

The Buncombe County Health and Human Services Board met on June 22, 2018 at 12:00 p.m. at 200 College Street.

- Health and Human Services Board Members: Susanne Swanger-Chair, Frank Castelblanco-Vice Chair, Stephanie Kiser, Ken Putnam, Richard Munger, Yvette Jives, Johnnie Grant, Thomas Priester, Ed Coryell, Gregory Narron, Rick Elingburg, Carol Coulson, Sharon West and Lucy Lawrence.
- Health and Human Services staff: Phillip Hardin, Amy Davis, Rebecca Smith, Jennifer Mullendore, Rob Morrell, Jan Shepard, Becky Kessel, Stacey Wood, Brad Watts, Meredith Benjamin, Mick McGuire and Christa Lance
- County Staff Attorney Brandon Freeman was in attendance.

CALL TO ORDER

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

REVIEW AND ACTION OF BOARD AGENDA

- The Board reviewed the July 27, 2018 meeting agenda. Board member Ken Putnam moved that the Board approve the agenda as presented. Board Member Johnnie Grant seconded the motion and the vote was unanimous in approval. The agenda is attached and made a part of these minutes

REVIEW AND ACTION OF JUNE 2018 BOARD MINUTES

- 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 June 22, 2018 Board meeting minutes. Board Member Stephanie Kiser moved that the Board approve the minutes of the June meeting as presented. Board Member Gregory Narron seconded the motion and the vote was unanimous in approval.
- The Board Minutes are attached and made a part of these minutes.

FY 17-18 FINANCIAL UPDATE

- HHS Business Officer Rob Morrell presented an overview of the HHS Fiscal Year 2018 Financials and a Performance Analysis Review for May 2018. He brought a new format for these documents to the attention of the Board.
- The HHS Fiscal Year 2018 Financials Overview presentation and the Performance Analysis Review for May 2018 are attached and made a part of these minutes.

BOARD TEAM BUILDING EXERCISE

- Mick McGuire, Social Services Program Coordinator led the Board in a Team Building exercise.

NEW BUSINESS

- **Review and Action – Energy Programs Outreach Plan** – Phillip shared the Energy Program Outreach Plan with the Board. He explained what the LIEAP is. (Low Energy Assistance Program). Board member Lucy Lawrence moved that the Energy Program Outreach Plan be approved as presented. Board member Johnnie Grant seconded the motion and the vote was unanimous in approval.
- **Review and Action - Safe Syringe Support Letter** –Buncombe County Health and Human Services Board Chair Susanne Swanger presented a letter of support for Board approval. This letter addresses the Buncombe County Board of Commissioners and expresses the full support of the HHS Board to improve access to safe sharps disposal in the community and increase access to clean syringes through syringe exchange as a public health intervention strategy. Board member Stephanie Kiser moved that the letter be supported by the Board. Board member Lucy Lawrence seconded the motion and the vote was unanimous in approval.
- **Review and Action – Bad Debt Write-Off** –Business Officer Rob Morrell presented on the NC Debt Setoff for NC Local Governments, with a recommendation that HHS writes off all self-pay debt owed for health department services rendered prior to 7/1/2015. This represents \$824,235, which is 86% of total self-pay debt. Of the self-pay debt balance, 81% is over five years old. HHS is currently spending more on billing for self-pay debt than is being collected. If the Board supports this approach to debt set-off, which meets statutory requirements in NCGS 130A,

Article 2, policies and procedures will be revised and brought back before the Board for review, discussion and approval. Board member Stephanie Kiser moved that the bad debt write-off be accepted as presented. Board member Ken Putnam seconded the motion and the vote was unanimous in approval.

DIRECTOR'S REPORT

- Public Health policy changes were presented by the HHS Director, and reviewed by the Board. Per policy, the Executive Committee approves all policies and policy changes. See the "PolicySummaryBoardPacket" document that summarizes changes.
- HB 630 Update
- Veterans Services Relocation

CHAIRPERSON'S REPORT

- Chairperson Susanne Swanger made the Board aware that a new Board Chairperson and Vice Chairperson will be elected at the August HHS Board meeting. She also stated additional members are sought for the Executive team and encouraged all interested persons to make their interest known.

ADJOURNMENT

- Chairperson Swanger adjourned the meeting at 1:30 p.m.

Minutes read and approved this ____ day of _____, 2018.

Susanne Swanger
Health and Human Services
Board Chairperson

Stoney Blevins
Executive Secretary to the Board