

# COUNTY OF EL DORADO

## HEALTH & HUMAN SERVICES

## INTEROFFICE MEMORANDUM

Don Ashton, M.P.A.  
Director



September 17, 2014

TO: Supervisor Norma Santiago, Chair  
Supervisor Ron Mikulaco  
Supervisor Shiva Frentzen  
Supervisor Brian Veerkamp  
Supervisor Ron Briggs

FROM: Don Ashton, Director   
Health & Human Services Agency

SUBJECT: SEVERE WEATHER ENERGY ASSISTANCE AND TRANSPORTATION SERVICES (SWEATS)

The Low-Income Energy Program (LIHEAP) is a federal program that provides assistance to eligible low-income households to manage and meet their immediate home heating and/or cooling needs. The El Dorado County LIHEAP Program offers several kinds of services to help low-income households meet their home energy needs. These services include: The Home Energy Assistance Program (HEAP), Energy Crisis Intervention Program (ECIP), LIHEAP Weatherization, and energy budget counseling.

As part of the HEAP Program, LIHEAP offers Severe Weather Energy Assistance and Transportation Services (SWEATS). The intent of SWEATS is to address the energy related emergency needs of low-income households affected by a natural disaster. SWEATS is to be used as temporary and interim during an emergency situation to alleviate health hazard conditions for households experiencing severe hardships.

In order for households to qualify for SWEATS assistance, households must be experiencing an energy-related emergency as a direct result of a natural disaster and must qualify under Community Services Division's LIHEAP income guidelines.

As a result of the King Fire, HHSA staff submitted a request to the California Department of Community Services and Development to implement the SWEATS program. As identified in the attached document, the request was to assist in the energy-related emergency needs of low-income households living in El Dorado County affected by the King Fire. Services to be provided include utility assistance, temporary housing services, transportation services and temporary heating and cooling appliances. Shelter expenses shall be limited to a maximum of five days per eligible household. In addition, agencies may also provide coats, blankets, and sleeping bags as tangible benefits to keep people warm.

HHSA has established a process in which families impacted by the King Fire can contact the Community Services Division at 530-621-3150. Community Services Division staff will then verify the individual or family resides in an area that has been evacuated, either voluntarily or involuntarily, by the fire, and then work with the HHSA Eligibility and Income Maintenance staff to verify income requirements.

As a result, I am requesting approval from the Board to allow the HHSA Chief Fiscal Officer and Fiscal Staff Services Manager to utilize their County issued P-Card to pay for hotel rooms for up to five days per eligible household upon receiving written verification from Community Services Division staff that the individual or household meets criteria, with the understanding the County will be reimbursed for these costs at a later date.

Please let me know if you have any questions or need additional information.

Attachment

- c. Chief Administrative Office  
Clerk of the Board  
Auditor-Controller



**SWEATS IMPLEMENTATION FORM**

Contractor: El Dorado County Health & Human Services Agency			Contract Number: 14B-5007
Prepared By (Print Name/Title): Star Walker Program Coordinator	E-mail Address: star.walker@edcgov.us	Telephone Number: 530-621-6255	Fax Number: 530-295-2581

**Nature of the Emergency:**

To assist in the energy-related emergency needs of low income-households living in El Dorado County affected by the King Fire. The King fire is currently 50 percent contained and threatening numerous households and communities. There is no estimate containment date.

**Dates of Activation:** 9/16/14

**Service Start Date:** 9/16/14      **Service End Date:** TBD

- Services to be provided:**
1. Utility Assistance
  2. Temporary Housing Services
  3. Transportation Services
  4. Temporary Heating and Cooling Appliances
  5. \_\_\_\_\_
  6. \_\_\_\_\_
  7. \_\_\_\_\_

*\*Reminder - CSD must be notified the next business day after an agency activation of SWEATS for a non-declared emergency*



Donald Ashton &lt;don.ashton@edcgov.us&gt;

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**Fwd: SWEATS**

1 message

**Lori Walker** <lori.walker@edcgov.us>

Wed, Sep 17, 2014 at 9:44 AM

To: Donald Ashton &lt;don.ashton@edcgov.us&gt;

Cc: Janet Walker-Conroy &lt;jan.wconroy@edcgov.us&gt;, Alexis Zoss &lt;alexis.zoss@edcgov.us&gt;, Star Walker &lt;star.walker@edcgov.us&gt;

Hi Don,

We received approval from the State to activate Severe Weather Energy Assistance and Transportation Services (SWEATS). This is the program Star is managing. In working with her, she estimated \$30K in funds to provide housing assistance will be sufficient. We have additional funds, but I would recommend assessing the situation as it progresses.

Even though the funding covers transportation, Star said she is not recommending utilizing those services at this time. Per the SWEATS policy, the temporary shelter service is available for people within the evacuation areas that meet low-income eligibility. Temporary shelter includes hotels, apartments or other living situations when homes have been destroyed or damaged, ie. placing people in settings to preserve health and safety and to move them away from the energy crisis situation.

Shelter expenses shall be limited to a maximum of 5 days per eligible household. Agencies may also provide coats, blankets, and sleeping bags as tangible benefits to keep individuals warm.

To process claims in fiscal, we will need verification that the client is affected by the evacuation as well as receipts for hotels, etc. Karen and I both have PCards that could be utilized for hotel use if necessary.

Star would be able to give you the program steps needed to clients eligibility and receive benefits, but from a fiscal standpoint, we just need verification and receipts.

Thanks,  
Lori

----- Forwarded message -----

From: **Yvonne Kollings** <yvonne.kollings@edcgov.us>

Date: Wed, Sep 17, 2014 at 9:06 AM

Subject: Fwd: SWEATS

To: Lori Walker &lt;lori.walker@edcgov.us&gt;, Germaine Marino &lt;germaine.marino@edcgov.us&gt;, Jose Martinez &lt;jose.martinez@edcgov.us&gt;, Karen Coleman &lt;karen.coleman@edcgov.us&gt;, Ramona Diaz &lt;ramona.diaz@edcgov.us&gt;

Please see below.

Yvonne Kollings  
Staff Services Manager  
El Dorado County  
Health and Human Services Agency  
(530) 295-6917  
yvonne.kollings@edcgov.us

----- Forwarded message -----

From: **Michelle Hunter** <michelle.hunter@edcgov.us>  
Date: Wed, Sep 17, 2014 at 8:58 AM  
Subject: Fwd: SWEATS  
To: Yvonne Kollings <yvonne.kollings@edcgov.us>

Here is CSD's acceptance of our activation request.

----- Forwarded message -----

From: **Esposito, Patsy@CSD** <Patsy.Esposito@csd.ca.gov>  
Date: Wed, Sep 17, 2014 at 8:44 AM  
Subject: RE: SWEATS  
To: Michelle Hunter <michelle.hunter@edcgov.us>  
Cc: Star Walker <star.walker@edcgov.us>

Good morning Michelle,

CSD has received your SWEATS activation form, and accepts it.

Please follow the plan and if you need to do anything more than what is outlined you will need to send me an adjusted form.

Good luck to you and the community that is affected by this disaster.

*Patsy Esposito*

*Program Analyst*

*Department of Community Services and Development*

*(916) 576-7140*

**From:** Michelle Hunter [mailto:michelle.hunter@edcgov.us]  
**Sent:** Tuesday, September 16, 2014 4:08 PM  
**To:** Esposito, Patsy@CSD  
**Subject:** SWEATS

Hi Patsy:

I believe Star sent you the SWEATS activation form. Does CSD send us an approval? How do we know if we can activate it or not? Thank you.

--

Michelle Hunter



Program Manager I

Health and Human Services Agency

El Dorado County

(voice) 530-621-6161

(fax) 530-295-2581

michelle.hunter@edcgov.us

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Thank you.

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Michelle Hunter  
Program Manager I  
Health and Human Services Agency  
El Dorado County  
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michelle.hunter@edcgov.us

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Thank you.

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Lori Walker, CPA  
Chief Fiscal Officer  
El Dorado County Health and Human Services Agency

3057 Briw Road, Suite B  
Placerville, CA 95667  
Office - (530) 295-6907  
Fax - (530) 295-2580

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