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**DEPARTMENT OF
HEALTH AND HUMAN SERVICES**
DIVISION OF WELFARE AND SUPPORTIVE SERVICES
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Administrator

STATE OF NEVADA – DIVISION OF WELFARE AND SUPPORTIVE SERVICES

PUBLIC HEARING MEETING MINUTES

Low-Income Home Energy Assistance Program and the Energy Assistance and Conservation Program

Date: June 29, 2023

Time: 10:31 AM

1. **Call to Order Kelly Cantrelle, Deputy Administrator:** June 29, 2023 – 10:32 a.m.

2. **Introduction/Purpose: Kelly Cantrelle, Deputy Administrator**

Kelly Cantrelle: I am Kelly Cantrelle, Deputy Administrator for the Division of Welfare and Supportive Services for Field Operations Support. Today the Division of Welfare and Supportive Services has scheduled a Public Hearing to discuss the possible adoption of the proposed FY2024 Low-Income Home Energy Assistance Program (LIHEAP) and the Energy Assistance and Conservation State Plans, as indicated on the agenda.

The meeting was noticed in accordance with Nevada Open Meeting Law and posted at the locations listed on the agenda, as well as the Division's website and the State of Nevada Public Notices website.

- i. 1470 College Parkway, Carson City, NV 89706; Fisher Conference Room
- ii. 701 N. Rancho Drive, Las Vegas, NV 89106; Great Room

3. **General Public Comment: Kelly Cantrelle, Deputy Administrator**

Ms. Kelly Cantrelle explained that Item 2 on the agenda is for general public comment. No action may be taken upon a matter raised, until the matter has been specifically added to the agenda. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record.

- i. No public comments presented in person, telephonically, or virtually.

4. If there are no comments, Maria Wortman-Meshberger, Social Services Chief, Employment and Supportive Services will now present the Energy Assistance Program FY2024 LIHEAP State Plan changes.

5. **For possible action Agenda Items 3A: Maria Wortman-Meshberger, Social Services Chief, Employment and Supportive Services**

Maria Wortman-Meshberger explained the proposed changes for the Fiscal Year (FY) 2024 LIHEAP State Plan:

- i. The program year and other relevant dates will be updated throughout the document.
- ii. Minor text changes intended to clarify existing policy have been incorporated throughout the document.

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- iii. Under Section 1.9- Applicable form of countable information to determine a household's income eligibility for LIHEAP: changed to not include Temporary Assistance for Needy Families (TANF) benefits towards eligibility income.
- iv. Under Section 2.2- Do you have additional requirements for Heating Assistance?: changed the verification requirement when a utility bill is not in the applicant's name. The proposed verbiage is:
 - a. 2.2 (1) Identification of the applicant is required. If the utility bills are not in the applicant's name a statement from the individual named on the utility bill(s) with their address and phone number will be required. If the name on the utility bill is a property management company, a letter written by the property manager on the company's letterhead with their address and phone number will be required.
- v. Under Section 2.3- Check the appropriate boxes for the asset test, additional/differing eligibility policies and priority eligibility policies.: changed the eligibility requirement for renters living in subsidized/public housing with utilities included in the rent with an energy burden. The proposed verbiage is:
 - a. 2.3 (1) Renters living in subsidized/public housing where all utilities are included in the rent, and they are not billed separately for their energy cost are ineligible for an EAP benefit unless they have an energy burden.
- vi. Under Section 4.1 – Designate the income eligibility threshold used for the crisis component: changed to added Eligibility Guidelines DOE with an eligibility threshold of 200% of poverty to align the eligibility thresholds for the Weatherization Assistance Program.
- vii. Under Section 10.3- Describe any audit findings rising to the level of material weakness or reportable condition cited in the A-133 audits, Grantee monitoring assessments, inspector general reviews, or other government agency reviews of the LIHEAP agency from the most recently audited fiscal year: added the state audit findings and the action taken to resolve the finding.
- viii. Under Section 10.6- Explain or attach a copy of your local agency monitoring schedule and protocol: changed to include training staff as allowable staff to complete staff performance case reviews.

Tamera Saida, Weatherization Grants and Projects Analyst, from the Housing Division presented the proposed Weatherization Assistance Program changes to the FY2024 LIHEAP State Plan:

- i. Under Section 5.1 – Designate the income eligibility threshold used for the Weatherization component: changed to added Eligibility Guidelines DOE with an eligibility threshold of 200% of poverty to align the eligibility thresholds for the Weatherization Assistance Program.
- ii. Under Section 5.5 – Under what rules do you administer LIHEAP weatherization; Other: Describe: changed the eligibility threshold for the weatherization program. The proposed verbiage is:
 - a. Allowable countable income is based on DOE rules. DOE allows 200% of poverty therefore the eligibility threshold for LIHEAP households will be at or below 200% of the poverty level or the eligibility threshold determined by the DOE Secretary if a higher eligibility threshold is determined necessary. The DOE average cost per unit is not applicable because most projects require additional weatherization measures exceeding this limit. A figure of \$8,000 will be used.
- iii. Under Section 5.7- Do you have additional/differing eligibility for: change the eligibility to allow a multifamily building to be weatherized if households in at least 66% of the dwelling units in the building or 50% of the dwelling units in a building with less than 5 units meet the WAP eligibility requirements.

6. Agenda Item 3B: Public Comment: Kelly Cantrelle, Deputy Administrator:

Kelly Cantrelle: Item 3B on the agenda is for public comment regarding the proposed FY2024 LIHEAP State plan. No action may be taken upon a matter raised until the matter has been specifically added to the agenda. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record. Is there anyone physically, virtually, or on the phone who would like to speak regarding the adoption of this proposed amendment?

- i. No public comments presented in person, telephonically, or virtually.

7. Agenda Item 3C: Kelly Cantrelle, Deputy Administrator

If there are no comments, I will adopt the FY2024 LIHEAP State Plan, Agenda Item 3A, on behalf of the Director of the Department of Health and Human Services, effective July 1, 2023

8. Agenda Item 4A: Kelly Cantrelle, Deputy Administrator

Kelly Cantrelle: Maria Wortman-Meshberger, Social Services Chief, Employment and Supportive Services will now present the Energy Assistance Program FY2024 Nevada Fund for Energy Assistance and Conservation State Plan changes.

Maria Wortman-Meshberger explained the proposed changes for the FY2024 Nevada Fund for Energy Assistance and Conservation State Plan:

- i. The program year and other relevant dates will be updated throughout the document.
- ii. Minor text changes intended to clarify existing policy have been incorporated throughout the document.
- iii. Under Section 8 Client Eligibility: changed the verification requirement when a utility bill is not in the applicant's name and allow applicants living in subsidized housing with an energy burden to potentially be eligible for the program. The proposed verbiage is:
 - a. 8.1.4 c. - Identification of the applicant is required. If the utility bills are not in the applicant's name a statement from the individual named on the utility bill(s) with their address and phone number will be required. If the name on the utility bill is a property management company, a letter written by the property manager on the company's letterhead with their address and phone number will be required. Hardship exception may be approved by the Chief of Employment and Support Services.
 - b. 8.1.7 -Households residing in subsidized housing, as defined in Section 2.39, are excluded from receiving energy assistance unless they have an energy burden.

Tamera Saida, Weatherization Grants and Projects Analyst, from the Housing Division presented the proposed Weatherization Assistance Program changes to the Nevada Fund for Energy Assistance and Conservation State Plan.

There are no additional changes to the FY2024 Nevada Fund for Energy Assistance and Conservation State Plan for Weatherization.

9. Agenda Item 4B: Public Comment: Kelly Cantrelle, Deputy Administrator:

Kelly Cantrelle: Item 4B on the agenda is for public comment on the proposed FY2024 Nevada Fund for Energy Assistance and Conservation State Plan. No action may be taken upon a matter raised until the matter has been specifically added to the agenda. Comments are limited to 3 minutes. I will ask that all callers/speakers please state and spell your name clearly for the record. Is there anyone physically, virtually, or on the phone who would like to speak regarding the adoption of this proposed amendment?

- i. No public comments presented in person, telephonically or virtually.

10. Agenda Item 4C: Kelly Cantrelle, Deputy Administrator

Kelly Cantrelle: If there are no comments, I will adopt the FY2024 Nevada Fund for Energy Assistance and Conservation State Plan, Item 4A on the agenda, on behalf of the Director of the Department of Health and Human Services, effective July 1, 2024.

Ms. Kelly Cantrelle indicated that if there were no other public comments, the hearing would be closed.

Meeting adjourned at approximately 10:46 a.m.

Minutes submitted by: Trenton Sheesley, Executive Assistant, Division of Welfare and Supportive Services.