



LIHEAP Regional Training Meeting  
Henry Jackson Federal Building  
915 2<sup>nd</sup> Avenue, Seattle, WA 98174

## Agenda

### Tuesday, April 22 – Morning Session

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**8:30am – 9:00 am**

**Morning Plenary**

Welcome and Introduction from OCS and NEADA

**Speaker:**      **Lauren Christopher**, Office of Community Services

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**9:00 am – 9:45 am**

**Model Plan in OLDC**

OCS will discuss the process and requirements for submitting LIHEAP Detail Model Plan through the On-Line Data Collection system. Online submission of the model plans will be required for all grantees beginning with the FY 2015 annual application.

**Speaker:**      **Yuliya Rzad**, Administration for Children and Families

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**9:45 am – 10:30 am**

**Life-threatening Crises**

The LIHEAP statute requires grantees to make a distinction between crises and life-threatening crises, responding to them in 48 hours and 18 hours, respectively. In this session, attendees will hear from colleagues about their definitions for these two situations, their response strategies, and how they track and monitor response times.

**Moderator:**   **Mike Winton**, Office of Community Services

**Speakers:**    **Mike Winton**, Office of Community Services

**Sheri Shepherd**, Montana Dept. of Public Health and Human Services

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**Break 10:30 am – 10:45 am**

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**10:45 am – 11:30 am**

**Roles and Responsibilities of LIHEAP Grantees**

LIHEAP grantees have certain roles that should not be delegated to subgrantees or other agencies. This session will discuss the role of the State or Tribal LIHEAP office, including best practices in monitoring and how they can ensure consistency among subgrantees.

**Speaker:**      **Josh Cover**, Administration for Children and Families

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**11:30 am – 12:15 pm**

**American Community Survey Tabulation**

OCS will present the new custom tabulation of LIHEAP income-eligible households for states and tribes based on the American Community Survey.

**Speaker:**      **Yuliya Rzad**, Administration for Children and Families

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**Lunch 12:15 pm – 1:45 pm**

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**Tuesday, April 22 – Afternoon Session**

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**1:45 pm – 2:45 pm**

**Coordination of Resources**

Many LIHEAP grantees supplement LIHEAP dollars with other federal, state, and local resources. Learn how your colleagues are coordinating multiple sources of funding to provide a full spectrum of energy assistance to low-income families.

**Moderator:** **Josh Cover**, Office of Community Services

**Speakers:** **Aggie Berens**, Colorado Department of Human Services  
**Andrea Davis**, Cow Creek Band of Umpqua Tribe of Indians

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**Break 2:45 pm – 3:00 pm**

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**3:00 pm – 4:00 pm**

**Changes to Social Security Administration Services Provided at Local Offices**

The Social Security Administration is discontinuing the provision of print outs of benefit letters and evidence of social security numbers at its local offices. Discuss intake strategies for dealing with these changes and learn about online resources to help clients obtain the information they need quickly.

**Moderator:** **Josh Cover**, Office of Community Services

**Speakers:** **Breyan Foltz**, Social Security Administration  
**Michael Webb**, Social Security Administration

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**4:00 pm – 4:45 pm**

**Open Q&A**

OCS staff will host an open forum for grantees to get clarification on federal LIHEAP policies, best practices and any other program-related questions.

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**Wednesday, April 23 – State and Tribe Breakout Session**

<b>State Track Room # 3090 (30<sup>th</sup> Floor)</b>		<b>Tribal Track Auditorium (4<sup>th</sup> Floor)</b>
<b>8:30 am – 9:15 am</b>	<p><b>Overview of Performance Measures</b> APPRISE will provide an overview of the current proposed performance measures.</p> <p><b>Moderator: Lauren Christopher, OCS</b> <b>Speaker: Melissa Torgerson, APPRISE</b></p>	<p><b>LIHEAP 101</b> The National Center for Appropriate Technology (NCAT) will provide newer Tribal LIHEAP directors, staff and administrators with an overview of LIHEAP regulations and requirements. This session will also serve as a great refresher for experienced program personnel.</p> <p><b>Moderator: Mike Winton, OCS</b> <b>Speaker: Kay Joslin, NCAT</b></p>
<b>9:15 am – 10:00 am</b>	<p><b>How to Interpret Performance Measures</b> APPRISE will provide an overview of the data elements required for reporting on proposed Performance Measures. This includes concrete strategies for data collection.</p> <p><b>Moderator: Lauren Christopher, OCS</b> <b>Speaker: Melissa Torgerson, APPRISE</b></p>	<p><b>Obligation of Funds and Carryover</b> OCS staff will present a review of LIHEAP funds obligation rules and how they impact the Carryover and Reallotment Report. Discussion topics will include the difference between obligation and expenditure and what procedures can be implemented to ensure the amount of grant funds carried forward is correct, within the required limits and is accurately reported.</p> <p><b>Speaker: Josephine Rago-Adia, OCS</b></p>
<b>Break 10:00 am – 10:15 am</b>		
<b>10:15 am – 12:30 pm</b>	<p><b>Performance Measures Timeline</b> APPRISE will present a “Performance Measures Checklist” which outlines next steps grantees can take to prepare for LIHEAP Performance Measurement. This includes an overview of best practices and examples from various states.</p> <p><b>Moderator: Lauren Christopher, OCS</b> <b>Speaker: Melissa Torgerson, APPRISE</b></p>	<p><b>Roundtable Conversations</b> Tribal grantees will be broken up into groups, to share experiences running LIHEAP and learn from fellow administrators.</p> <p><b>Hosts:</b> <b>Josh Cover, OCS</b> <b>Mike Winton, OCS</b> <b>Debby Tennyson, NEADA</b> <b>Christine Celentano, NEADA</b></p>

**Lunch 12:30 pm – 2:00 pm**



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**Wednesday, April 23 – Afternoon Joint Session**

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**2:00 pm – 2:45 pm**

**Elements of a State-Tribe Agreements**

Both states and tribes can benefit from a formal negotiated agreements that govern allocation of funds and lay out programmatic coordination. OCS will provide an overview of the recommended elements that should be in every state-tribe agreement.

**Moderator:** Yuliya Rzad, Office of Community Services

**Speakers:** Yuliya Rzad, Office of Community Services  
Anita Taylor, Tana0na Chiefs Conference

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**2:45 pm – 3:30 pm**

**Data Sharing and Preventing Duplication of Services**

States and tribes must take steps to avoid providing LIHEAP benefits to the same clients. Hear from grantees about how they have worked with their counterparts to share information and prevent duplication of services.

**Speaker:** Yuliya Rzad, Office of Community Services

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**Break 3:30 pm – 3:45 pm**

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**3:45 pm – 4:30 pm**

**Responding to the Propane Crisis**

Low-income families are particularly vulnerable to price fluctuations in energy markets. OCS speakers will discuss how the current propane crisis developed and how grantees are responding. Grantee speakers will discuss planning strategies for reducing the impact of unexpected fuel crises.

**Moderator:** Josh Cover, Office of Community Services

**Speakers:** Lauren Christopher, Office of Community Services  
Brenda Ilg, Wyoming Department of Family Services

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