



COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734)222-6850
FAX (734)222-6715

M E M O R A N D U M

TO: Jeff Irwin, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trenda Rusher
Executive Director, ETCS

DATE: July 7, 2005

SUBJECT: Ratification of the County Administrator's signature on the 2005 Michigan Public Service Commission (MPSC)/Michigan Community Action Agency Association (MCAAA) Weatherization Client Education Program Application.

Board Action Requested:

Employment Training and Community Services (ETCS) is requesting the ratification of the County Administrator's signature on the 2005 MPSC/MCAAA Weatherization/Client Education Program Application to the Michigan Community Action Agency Association in the amount of \$25,936 for the program period of June 1, 2005 to August 31, 2005; approval of the budget; authorization the County Administrator to sign delegate and lease contracts.

Background:

ETCS has been the administrator and operator of the Weatherization Program in Washtenaw County since 1975 and has been serving low-income residents throughout Washtenaw County since the program's inception.

Discussion:

ETCS has received an allocation of \$25,936 from the Michigan Community Action Agency Association (MCAAA) to complete approximately five (5) weatherization units and conduct 2 energy education classes. The weatherization program provides services to eligible Washtenaw County residents, which include outreach and intake services, pre-inspection of the home, blower door, health and safety, furnace assessment, refrigerator replacements (homeowners only), post-inspection of the home,

and consumer education on how to keep the home weatherized and energy-saving. Licensed and approved county contractors provide procurement of weatherization material, window and furnace installations, furnace and carbon dioxide (CO) testing for eligible Washtenaw County residents, and caulking to increase the energy efficiency of the home.

The program will allow ETCS to conduct energy education classes to eligible Washtenaw County residents. ETCS plans to serve between 40 to 50 customers.

For attending the energy education classes, customers will receive the following:

- Monetary incentive of \$100 towards their utility bill
- Energy education kits which may include compact fluorescent lights, water saving shower heads, temperature gauges and other innovative items.

Continuous leveraging of funds with other programs, including the Low-Income Home Energy Assistance Program (LIHEAP), the Community Development Block Grant (CDBG) Program allows for delivery and support of a comprehensive program.

Eligibility for the MPSC/MCAAA Weatherization/Client Education Program is income-based. Eligible residents must have an income at or below two hundred (200) percent of poverty level.

Impact on Human Resources:

The requested board action has no impact on Washtenaw County positions, personnel, policies or procedures.

Impact on Budget:

The total program allocation for the 2005 MPSC/MCAAA Weatherization/Client Education Program is \$25,936. No county funds are required.

Impact on Indirect Costs:

There are no indirect costs associated with this budget.

Impact on Other County Departments or Outside Agencies:

The requested board action has no impact on other county departments or outside agencies.

Conformity to County Policies:

This matter has been reviewed by the County Administrator's Office, Corporation Counsel, the Washtenaw County Community Action Board, Finance Department, and the Ways and Means Committee. The requested board action is in conformity with County policies.

Attachments/Appendices:

FY 2005 MPSC/MCAAA Weatherization Client Education Program Application
FY 2005 MPSC/MCAAA Weatherization Client Education Budget

A RESOLUTION RATIFYING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE 2005 MPSC/WEATHERIZATION CLIENT EDUCATION APPLICATION TO THE MICHIGAN COMMUNITY ACTION AGENCY ASSOCIATION (MCAAA) IN THE AMOUNT OF \$25,936 FOR THE PERIOD OF JUNE 1, 2005 THROUGH AUGUST 31, 2005 FOR EMPLOYMENT TRAINING AND COMMUNITY SERVICES (ETCS); AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET; AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

July 6, 2005

WHEREAS, ETCS has prepared the 2005 MPSC/Weatherization Client Education Program application in accordance with the Michigan Community Action Agency Association requirements; and

WHEREAS, ETCS has been the administrator and operator of the Weatherization Program since its inception within Washtenaw County in 1975; and

WHEREAS, the Weatherization Program exists to serve low-income homeowners and renters with services that improve the energy-efficiency and safety of their homes through the installation of extra insulation, weather-stripping, caulking, furnace inspection, and small repairs, client education; and

WHEREAS, the 2005 MPSC/Weatherization Client Education Program allows ETCS to serve an approximate five (5) additional weatherization customers and up to fifty (50) customers in its energy education classes;

WHEREAS, ETCS provide services through outreach and intake services, pre-inspection of homes, blower-door, health and safety, furnace assessment, consumer education on how to conserve energy, and post-inspection of homes; and

WHEREAS, this matter has been reviewed by the Washtenaw County Community Action Board, the County Administrator's Office, the offices of Finance, Human Resources, and Corporation Counsel.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Administrator's signature on the Application with the Michigan Community Action Agency Association for the 2005 MPSC/Weatherization Client Education Program in the amount of \$25,936 for the period of June 1, 2005 through August 31, 2005 as on file with the County Clerk's Office.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorizing the Administrator to sign the Notice of Grant Award;
2. Approving the budget as attached hereto and made a part thereof
3. Authorizing the Administrator to sign delegate contracts upon the review and approval of Corporation Counsel to be filed with the County Clerk's Office.

Chart of Accounts / Budget
 Fund #2680 - MPSC/MCAAA Weatherization & Client Education
 Period from 6/1/05 to 8/31/05
 (prepared 6/8/05)

<u>Bus Unit</u>	<u>Obj</u>	<u>Sub Obj</u>	<u>Object Name</u>	<u>Sub Obj Name</u>	<u>Amount</u>
2680049480	54010		State Grant Funds		25,936
2680049480	80750		Allocated Costs		7,901
2680049480	80760		Direct Costs		6,182
2680049480	80780		Contractual Services		11,853
2680049480	99620		CSBG Transfer		25,936