

Buncombe County NC - Home and Community Care Block Grant (HCCBG) Advisory Committee

Meeting Minutes

Date: Wednesday 7/27/2022

Time: 3:30 pm

Location: In person at Land of Sky Regional Council, 339 New Leicester Hwy., Asheville, NC 28806, and ZOOM

Attendees		
Dan Beerman	Suzanne Booth	Rebecca Hartz
Eileen McMinn (zoom)	Susan Schiemer	Meg White (zoom)
Greg Zornes		
Jennifer Teague (staff)	LeeAnne Tucker (staff)	Zack Schmitt (staff)

Not in attendance: Dan and Rebecca

- I. Welcome
 - a. Approve or Revise Agenda

- II. Review of FYE 2022:
 - a. HCCBG Units of Service Report
 - i. Reviewed reports and final spending, noted that the agenda allocation was inaccurate. Final allocation to providers provided in attachments and is an accurate accounting of the funding allocated titled as "FYE 2022 HCCBG Final Relinquished and Reallocated"
 - ii. Discussed historical funding levels.
 - b. BCSAF Report – no reallocation needed

- III. Council on Aging – Corrective Action Plan
 - a. Zack provided an update on monitoring and the letter sent by Council on Aging in response to the Corrective Action Plan
 - i. Zack will be reviewing documents for compliance regarding Housing and Home Improvement
 - ii. Jen and Zack will be completing the monitoring for In Home Aide prior to September 9
 - b. Question for Committee – Should the monitoring reports be sent to the organizations' Board Chair?
 - i. Susan asked the question.
 - ii. Greg made a motion to begin sending the monitoring reports to board chair. Suzanne 2nd. Motion passes unanimously
 - iii. Zack will send an email to all providers asking for the name and email of their board chair.
 - iv. LeeAnne suggested adding Board Chair name and email address to the application going forward.

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- IV. Looking to next funding cycle.
 - a. Reviewed the list of site visits (provided in the attachments and titled as Provider List for Site Visits HCCBG 2023)
 - b. Discussion of the visits, questions and organizational consideration
 - i. Who does the committee want to meet with? Suggestion of limiting 2-3 people per organization based on who is the best to represent the organization.
 - ii. Susan asked that committee members review the draft questions and finalize the questions at the next meeting.
 - c. Any changes to the grant application? – Equity Section
- V. Determine Action Items and Next Steps
 - a. Next month's meeting agenda:
 - i. Review the getting to know you list of questions for visits
 - ii. Review the grant application
- VI. Susan adjourned the meeting