

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

Meeting Minutes

Date: Wednesday 10/26/2022

Time: 3:30 pm

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

Invitees		
Dan Beerman (V)	Suzanne Booth (IP)	Rebecca Hartz (V)
Eileen McMinn	Susan Schiemer (IP)	Meg White (V)*
Greg Zornes (IP)		Billie Breeden (IP)
Jennifer Teague (V)	LeeAnne Tucker (V)	Zack Schmitt (IP)

V = Virtual

IP = In Person

* = Meg White was on the call, but was intermittent

Not in attendance: Eileen McMinn

- I. 3:30-3:35 Welcome
 - a. Approve or Revise Agenda
 - i. There were no additions to the Agenda.
 - b. Approve or Revise Meeting Minutes – August & September
 - i. There were no revisions to the Meeting Minutes.
 - ii. Motion made by Greg Zornes to approve the Meeting Minutes, seconded by Susan Schiemer. Motion carried.

- II. 3:35-3:40 Bylaws update
 - a. Members terms
 - i. There were no changes to the bylaws. Buncombe County took over the HCCBG Funding on July 1st, 2020. Committee Members started their terms for serving on the Committee new again. There are still open spots for new Committee Members.
 - b. Area Agency on Aging Staff as Committee Member
 - i. After research about the practice in other counties, decision not to have Zack appointed and instead he will remain a liaison to the committee in his role at Land of Sky. There is not a conflict of interest.

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III. 3:40-3:50 Review of September 2022:

a. Units of Service Report

- i. The report was viewed. Concerns were raised about the Institutional Respite Program (COA) and the Group Respite Program (MountainCare) not having spent any of the funding. For the Institutional Respite Program, Rachel Miller is building the program, doing intakes, and hopes to submit billing in the second quarter. For the Group Respite Program, this program is slowly building back up after Covid. There is funding for the program through private pay.
- ii. Questions were asked about overspending and underspending the funding. Overspending the funding may reflect need in the community. There is no guarantee that if a provider spends over 1/12 of the funding each month that they will get more money. Halfway through the fiscal year (January), providers are asked about relinquishing underspent funding. Funding is reallocated after the third quarter. Also, there is ebb and flow for spending the funds (e.g., tax season for On Track). The HCCBG Committee will keep an eye on high and low end of the allocations.
- iii. Jen will get an update from COA on the capped limits for IHA (Levels I, II, and III).

b. Buncombe County Supplemental Aging Funds (BCSAF) Report

- i. The report was reviewed.

IV. 3:50-4:15 Discuss Possible Application Revisions

- i. Revisions to include:
 - a. Add provider's board chair as a contact person - name and email
 - b. Remove question 6 on Equity under Program Proposal
- ii. The current section on DEIA will be maintained. However, there were two suggestions on how to revise question 3 on Action: 1) for new providers ask them about their goals for DEIA and for current providers ask them what progress they have made on their DEIA goals; and 2) trim as much as possible and keep it succinct by asking all providers - Tell us what you would like us to know about your DEIA efforts.
- iii. Currently, there are no BIPOC organizations funded nor are there are BIPOC Committee Members. The HCCBG Committee will work on this and reach out to the BIPOC community (churches, BIPOC organizations, Urban News, etc.) about funding programs for people over 60.
- iv. Jen, Susan, and Zack will make changes to the budget on the application to simplify.

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- V. 4:15-4:25 “Meet & Greet” Visits
 - a. Feedback on recent visits
 - i. The visits will be discussed at the next meeting due to time constraints.
 - b. Mountain Mobility and MAHEC member availability for visits in November
 - i. Susan will send an email about the dates/times of these Meet and Greet Visits to see if any Committee Members are available.

- VI. 4:25-4:30 Determine Action Items and Next Steps
 - a. Jen, Zack, and Susan will work on simplifying the budget in the application.
 - b. Susan will make changes to the application.
 - c. Billie will send out a summary of the End of Year Progress Reports.
 - d. Due to the Thanksgiving holiday, it was decided to have the next meeting on Wednesday, November 16, at 3:30 pm. Susan will send out an email.