

**CLEAR-WIN Advisory Council**  
**October 13<sup>th</sup> 2010**

1) Participants:

- Members Present: Sam Churchill, Anita Weinberg, Connie Sullinger, ChaNell Marshall, John Bartlett, Dale Clarkson, LaTrice Porter-Thomas, Michael Scobey, Nick Peneff, Amy Zimmerman, Kert McAfee, Patrick MacRoy, Claudia Bodley, Mary Burns, Steve Brooks, Barbara Brooks

2) Review of minutes

- Poverty level for eligibility for grant
- 80 or 180 %
- 80% of median income based on median area income (set by HUD)
- **Families making up to 80% of median income based on Chicago income for Chicago (not Peoria) will be eligible for a grant**
  - Sam will look at various criteria to determine median income (single, multifamily homes)
- Discussion was that this would be primarily a grant program
- Agree with the rest of minutes as presented

3) Presentation of Peoria's program (Dale)

- See attached slides
- Discussion
  - What code do they use?
  - Why do you charge 200 dollars for test?
    - Using a private lab and contractors were willing to pay for quick returns
  - How are you tracking low income families?
    - Peoria goes in for a couple of years to follow and check who is living there
  - Administrative ability to fix hazards that aren't from windows?
    - Contractors might want to do a test before the work is done
    - Some of the old houses have so much dust in the floors it's hard to completely remove the hazards
  - If moisture is present they have to fix it before the lead is abated
    - There might be homes where we say there are too many major components to deal with before the windows
    - A plan should be in place for dealing with unforeseen costs
      - 10-15% contingency pot to deal with unforeseen problems
- Peoria has 18 certified lead abaters

4) Presentation of CNT's programs (ChaNell)

- Think tank focused on sustainability
  - Natural resources, transit and community development, energy and climate
- CNT Energy
  - Building energy efficiency
  - Smart grid development
  - Energy planning
  - Implementation agency for Chicago Retrofit wrap-up
    - Increase the amount of retrofitting going on in Illinois
    - Spur job creating
    - Improving energy efficiency of a home
    - How can they help more homes that have multiple problems/hazards
  - Whole Homes project
    - Signed up homeowners and renters
    - Barriers: renters and property owners

- Some efforts can be done by homeowner—others with support from CNT Energy
    - Incentive to participate (\$50)
    - Community Investment Corporation
    - Low-income pilot project
  - Energy Savers
  - Energy audit and fits
  - Recruited at Realtors, Apt Association and CIC meetings
- Discussion
  - Difference between weatherization and retrofitting?
    - Weatherization doesn't list window replacements as a high priority
  - Where will CLEAR-WIN fit in?
    - Independent program
    - General building efficiency work
    - Applying to do a Green and Healthy Homes project, hopefully will be used to leverage CLEAR-WIN funds
      - Ability to leverage funds will be important
      - Should address this in the evaluation
      - Make sure we can account for CLEAR-WIN funding in each unit, besides the other funds leveraged
- CNT has 20 lead abaters that they work with

#### 5) Housekeeping

- Membership forms
  - To Jen
- Ethics review
  - Sam hasn't received information yet

#### 6) RRP

- Company must be registered
  - \$300 for 5 years
  - Company is registered through EPA website also
  - Certified company has to hire a certified renovator
  - Use website to find certified contractors
  - Recertification every 3 years, half day training for half the cost
  - Find a State program through NCHH
    - In Illinois you need to be an EPA certified provider as well as an IDPH approved provider
    - Training supersedes the HUD training
      - Different because everyone on site must receive training
  - CLEAR-WIN will do RRP
  - RRP allows renovator to train the rest of staff
    - Site specific—procedures for the day
    - HUD must have all employees trained though 8 hour training
    - Language barriers might exist for day-of training
    - Administrative agency will have to change on site if HUD dollars are being leveraged (might need to train everyone in order to use HUD dollars)
    - Should be the same for Chicago and Peoria
    - September 30<sup>th</sup>: contractors must have been registered (EPA criteria); receive training by December 31<sup>st</sup>
- If you have training out of a training facility, staff is more prepared
  - Permanent facility is a plus for communities, especially if you're establishing a workforce in the community
    - Host RRP trainings in the community through CLEAR-WIN?

- Definitely a possibility, if there is a community need, CLEAR-WIN permits the training
- Weatherization training
  - Can we collaborative with weatherization (incorporate training)
    - Stop confusing people
    - Make it more efficient
- Window installation training
  - Window manufacturers
    - Some will come out and service windows after the installation (Marvin)
    - Might be a point in picking a manufacturer
  - Community approach vs. commercial
    - Someone that is a part of the training who they already know
    - 3 instructors: main, hands on, person known in the community
      - Mentoring program for workers might be useful
    - Learning how to do window renovation takes a week, maybe 2
      - EPA course needs reinforcement (after the 8 hours) anyway
- IDPH RFP: part of it includes on-site training
  - If the workers on the site are not also certified renovators, then the certified renovator must train the other staff on site, above and beyond the window manufacturers training that is already done.

## 7) Maintenance Standards

- Discussion of minutes
  - Use visual assessments
  - Landlords must sign off on standards
- Clearance
  - Only have to do the work area
  - Should be able to sample any part of the house where work has been done
  - Different then the standards—this is specified in other areas of CLEAR-WIN besides the standard
  - Clearance will be discussed at the Council level in later discussions
- Any maintenance must be RRP but there aren't standards for cleaning dust, maintaining the household
  - Here is what we expect for landlords and homeowners
  - We recommend that you dust, mop, etc
  - How do you assess compliance?
    - Visually you can tell whether areas are clean
- Standards are an educational tool and RRP techniques should be use for any additional work in the house.
  - Terms for repayment include whether work has been done on the house in the last 5 years
- Enter and check needs written notification
- What are they maintaining? Just windows?
  - Can CLEAR-WIN be used to regulate other areas
- Requirement that they maintain the paint so it's not chipping
  - Verify through visual inspection by agencies
  - Use Peoria/CNT if there is a problem
- It's advisable to go in as a risk assessor and do a visual inspection with the possibility of post-tests for evidence if grant repayment is needed
  - If post swiping is required, need to ensure that clearance tests have been done, and dust swipe should only be done if they see something
  - What is the obligation after the window replacement is done? If they didn't take care of it and they are obligated, turns into a resource issue
  - If we scare owners away through regular inspections, we raise the barriers

- Standards are required in the legislation
  - Simplify with cleaning recommendations
    - Easy, simple recommendations to clean their property
    - If there is cause to stop in, then we do so
    - Gives us a mechanism to get back the money if need be
- There have been efforts in other states to have property maintenance standards, try to focus on what we tell property owners they should be doing in terms of periodic inspections
  - Create systems where property owners have incentives to look for cracking or chipping paint, we expect you to look for these hazards before new tenants move in. Encourage tenants to report chipping, ensure that owners will fix the hazards in some period of time
    - Vermont, New Jersey
  - Allowances if visual check shows cause for concern (15 days to repair before repayment, etc)
  - Owner of the property provide semi-annual inspection and keep a record of the inspection (annually or upon property turnover)
    - Create a form or checklist for routine maintenance checks
- Clearance is done after RRP is done. If clearance fails, then a lead abatement contractor must be hired, or a waiver can be provided for another contractor
- **HMS Committee should take this discussion into consideration and come back with recommendations**

#### 8) Update from Sam

- Program managers for CLEAR-WIN submitted to the Governors office
- Its possible that IDPH will be able to establish a contract with delegate agencies this calendar year
- Recruitment, application, etc
  - See attached
    - Madison: specific information is straightforward
    - Get the Lead Out
    - Two examples of what we can use for priorities in selection criteria
    - Next meeting: Are the answers weighted? What are we looking for when we look at these application? Who are we targeting?
  - Initial thoughts:
    - Pre-78
    - Income eligibility
    - Prioritize original windows versus just older windows replaced at some point?
    - All windows? Or just ones that have hazards? (It is a prevention standard, so we can assume that all windows have lead)
  - Possibilities of selection criteria (to be discussed at the next meeting):
    - Number of units in a building (size)
    - Stationary vs. fixed windows
    - Identified problem with the window?
    - Replace all windows?
    - High risk families
    - Possibility of existing code violations
    - Alternative means of mitigation
    - Rule in or rule out
    - Weighting the age of the house
    - Foreclosed properties
    - Geographical location
- Evaluation
  - Jeff Gordan evaluation

- Cost of windows
- How they went in
- Cost for installing
- Specs for the windows
- Intake process
- Median income (intake forms)
- Where hazards are located, average XRF readings
- Dave Jacobs
  - Looking at breaking silos between energy and lead
  - Comparison study with New York
  - Effectiveness study of windows
  - How to deal with different state standards and getting into homes for evaluation
  - Inform further and future work in terms of window replacement

#### 9) Next Steps

- Meeting: Monday November 15<sup>th</sup> 9 to 2