



**Energy Efficiency Subcommittee**  
**Meeting Minutes**  
 November 24, 2020  
 1:00pm – 2:30pm

Facilitator:	Susan Cervantes		
Meeting Attendees:	Aaron Estrada, Anne Armstrong, Brett Little, Brianne Robach, Emily Madsen, Erin Donnelly, James Geisen, John Mitchell, Kacey Ramones, Kristen Goodman, Laura St. Louis, Maddie Strom, Marc Foerster, Monica Light, Montoya Briggs, Samarhia Giffel, Sherrie Gillespie, Susan Cervantes, Tom Oosterbaan, Wende Randall <i>(List may not be complete- please contact Brianne if you were on the call but are not listed here.)</i>		
Time Convened:	1:03	Time Adjourned:	2:35

<b>Introductions</b>	
<b>Review of Minutes</b>	<b>From October 27, 2020</b>
Discussion	
Amendments	None
<b>Theory of Change</b>	
Discussion	
<p>ENTF recently completed strategic plan and identified 4 areas of focus to enact system change. The Energy Efficiency subcommittee will be developing a theory of change which will roll into a theory of change for ENTf as a whole. This theory of change will allow partner organizations and the community to see how daily work fits in with ENTf’s work towards systems change.</p> <p>Staff developed a draft TOC which lists the activities of organizations, conditions needed for the activities to function effectively, and the activities of the ENTf subcommittee to work to ensure that those conditions are met. ENTf subcommittee agency activities include assessment, referral, SER application, payment assistant, home utility efficiency audit, self-sufficiency planning, and weatherization. All lead to the outcome of stable utility accounts</p> <p>Staff will continue to work on flushing out language for activities, conditions, and activities. And will begin to think about what it would look like to track whether are making an impact. If you have thoughts or suggestions, please connect with Wende, Emily, or Brianne</p>	
<b>Messaging and Outreach</b>	
Discussion	
<p>As we move into colder months, it is important for folks to be proactive in reaching out for help to avoid shut-offs. The group discussed potential language for messaging.</p> <p>Suggestions:</p> <ul style="list-style-type: none"> <li>- “Don’t wait until it’s too late!” and share information on how long the process takes. Utility hear all the time that customers have to have a shut off message to seek assistance.</li> <li>- Folks may get into crisis mode and are unsure of where to reach out. Remember to inform 2-1-1 with information around any changes so that they can share correct information with community members.</li> <li>- MPSC in collaboration with DHHS could try to put together an infographic with timeline and next steps for SER and MEAP. <b>Wende and Anne connect on infographic.</b></li> <li>- Want to ensure that information is getting to the correct folks, is there a strategy we can develop on how to get the information out. <b>Brianne, Wende, and Sam connect on communication strategies.</b></li> </ul>	



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<ul style="list-style-type: none"> <li>- ENTF staff will bring strategies back to group for feedback.</li> <li>- As an organization, consider next steps for sharing once receive the tools.</li> </ul>	
<b>Coalition to Keep Michigan Warm Updates</b>	
Discussion	
<p>During the November meeting they had a presentation from Pennsylvania Utility Coalition around affordability and providing assistance. Anne and Wende to send powerpoint and recording if available. <a href="#">Play recording</a> (Recording password: QkUgKvE2)</p>	
<b>MEAP Updates</b>	
Discussion	
<p>KCCA: started taking applications for 2021 program year, guidelines are the same.          MPSC: agencies should have received funding. They are watching the situation closely with COVID and economic conditions as they want to be able to respond quickly to ensure folks can keep heat running and lights on.</p>	
<b>COVID-19 Updates</b>	
Discussion	
<p>Salvation Army: all services are contactless and most staff are working from home. Phone applications only for utilities</p> <p>KCHD has masks available for distribution for community residents.</p> <p>KCCA: has Coronavirus Relief Funds available through December 30:</p> <ul style="list-style-type: none"> <li>- For funds for water and sewer to mitigate spread of COVID, connect with KCCA. 200% FPL or below.</li> <li>- Digital Divide grant – working with internal and external customers for devices and broadband.</li> </ul> <p>In addition, KCCA has funds for water arrearages for City of Grand Rapids residents and for homeless prevention and utility assistance. They also have masks, PPE for shelter providers, and shelf stable food boxes, hygiene kits, and senior food kits. Call KCCA to access any of these services.</p> <p>DHHS: FAP allotment approved for November. Applications continue to be available in lobby for folks who do not have access to phone or internet. Appointments can be scheduled if needed.</p>	
<b>Agency Updates</b>	
Discussion	
<p>Senior Neighbors – has funds available so increasing the amount that they are able to provide to folks age 60 and older. Send referrals to Senior Neighbors</p> <p>Green Homes Institute had a certified project under their grant with LINC UP  <a href="https://grbj.com/news/sustainability/linc-up-earns-lead-silver-certification-on-single-family-home/">https://grbj.com/news/sustainability/linc-up-earns-lead-silver-certification-on-single-family-home/</a></p> <p>Walk for Warmth – the team is discussing what a virtual walk may look like. More information will be shared once it is available.</p> <p><b>There will not be a December meeting due to the holiday season.</b></p>	