

DATE: July 24, 2015

TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, TA Directors, SNAP Directors,
HEAP Coordinators, WMS Coordinators, Staff
Development Coordinators, Financial Directors

FROM: Phyllis D. Morris, Deputy Commissioner, Center for Employment and
Economic Supports

SUBJECT: Temporary Cessation of System Generated CNS Notices to Shelter, Fuel and/or
Utility Vendors

EFFECTIVE DATE: Immediately

CONTACT PERSON: TA Program Questions: TA Bureau at 1-800-343-8859, ext. 4-9344

The purpose of this GIS is to inform Social Services Districts (SSDs) that the following four system-generated CNS notices: Fuel/Utility Vendor Initiation, Fuel/Utility Vendor Termination, Shelter Vendor Initiation, and Shelter Vendor Termination, were not produced beginning June 21, 2015. These notices are expected to be produced for opening and closing transactions completed July 23, 2015, and later in SSDs that have chosen to utilize these notices.

SSDs have the option under CNS to provide shelter vendors and fuel/utility vendors with a system-generated letter that informs vendors that a TA recipient's indirect shelter, fuel and/or utility payments are initiated or terminated. These notices are prompted by district settings to be automatically generated at case opening and closing.

SSDs which utilize these notices should evaluate how the temporary cessation in notice production may have affected their cases and take appropriate action.

For information on the criteria which prompt these notices, please see Attachment II of the WMS/CNS Coordinator Letter dated July 10, 2003, and chapter IV, section I of the TA Energy Manual.

For more information on terminating indirect payments to energy providers see GIS 04 TA/DC022.