

The Buncombe County Health and Human Services Board met for its meeting on July 26, 2013 at 12:00 p.m. In attendance were Health and Human Services Board Members Bill McElrath, Chair; Frank Castelblanco, Stephanie Kiser, Terry VanDuyn, Don Locke, Ken Putnam, Rick Elingburg, Sharon West as well as Mandy Stone, Health and Human Services Director. In attendance were Buncombe County HSST staff Jim Holland, Lisa Eby, Karan Smith, Julie Montanea, and Rich Munger. Health and Human Services staff present was Angie Pittman, Gibbie Harris, Nelle Gregory, Amy Davis, Ben Atkins, Becky Kessel, Linda Tettambel and Christa Lance.

### **MEETING TO ORDER**

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

### **ACTION ITEMS**

- There was not a quorum present and the Board could not approve the July 26, 2013 board agenda and the June 28, 2013 board minutes.
- The Chairman 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.
- A copy of the June 28, 2013 agenda and May 24, 2013 minutes are attached and made a part of these minutes.

### **BUDGET FY13 FINANCIALS**

Jim Holland explained to the Board that the year-end financials will not be closed out until the end of this month so no Financials were presented.

### **HHS BOARD ORIENTATION ON PUBLIC HEALTH ROLES AND RESPONSIBILITIES**

Gibbie Harris, Health Director held an orientation for members of the HHS Board that covered the roles, legal responsibilities, guidelines and expectations of the board members dictated by public health general statute. A repeat session was held on August 9<sup>th</sup> for those unable to attend (see attendance sheets). Each participant received a copy of the PowerPoint presentation. Budget and Board handbook was reviewed at the October/November 2012 HHS Board meetings. This PowerPoint is attached and made a part of these minutes.

### **DIRECTOR'S REPORT**

Mandy Stone spoke to the Board concerning the filing of the delegation of Director duties. She then spoke about the advisory committees.

### **CHAIRS REPORT AND ADJOURNMENT**

Chairperson McElrath then advised he would entertain a motion to adjourn. Board member Don Locke moved that the meeting be adjourned at 1:05p.m. Board member Ken Putnam seconded the motion and the vote was unanimous approval.

Buncombe County Health and Human Services Board Meeting

July 26, 2013

Page 2 of 2

Minutes read and approved this \_\_\_\_ day of \_\_\_\_\_, 2013.

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Health and Human Services  
Board Chairperson

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Amanda L. Stone  
Executive Secretary to the Board