

Health and Human Services Board Meeting

August 22, 2014

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The Buncombe County Health and Human Services Board met for its meeting on August 22, 2014 at 12:00 p.m. In attendance were:

- Health and Human Services Board Members: Bill McElrath, Chairperson, Susanne Swanger, Terry VanDuyn, Dr. Richard Oliver, Don Locke, Winnie Ziegler, Stephanie Kiser, Jennifer Wehe, Ed Coryell, Sharon West, Paul Endry, Candice Thul, as well as Mandy Stone, Health and Human Services Director and Michael Frue, County Attorney.
- Buncombe County HHST staff: Jim Holland, Rich Munger, Lee Crayton, Brian Bell, Tim Love, and Karan Smith, Christina McEntee, Rachael Nygaard, George Anderson, Rob Morrell, John Hudson,
- Health and Human Services staff: Angie Pittman, Phillip Hardin, Lisa Eby, Gibbie Harris, Katie Swanson, Kelli Buckner, Jennifer Mullendore, Linda Tettambel, Nelle Gregory, Stacey Wood, Dawn Warren, Becky Kessel Ben Atkins and Samantha Little Amanda Poole, Leigh Anderson, Gaylen Ehrlichman, Tammy Shook, Kevin Turner, Mick McGuire, Katie Swanson, Patricia Wallin.
- Expert Panel Members: David Thompson, Buncombe County Schools; Lieutenant Kevin Calhoun, Sheriff Dept; and Retired Judge Rebecca Knight.

MEETING TO ORDER

Bill McElrath, Health and Human Services Board Chairperson called the meeting to order at 12:00 p.m.

ACTION ITEMS

- The Board reviewed the August 22, 2014 Board agenda. Chair Bill McElrath made a motion that we switch order of agenda items 4) FY14-15 Financial Update and 5. Community Threat Assessment Community Experts Panel. Board member Winnie Ziegler moved that the Board agenda be approved with the changes. Richard Oliver Board member seconded the motion and the vote was unanimous in approval.
- The Chairperson asked if any Board member had any known conflict of interest or appearance of conflict with respect to any matter coming before the Board and none were stated.
- The Board reviewed the July 25, 2014 Board minutes. Board member Don Locke motioned that the minutes be approved as presented. Board member Winnie Ziegler seconded the motion and the vote was unanimous in approval.
- A copy of the August 22, 2014 board agenda and July 25, 2014 minutes are attached and made a part of these minutes.

COMMUNITY THREAT ASSESMENT PANEL

- A presentation by a panel consisting of Judge Rebecca Knight; Angie Pittman, Social Work Director; BCSD Lieutenant Kevin Calhoun; Lisa Eby, HR Director; David Thompson, Director of Student Services for Buncombe County Schools and Rich Munger, Planner Evaluator on Human Services Support Team.
- Lisa Eby presented a PowerPoint which is attached and made a part of these minutes.
- The Board worked in small groups to complete a community threat assessment simulation.

BUDGET FY14 FINANCIALS

- Jim Holland spoke on FY14 Financials. We met on budget on expenditure and revenue side for DSS and for public health.
- The audit is still in processed and has not been closed.
- FY15 we are only one month into fiscal year and 8% in and right on target. The financials and PAR are attached and made a part of these minutes

ADVISORY COMMITTEE REPORTS

- Economic Services Advisory -Phillip Hardin, Economic Services Director presented to the Board the LIEAP Outreach Plan for approval. Board Vice Chair Suzanne Swanger made the motion to approve as presented and Richard Oliver seconded the motion. The vote was unanimous in approval. The LIEAP Outreach Plan is attached and made a part of these minutes.
- Public Health Advisory - The following administrative policies were provided to the Board of Health and Human Services on 8/15/14 for review, 1000.47- Writing/Revising Policies & Procedures; 1000.56- Observing Laws & Regs Public Health; 1000.57- Media/Public Request for Information; 1000.74A-Smoke Free Ed/Enforcement; 1000.97- Adjudication Policy; 1000.92- Rabies Exposure Treatment Plan. Public Health Advisory Council Chair Don Locke provided an overview of the policies presented to the Board. Board member Don Locke motioned that the policies be approved as presented. Board member Richard Oliver seconded the motion and the vote was unanimous in approval. All plans are attached and made a part of these minutes.
- Social Work Advisory - no report was given.
- Community Advisory - no report was given.

DIRECTOR'S REPORT

- County's early retirement plan. Mandy recognized those HHS employees who to date have taken early retirement.
- Legislative impact on Health and Human Services Briefing Summary. Handout attached.

CHAIRS REPORT AND ADJOURNMENT

- Chairperson McElrath then advised he would entertain a motion to adjourn. Board member Winnie Ziegler moved that the meeting be adjourned at 1:34 p.m. Board member Don Locke seconded the motion and the vote was unanimous approval.

Minutes read and approved this ____ day of _____, 2014.

William E. McElrath
Health and Human Services
Board Chairperson

Amanda L. Stone
Executive Secretary to the Board