

The Buncombe County Health and Human Services Board met on September 22, 2017 at 12:00 p.m. at 200 College Street. In attendance were:

- Health and Human Services Board Members: Susanne Swanger, Chairperson; Ken Putnam, Dwight Mullen, Frank Castelblanco, Candrice Thul, Jennifer Wehe Davis, Sharon West, Ellen Frost, Lucy Lawrence, Jim Pitts and Jim Holland.
- Health and Human Services staff: Tammy Shook, Jan Shepard, Phillip Hardin, Amy Davis, Fletcher Tove, Jennifer Chilton, Christina McEntee, Zo Mpfu, Paul Watson, Eric Barnes, and Chiloh Campbell.
- Family Justice Center Coordinator: Julie Klipp Nicholson was in attendance.
- County Attorney Brandon Freeman was 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

- A quorum was not present so no Board action could be taken
- 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.

DIRECTOR'S REPORT

- Jim shared the new HHS SLT team with the Board
- Mission/BCBS no agreement –Jim will share employee survey results with Mission at an upcoming meeting
- Last Commissioners meeting a resolution was adopted to hold pharmaceutical companies and distributors responsible for the Opioid epidemic in Buncombe County. An RFI will be issued for potential interest in legal representation
- State updates:
 - Implementation of NC FAST Project 4 for Child Welfare, scheduled for Buncombe County implementation on October 23. Shared NC Fast successes and challenges. Child Welfare is heavily involved in training
- Julie Klipp Nicholson announced that October is Domestic Violence Prevention Month. There was a premier viewing of the Still Standing Project. Julie outlined activities for the Month beginning with a proclamation by Commissioners.
 - Other activities scheduled:
 - October 3rd-Domestic Violence Prevention Month Proclamation, Board of Commissioners
 - October 4th- Helpmate's Annual Domestic Violence Vigil October 4-UNCA Sherrill Center Mountain View Room (#417)
 - October 16th-20th-Clothes Line Project exhibit at YWCA, VA
 - October 24th -Clothes Line Project exhibit at Warren Wilson
 - A video and agenda of activities for the month were presented. The video is attached and made a part of these minutes.

PROGRAM UPDATES

- How we Prepare – Steps to a Coordinated Response – Fletcher Tove, Preparedness Coordinator
Buncombe County Preparedness Team:
 - Fletcher Tove-**Preparedness Coordinator**, Veterans Services Supervisor
 - Eric Barnes-**Assistant Preparedness Coordinator**, Environmental Health Program Specialist
 - Ben Hancock-**Preparedness Intern**, WCU MSW Program
 - Angela Ledford-**Emergency Management Planner**, CEM CFM

Preparedness Goals:

- An integrated cross-trained preparedness team, confident in its ability to deploy quickly and effectively in response to various HHS threats.
- Establishing Multi-disciplinary sheltering responsibilities (DSS, Public Health including Environmental Health and Nursing Staff)
- Revise and organize all essential plans into All Hazards Plan format
- Establish, Strengthen and grow response network in coordination with County EMS
- Increase Individual (Household) preparedness throughout Buncombe County.

The PowerPoint is attached and made a part of these minutes.

NEW BUSINESS – CHAIR AND VICE CHAIR ELECTIONS

- A quorum was not present so no action was taken. Chair and Vice Chair elections will be held in October if a quorum is present.

FY17-18 FINANCIAL UPDATE

- Jennifer Chilton reviewed the Financials in the Board Packet. FY18 Budget Guide is now on the Board website along with the financials and the PAR.

CHAIRS REPORT AND ADJOURNMENT

- Chairperson Swanger advised the Board has an opening for an Optometrist. Applications are open.
- Chairperson Swanger made the Board aware that the elections of Chair and Vice Chair will be held next month if a quorum is present. Chairperson Swanger advised she would entertain a motion to adjourn.
- Chairperson Swanger 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.

Susanne Swanger
Health and Human Services
Board Chairperson

Jim Holland
Executive Secretary to the Board