

## Health and Human Services Board Meeting

May 25, 2017

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The Buncombe County Health and Human Services Board met on May 25, 2017 at 12:00 p.m. In attendance were:

- Health and Human Services Board Members: Susanne Swanger, Chairperson; Richard Oliver, Vice Chair; Ken Putnam, Candrice Thul, Dwight Mullen, Johnnie Grant, Thomas Priester, Jennifer Wehe-Davis, Rick Weigel, Ed Coryell, Rick Elingburg, Ken Putnam and Mandy Stone.
- Buncombe County HHST staff: Jim Holland, Rachael Nygaard, Merry Michalsen and Amanda Stratton were in attendance.
- Health and Human Services staff: Phillip Hardin, Katie Swanson, Ellis Vaughn, Jennifer Mullendore, Amy Davis, Sarah Bennett, Sue Ellen Morrison, Paul Watson, Jennifer Chilton, Jessica Silvers and Christa Lance.
- Family Justice Center Coordinator, Julie Klipp Nicholson was in attendance.
- County Attorney Brandon Freeman was in attendance.
- Pam Knowles, Diane Oxford, Connie Roberts, Claire Fontana, Brenda Davis, Mary Backlund, Susan Creede, Molly Cleveland, Vicki Shaw, Kim Owenby, Sharon Raines, Michelle Lee, and Billie Hawkins were in attendance

### **MEETING TO ORDER**

- Susanne Swanger, 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 May 25, 2017 Board Agenda. Board member Ken Putnam moved that the agenda be approved as presented. Board member Rick Weigel seconded the motion and the vote was unanimous in approval.
- The Board members reviewed the April 28, 2017 Board minutes. Board member Richard Oliver moved that April Board minutes be approved as presented. Board member Rick Weigel seconded the motion and the vote was unanimous in approval.
- A copy of the May 25, 2017 Board agenda and April 28, 2017 Board minutes are attached and made a part of these minutes.

### **PUBLIC HEALTH NURSE RECOGNITION AND RECOGNITION OF REGISTERED ENVIRONMENTAL HEALTH SPECIALIST WEEK**

- Susanne Swanger read the Proclamation for National Nurses Week and Richard Oliver read the Proclamation for Registered Environmental Health Specialist Week. Susanne Swanger asked for a motion to approve these Proclamations. Jennifer Wehe-Davis motioned that the Proclamations be approved as presented, Candrice Thul seconded the motion and the vote was unanimous in approval.

**FY 17 FINANCIAL UPDATE**

- Jennifer Chilton presented the financials to the Board. The financials and PAR are attached and made a part of these minutes.

**FY 18 BUDGET**

- Jim Holland presented the Health and DSS budgets. Ed Coryell motioned that the FY18 Budget be endorsed by the Board. Ken Putnam seconded the motion and the vote was unanimous in approval. The Budget PowerPoint is attached and made a part of these minutes.
- Dr. Jennifer Mullendore presented the FY 18 Health Billing Guide to the Board for discussion and approval. There was no discussion on the Billing Guide. Ed Coryell motioned that the Health Billing Guide be approved as presented. Ken Putnam seconded the motion and the vote was unanimous in approval. The Fee Schedule was presented to the Board for discussion and approval. There was discussion on the Fee Schedule. Richard Oliver motioned that the Fee Schedule be approved as presented. Ed Coryell seconded the motion and the vote was unanimous in approval. A copy of the Health Billing Guide and Fee Schedule are attached and made a part of these minutes.

**DIRECTOR'S REPORT**

- No Director's Report was given.

**CHAIRS REPORT AND ADJOURNMENT**

- Chairperson Swanger advised she would entertain a motion to adjourn. Board member Richard Oliver moved that the meeting be adjourned at 1:30 p.m. Board member Ken Putnam seconded the motion and the vote was unanimous approval.

Minutes read and approved this \_\_\_\_ day of \_\_\_\_\_, 2017.

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Susanne Swanger  
Health and Human Services  
Board Chairperson

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Amanda L. Stone  
Executive Secretary to the Board