

The Buncombe County Health and Human Services Board met on May 27, 2016 at 12:00 p.m. In attendance were:

- Health and Human Services Board Members: Susanne Swanger, Vice-Chair; Dr. Paul Endry, Stephanie Kiser, Terry VanDuyn, Candrice Thul, Dr. Ed Coryell, Terry Van Duyn, Rick Elingburg, Frank Castelblanco, Ken Putnam as well as Mandy Stone, Health and Human Services Director.
- Buncombe County HHST staff: Jim Holland, Amanda Stratton, Rachael Nygaard, Marian Arledge and Jennifer Chilton.
- Health and Human Services staff: Lisa Eby, Jan Shepard, Phillip Hardin, Dr. Jennifer Mullendore, Tammy Shook, and Judy Davidson.
- Buncombe County Attorney Brandon Freeman.
- Citizens that attended the meet: Kristie Sluder and Lisa Baldwin

#### **MEETING TO ORDER**

- Susanne Swanger, Health and Human Services Board Vice-Chairperson called the meeting to order at 12:00 p.m.

#### **ACTION ITEMS**

- Mandy Stone introduced Brandon Freeman as new Associate County Attorney who will represent the Health and Human Services Board
- The Vice-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.
- Started with moment of silence for Board members not present due to family illness.
- The Board reviewed the May 27, 2016 agenda. Vice-Chair Swanger moved that agenda be approved as presented. The vote was unanimous in approval.
- The Board reviewed the April 22, 2016 Board minutes. Board member Dr. Ed Coryell moved that the minutes be approved as presented. Board member Candrice Thul seconded the motion and the vote was unanimous in approval.
- A copy of the May 27, 2016 board agenda and April 22, 2016 minutes are attached and made a part of these minutes.

#### **ARBOVIRUS UPDATE**

- Dr. Mullendore introduced Dr. Brian Byrd, PhD, MSPH with Western Carolina University. Dr. Byrd made a presentation on Arbovirus Update: WNC Perspective. The PowerPoint presentation is attached and made part of these minutes.

#### **BUDGET FY16 FINANCIALS**

- Jennifer Chilton presented the FY16 year to date financials. The Financials and (PAR) Performance Analysis Review are attached and made a part of these minutes.
- Jennifer Chilton presented the FY2017 HHS Budget proposal which will be presented to Board of Commissioners May 31, 2016 with a public hearing on June 7, 2016 and budget adoption scheduled for June 21, 2016. The Budget will be on website once County budget is approved.

- Jan Shepard presented the Health Billing Guide which is reviewed annually by the Board. The Billing Guide is attached and is made part of the minutes. A motion was made by Ken Putnam to approve and Stephanie Kiser seconded that motion. The vote was unanimous in approval.

#### **DIRECTOR'S REPORT**

- June HHS Board meeting will be held at 200 College Street, Ground Floor Conference Room
- Elder Abuse Awareness will be recognized:
  - June 7, Resolution by Board of Commissioners
  - June 15, Community Awareness Event

#### **CHAIRS REPORT AND ADJOURNMENT**

- Vice-Chairperson Swanger advised she would entertain a motion to adjourn. Stephanie Kiser moved that the meeting be adjourned at 1:43 p.m. Ken Putnam seconded the motion and the vote was unanimous approval.

Minutes read and approved this \_\_\_\_ day of \_\_\_\_\_, 2016.

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Susanne Swanger  
Health and Human Services  
Board Vice-Chairperson

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Amanda L. Stone  
Executive Secretary to the Board