated, based on the President's proposed budget a total allocation to Connecticut of \$61.5 million. This number is comprised of a base allocation of \$52.7 million and an estimate of \$8.8 million in contingency funds that could eventually be released. Until such time as a final federal budget is passed, this represents the proposed estimate of the new funding that Connecticut may have available to support the CEAP this coming winter.

In addition to this estimate of new funding, DSS has determined that there is a carry-forward of \$10.1 million in funding from last fiscal year. Thus, in total for the 2010/2011 winter season, there is a total potential of \$71.6 million in funding being projected.

Commitments under CEAP, as of 10/18/2010, total \$48.1 million. This number is based on the number of applications for assistance already processed and approved, mandatory set-asides for items such as administration and crisis benefits, and an estimate of commitments that are pending approval. Given this level of commitment, at this time there is an unobligated balance of \$23.5 million in the program remaining. The charts enclosed in this communication provide greater detail for these estimates.

This Board continues to be concerned that federal funding levels will be insufficient to provide the level of benefits that were approved for the 2010/2011 program year. The current federal Continuing Resolution funds LIHEAP at a \$3.3 billion dollar level, significantly below the level assumed in the approved LIHEAP Block Grant proposal. We are particularly concerned that the program may have to be "closed" early as federal funding (and the requisite cash flow) will not be known until well past the peak of the coming heating season. On behalf of the Board, I will be sending you monthly updates on the status of federal funding and CEAP approvals and/or expenditures.

Sincerely,

Raymond L. Wilson  
Chair

<b>2010/2011</b>				
<b>CONNECTICUT ENERGY ASSISTANCE PROGRAM (CEAP)</b>				
<b>CONTINGENCY HEATING ASSISTANCE PROGRAM (CHAP)</b>				
(Thru October 18, 2010)				
<b><u>AVAILABLE FUNDS*</u></b> <b><u>(Estimated)</u></b>				
LIHEAP Block Grant			\$	52,675,663
LIHEAP Contingency				8,792,838
LIHEAP Carry-Forward				<u>10,119,872</u>
<b>Total</b>			\$	<b>71,588,373</b>
<b><u>CEAP/CHAP OBLIGATIONS</u></b>				
Total Approvals			\$	15,453,315
Total Set Asides				27,831,200
Total Est. Approvals				<u>4,838,265</u>
<b>Total</b>			\$	<b>48,122,780</b>
<b><u>UNOBLIGATED BALANCE</u></b>			\$	<b>23,465,593</b>
<b><u>Footnotes</u></b>				
* - Available funds are based on estimated LIHEAP levels as proposed in the President's budget. Under that budget, \$2.51 billion is available for Block Grant allocations, \$790 million is available for emergency Contingency funds and \$2 billion in "trigger" funds.				
We estimate that we will receive \$52.7 million in Block Grant funds. In addition \$8.8 million in Contingency funds is estimated. We have now determined the final FFY 2010 carry-forward to be \$10.1 million. This gives us a total of \$71.6 million in estimated funds.				

LIEAB Members:

At our last meeting it was agreed that a proposed schedule for meeting dates in 2011 would be circulated prior to our next meeting (November 1<sup>st</sup>). The majority opinion was that it was not necessary for us to meet on a monthly basis. Approximately a year ago we adopted the schedule of meeting dates that we have tried to adhere to in 2010. Accordingly, I expect that at the November meeting we will similarly adopt a schedule of meeting dates for 2011.

Our current schedule is based on the 1<sup>st</sup> Monday in months when we have meetings. Keep in mind that the federal reporting months of January, April, July, and October present significant difficulties for DSS and OPM as there are time constraints imposed by the ARRA grants that must be met in those months. These constraints continue in 2011, and in some respects are increased as the ARRA-supported programs will likely be in “full swing” during this time period. One member has since made it known that this “1<sup>st</sup> Monday” approach does not work for their schedule. Please bear in mind that this group consists of 18 individuals; being able to accommodate everyone’s schedule all the time may be nearly an impossible task. However, in an attempt to find alternatives I am going to suggest two different approaches:

- We establish as the new “regular” day, the 2<sup>nd</sup> Wednesday of every other month. Thus the proposed meeting dates would be:
  - February 9, 2011
  - April 13, 2011
  - June 8, 2011
  - August 10, 2011
  - October 12, 2011
  - December 14, 2011

I admit that the choice of the 2<sup>nd</sup> Wednesday is somewhat arbitrary. I am not privy to all of your other “standing” commitments for which this may represent a conflict. I am open to an alternative suggestion provided we stay to Tuesday’s or Wednesday’s. DSS has indicated that by meeting on a Tuesday or Wednesday they can provide more timely information, and in advance of the meeting date – thus making our meeting more productive.

- An alternative approach is to meet on a fixed date each meeting month, for example the 10<sup>th</sup> or the 4<sup>th</sup>. Under this approach, the meeting dates would fall on different calendar days throughout the year. This approach would allow some who otherwise may have significant conflicts in their schedules to perhaps make some meetings throughout the year. If the fixed date fell on a weekend or holiday, we would schedule the meeting for the next business day. Under this scenario, if we were to choose the 10<sup>th</sup> of month, the schedule would be:
  - Thursday, February 10<sup>th</sup>
  - Monday, April 11<sup>th</sup>

- Friday, June 10<sup>th</sup>
- Wednesday, August 10<sup>th</sup>
- Tuesday, October 11<sup>th</sup>
- Monday, December 12<sup>th</sup>

I am also open to other fixed dates, although I recommend that we avoid “popular” dates such as the 1<sup>st</sup>, 5<sup>th</sup>, 15<sup>th</sup>, etc.

**Regardless of which of these approaches we take, I am recommending that we continue to meet in the afternoons – beginning at 1:30 PM.**

I would appreciate it if you communicate by email with Pam Trotman two things **prior** to our meeting on November 1<sup>st</sup>. First, please indicate which of the two proposals above you would be most in favor of and second, please indicate if you have an alternative to offer under either as has been suggested. A response to Pam before 10/27 would be helpful as we could compile the results and alternatives and send them out in advance of our meeting on the 1<sup>st</sup>.