

The Buncombe County Health and Human Services Board met on June 26, 2015 at 12:00 p.m. In attendance were:

- Health and Human Services Board Members: Don Locke, Chairperson; Susanne Swanger, Vice-Chairperson; Dr. Richard Oliver, Winnie Ziegler, Jennifer Wehe, Frank Castelblanco, Dr. Ed Coryell, Sharon West, Ken Putnam, Stephanie Kiser, Candrice Thul, Terry VanDuyn as well as Mandy Stone, Health and Human Services Director.
- Buncombe County HHST staff: Amanda Stratton, Rachael Nygaard, and Christina McEntee were present.
- Health and Human Services staff: Jennifer Chilton, Patricia Wallin, Angie Pittman, Kevin Turner, Lisa Eby, Jan Shepard, Dr. Jennifer Mullendore and Judy Davidson.
- County Attorney Michael Frue was in attendance.

MEETING TO ORDER

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

ACTION ITEMS

- 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 26, 2015 agenda. Chairperson Locke moved that agenda be approved as presented. The vote was unanimous in approval.
- The Board reviewed the May 22, 2015 Board minutes. Board member Winnie Ziegler motioned that the minutes be approved as presented. Board member Ken Putnam seconded the motion and the vote was unanimous in approval.
- A copy of the June 26, 2015 board agenda and May 22, 2015 minutes are attached and made a part of these minutes.

LIEAP OUTREACH PLAN

- Patricia Wallin, Economic Services Program Administrator presented information regarding the LIEAP Outreach Plan. Due to a grammatical error in the Plan an amendment was made. Changes to the plan require Board approval. Suzanne Swanger moved that the LIEAP Plan be approved as presented. Candrice Thul seconded the motion and the vote was unanimous in approval. Signed amendment is attached and made part of the minutes.

BUDGET FY15 FINANCIALS

- Jennifer Chilton detailed the FY14-15 Financials. The financials and PAR are attached and made a part of these minutes.

HUMAN SERVICES BOARD STRATEGY

- **Board Website** - Rachael Nygaard navigated through the new HHS Board website to share what information is included. Board will receive information on how to access the website. There is a link to Buncombe County Service Foundation which oversees investments with nonprofit partners. UNC School of Government, DHHS and Commissioners. This is a venue where the Board will have access to upcoming board meeting agendas, past meeting agendas, minutes and documentation is

archived. A community calendar is included for meetings the board may want to attend. Major reports and documentation are also linked such as Budget guide, HHST reports, current/archived annual reports and an index of mandated programs and services. The three main services areas - Economic Services, Public Health and Social Work are listed with pertinent information. The Senior Leadership Team organization structure is available and contact information. The site will be used for orientation for new members.

- Lisa shared the experience with The SYNC event - a video was shown about the event - while the event was taking place. The staff was very engaged. Information was provided in a Job Fair setting about the services that HHS provides to a cross training/networking event.
- **Board Focus** - The Board participated in a breakout session to set priorities the Board will focus on over the next 12 months.

DIRECTOR'S REPORT

No report was presented.

CHAIRS REPORT AND ADJOURNMENT

- Jennifer Wehe introduced herself and told her path to the HHS Board.
- Chairperson Locke then advised he would entertain a motion to adjourn. Frank Castelblanco moved that the meeting be adjourned at 1:30 p.m. Richard Oliver seconded the motion and the vote was unanimous approval.

Minutes read and approved this ____ day of _____, 2015.

Don Locke, Ed.D
Health and Human Services
Board Chairperson

Amanda L. Stone
Executive Secretary to the Board