

The Buncombe County Health and Human Services Board met on August 28, 2015 at 12:00 p.m. In attendance were:

- Health and Human Services Board Members: Don Locke, Chairperson; Susanne Swanger, Vice-Chair; Terry VanDuyn, Miranda DeBruhl, Winnie Ziegler, Sonya Greck, Stephanie Kiser, Dr. Rick Weigel, Dr. David McClain, Frank Castelblanco, Rick Elingburg, Ken Putnam, Dr. Paul Endry, Candrice Thul, as well as Mandy Stone, Health and Human Services Director.
- Buncombe County HHST staff: Jim Holland, John Hudson, Marian Arledge, Amanda Stratton, Rachael Nygaard, Rob Morrell, Jennifer Chilton and Christina McEntee were present.
- Health and Human Services staff: Angie Pittman, Jan Shepard, Phillip Hardin, Dr. Jennifer Mullendore, Felissa Vazquez, Jessica Silver, Tracy Shinn, David Mease, Steve Jones and Christa Lance.

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 August 28, 2015 agenda. Chairperson Locke moved that agenda be approved as presented. The vote was unanimous in approval.
- The Board reviewed the July 24, 2015 Board minutes. Board member Frank Castelblanco 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 August 28, 2015 board agenda and July 24, 2015 minutes are attached and made a part of these minutes.

BUDGET FY15 FINANCIALS

- Jim Holland presented the FY16 financials. The Financials and PAR is attached and made a part of these minutes.

ENVIRONMENTAL HEALTH - OUTREACH AND EDUCATION

- Jessica Silver presented an overview on engaging the HHS Board in Environmental Health.
- Environmental Health Leadership Team led the HHS Board in discussions centered around the development of an Education & Outreach campaign geared towards enhancing the public's understanding of Environmental Health and best practices to promote positive health outcomes for families and our environment. There were two breakout sessions that focused on brainstorming ideas around Food, Lodging, & Institutions and On-site Wastewater & Wells educational needs.
- The PowerPoint is attached and made a part of these minutes.

DIRECTOR'S REPORT

- The Board approved the annual update of the Health and Human Services Operating Procedures. Board members were provided a link to revised Operating Procedures on the HHS Board web page for review prior to the meeting. Assistant County Manager/HHS Director presented the revised Operating Procedures for discussion and approval. The board discussed the content and revisions to the procedures and the board adopted the Operations Procedures through majority vote of approval. The Operating Procedures remain located on the HHS Board web page. Board Vice-Chair Susanne Swanger made the motion to accept the Health and Human Services Operating Procedures as presented. Board member Stephanie Kiser seconded the motion and the vote was unanimous in approval.
- FJC and CCC356 updates will be posted on the Board website

CHAIRS REPORT AND ADJOURNMENT

- Chairperson Locke then advised he would entertain a motion to adjourn. Dr. Rick Weigel moved that the meeting be adjourned at 1:30 p.m. Ken Putnam 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