



LIHEAP Regional Training Meeting
Richard Bolling Federal Building | 601 E. 12th Street, Kansas City, MO 64106

Agenda

Monday, June 16 – Morning Session

7:30 am – 8:00 am **Registration**

8:00 am – 8:30 am **Plenary Session**
Welcome and Introduction from OCS

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

8:30 am – 9:15 am **Model Plan in OLDC**
OCS will discuss the process and requirements for submitting LIHEAP Detailed 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**, Office of Community Services

9:15 am – 10:00 am **Responding to the Propane Crisis**
OCS staff will discuss how last winter's propane crisis developed and will be followed by two LIHEAP grantees from the Midwest that will discuss their state's response to the crisis.

Moderator: **Josephine Rago-Adia**, Office of Community Services
Speakers: **Lauren Christopher**, Office of Community Services
Barbara Klug-Siejga, Wisconsin Department of Administration
Heather Jones, Missouri Department of Social Services

Break 10:00 am – 10:15 am

10:15 am – 11:00 am **Roles and Responsibilities of LIHEAP Offices**
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: **Lauren Christopher**, Office of Community Services

11:00 am – 11:45 am **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: **Mike Winton**, Office of Community Services
Speakers: **Jewell Colbert**, Social Security Administration
Michelle Palmer, Social Security Administration

Lunch 11:45 am – 1:00 pm



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Monday, June 16 – Afternoon Breakout Sessions

	State Track Room	Tribal Track Café Conference Room (Ground Floor)
1:00 pm – 1:45 pm	<p>Overview of Performance Measures APPRISE will provide an overview of the current proposed performance measures and data elements required for reporting.</p> <p>Moderator: Lauren Christopher, OCS Speaker: Melissa Torgerson, APPRISE</p>	<p>LIHEAP 101 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>Moderator: Mike Winton, OCS Speakers: Sherry Vogel, NCAT Travis McAdam, NCAT</p>
1:45 pm – 2:30 pm	<p>How to Interpret Performance Measures APPRISE will discuss how to interpret the data each grantee will generate in reporting performance measures and how to use that data to affect state LIHEAP policies.</p> <p>Moderator: Lauren Christopher, OCS Speaker: Melissa Torgerson, APPRISE</p>	<p>Obligation of Funds and Carryover OCS staff will present a review of LIHEAP funds obligation rules and how they impact the Carryover and Reallotment Report.</p> <p>Speaker: Josephine Rago-Adia, OCS</p>
Break 2:30 pm - 2:45 pm		
2:45 pm – 4:45 pm	<p>2:45 pm – 4:45pm Performance Measures Timeline This session will present an overview of concrete next steps that grantees will need to take in order to prepare for performance measures data collection and reporting.</p> <p>Moderator: Lauren Christopher, OCS Speaker: Melissa Torgerson, APPRISE</p>	<p>2:45 pm – 3:30pm 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.</p> <p>Speaker: Yuliya Rzad, OCS</p> <p>3:30 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.</p>



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8:30am – 10:30am

Roundtable Conversations

Tribal grantees will be broken up into groups, to share experiences running LIHEAP and learn from fellow administrators.

Break 10:30 – 10:45

10:45 am – 11:30 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 OCS speakers on how grantees should define these two situations, their response strategies, and how they track and monitor response times.

Speaker: Mike Winton, Office of Community Services

11:30 am – 12:15 pm

Elements of a State-Tribe Agreement

Both states and tribes can benefit from 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: Josephine Rago-Adia, Office of Community Services

Speakers: Yuliya Rzad, Office of Community Services
Patrick Strickland, Lumbee Tribe of North Carolina

Lunch 12:15 pm – 1:45 pm

1:45 pm – 2:30 pm

Completing the SF-424 in OLDC as Part of the Model Plan

OCS staff will review the requirements of the newly implemented Standard Form 424, the LIHEAP plan cover sheet. The new form will be demonstrated in OLDC and be provided to all participants on paper to follow along.

Speaker: Yuliya Rzad, Office of Community Services

Break 2:30 pm – 2:45 pm

2:45 pm – 4:15pm

Workshop: Completing the New Model Plan

OCS staff will lead participants through completing the new LIHEAP model plan. Participants will have the opportunity to complete the plan on paper, ask questions about new content, and review their responses with OCS staff.

Workshop Leader: Yuliya Rzad, Office of Community Services

4:15 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.
