



# Louisiana Housing Finance Agency

**WAP Max Special Committee Meeting Minutes  
Board of Commissioners  
Louisiana Housing Finance Agency**

**Thursday, May 21, 2009  
2415 Quail Drive  
V. Jean Butler Board Room  
Baton Rouge, LA 70808  
9:30AM**

**Members Present**

BOC Energy Committee Chair Katie Anderson  
LHFA President Milton Bailey  
LHFA Energy Program Administrator Charlette Minor  
DNR Representative Robert Benoit  
LWC Representative Johnny Riley

**Members Absent**

None

**Legal Counsel Present**

Edselle Keith Cunningham, Jr.

**Staff Present**

Barry E. Brooks  
Jatis Harrington  
Costa Araujo  
Angela King  
Costa Araujo  
Darlene Okammor

**Others Present**

See Sign-In Sheet Attachment

### **CALL TO ORDER**

BOC Energy Committee Chair Katie Anderson called the meeting to order at 9:35am; Board Coordinator Barry Brooks did the roll call; a quorum was established. Next there was an introduction of guests.

### **SELECTION OF CHAIRMAN**

BOC Energy Assistance Committee Chair Katie Anderson began the meeting advising everyone in attendance that the gathering was for organizational purposes and that there would be an opportunity for public comments thereof.

LHFA President Milton Bailey offered a motion for the Selection of the Special Committee (SC) Chair.

President Bailey nominated Katie Anderson as SC Chair; he was seconded by LHFA Energy Program Administrator Charlette Minor. Since there were no other nominations for SC Chair, President Bailey moved the nominations thereof be closed, and was seconded by PA Ms. Minor.

Via a Vote Call, Ms. Anderson was elected SC Chair with a 4-0 unanimous decision.

### **CHAIRMAN'S DISCUSSION**

SC Chair Anderson briefly went over the history on the formation of the WAP Max Special Committee. Additionally, she read verbatim the Resolution from the May 13, 2009 LHFA Full Board of Commissioners Meeting.

In particular, she noted that the SC would be comprised of the Chair of the Energy Committee of the LHFA Board, the LHFA President, the LHFA Program Administrator over the Energy Programs, a representative from the Department of Natural Resources, and a representative from the Louisiana Workforce Commission.

Additionally, she also advised everyone that the SC would subject to all public meeting provisions and would notify the LHFA BOC as well as post any and all decisions on the LHFA website as least 24 hours before any decision(s) shall become effective.

Also, it was noted by Chair Anderson that should any one member of the LHFA BOC object to any decision(s) made by the WAP Max SC, the Committee would thereafter reconvene to resolve the objection(s) or to refer said matter(s) to the Full BOC for consideration.

She reiterated to everyone that the goal of the present meeting was organizational in nature with an opportunity for public comments subject to a two (2) minute timeframe per speaker.

It was also requested that there be no discussions related to RFI's or any individual contract(s) or vendor solicitation(s) thereof, but that comments need to be strictly related to items denoted in the Agenda.

Thereafter, PA Charlette Minor presented a WAP Max Overview via a PowerPoint presentation. It was advised that said PowerPoint materials would be available for public use immediately concluding the presentation thereof.

Ms. Minor briefly discussed, but not limited, to the following items in her presentation: an overview of the WAP, WAP Express, La. WAP Max (AARA), Federal/State regulatory parameters, DOE requirements, noted that the Program must be completed in 18 months, that 40% of the funds would be allocated after submission of the State Plan, there are set-aside funds (10% of total allocations) for administrative costs, remaining 50% of funds would be released after a DOE audit was performed, and that full and comprehensive reporting would be done to the Governor's Office via the AARA Taskforce.

### **PUBLIC COMMENTS**

Chair Anderson then opened the floor for public comments.

Among the speakers were:

Wallace Sibley, Executive Director of Quad-Area CAA (read from a prepared statement)

Stephanie Schulte, Quad-Area CAA (read from a prepared statement)

Brace Godfrey, counsel for LACAP (inquired on training, audit, waiting list, and call center parameters)

Dorothy Oliver, LaSalle CAA (noted her organization was ready to expand their scope of services)

Jane Killen, LACAP (noted her organization has state of the art training facilities)

John Thibodaux (inaudible) – (advocated long term job needs of young workers in Louisiana and requested a matching of vendor capacities)

Roger Kahao, Harmony (discussed employment opportunities, requested SC sub-contract more aspects of the program particular in the administrative areas)

Elmitra Franklin, St Mary's CAA (advocated the experience of the Agencies involved be fully considered and requested pre-meeting with potential vendors)

Anne Gossinger, LED (noted that May 21<sup>st</sup> was Entrepreneur Day at the Legislature at the Capitol, suggested coupling technical training with business training to build capacity of La. Small Business groups, and the need for policies to enhance the use of small businesses)

Liana McGowan, Rebuilding Together New Orleans (requested individual capacity of sub-grantees be considered, and that there be a post 3-years plan to encourage future long term employment)

Brian Warren, Southern University (requested that bio-histories of parties concerned be posted on the internet for public viewing)

William Lewis, United Minority Contractors of Louisiana (requested inclusion in the training and that there be full disclosure of all information on the internet for public viewing)

Andrea Arnold, Extreme Insulations (noted the diversity of well trained and experts contractors in Louisiana and their current availability)

Public Comments ended at 10:15am after there were no further requests thereof from the audience.

Chair Anderson and President Bailey thanked everyone for their comments and requested that all prepared and/or written comments be submitted to the Chair for inclusion on the record.

### **COMMITTEE DISCUSSION**

Chair Anderson stressed to everyone the transparency of the SC and the ultimate Goal of the Program being job creation and the weatherization of the maximum number of homes.

Additionally, she advised that simply because LHFA was listed as the Administrator of the Program that some administrative parameters would be contracted to others outside of the Agency. She also noted that a concerted effort would be made to utilize private labor in coordination with LWC whenever possible. And, she reiterated that all information regarding the Program would be available on the internet for public viewing.

DNR Representative Robert Benoit requested additional information on the Program and advised the Committee that he needed more time to decipher and digest the bulk of materials and information that he had been recently presented with regarding the Program. He also noted for the record that he had been appointed by Secretary Scott Angelle as the Department of Natural Resources designee on the Committee.

LWC Representative Johnny Riley noted he had been appointed by Executive Director Tim Barfield as the Louisiana Workforce Commission designee on the Committee.

LHFA Staff Attorney Keith Cunningham went over the Public and Open Meeting Law(s) of the Committee. He noted that the Agency would post any meeting notices within 24 hours of said meeting date/time. However, he did advise everyone that the SC did not have any pre-set nor specified meeting dates or parameters thereof. He also noted that any documents thereof would be subject to the Public Records Law(s).

### NEXT STEPS

Chair Anderson noted that the SC would try to set up a series of timelines so that everyone would be able to follow the progress of the Program. Additionally, the next meeting would include a discussion of Priority Items and Specific Goal Setting.

She advised that she would try to reconvene the SC within the next two (2) weeks. Notification thereof would be sent out to everyone once a date and time has been decided.

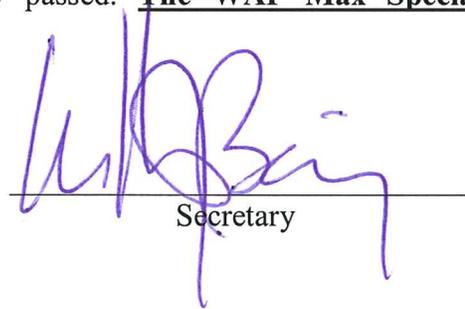
### OTHER BUSINESS

None

### ADJOURNMENT

There being no other matters to discuss, LHFA President Bailey offered a motion for adjournment that was seconded by LWC Representative Riley. There being no further discussion or opposition, the matter was unanimously passed. **The WAP Max Special Committee Meeting adjourned at 10:25am.**

  
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Chairman

  
\_\_\_\_\_  
Secretary