

Buncombe County NC - Home and Community Care Block Grant (HCCBG) Advisory Committee

Meeting Minutes

Date: Wednesday 7/26/2023

Time: 3:30 pm

Location: ZOOM only

Invitees		
Dan Beerman (V)	Suzanne Booth	Rebecca Hartz (V)
Eileen McMinn (V)	Deborah Oldt	Susan Schiemer (V)
Cindy Threlkeld (V)	Greg Zornes (V)	Billie Breeden (V)
Zack Schmitt (V)	Jennifer Teague (V)	LeeAnn Tucker

V=virtual

IP=In Person

Not in attendance: Suzanne Booth and Deborah Oldt. LeeAnne Tucker will attend if requested. Zack Schmitt will be the liaison from Land of Sky Regional Council.

- I. Welcome
 - a. Approve or Revise Agenda
 - i. There were no additions or revisions to the Agenda.
 - ii. Motion made by Rebecca to approve the Agenda, seconded by Dan. Motion carried.
 - b. Approve or Revise Meeting Minutes – June
 - i. There were no revisions to the Meeting Minutes.
 - ii. Motion made by Rebecca to approve the Meeting Minutes, seconded by Dan. Motion carried.

- II. Follow up on MountainCare presentation.
 - a. Two issues of concern to the Committee were MountainCare and CarePartners/HCA using the same tax ID and outstanding accounts receivable (AR) due to MountainCare from CarePartners/HCA. Jen and Susan met with Elizabeth Williams, ED, about these issues.
 - b. Susan, Suzanne, and Cindy worked as private citizens and researched public records on the NC Secretary of State website and 1090 tax returns, which is what non-profits file for their annual returns. Effective in 2021, an amendment to the articles of incorporation, Community CarePartners, Inc, was renamed Mountain Care, Inc. MountainCare retained the state ID and federal tax ID #.

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- c. CarePartners has acknowledged that they received funds from the VA for MountainCare participants. CarePartners has recently sent money to MountainCare and the current AR is down to \$200,000.
- III. Review Committee Bylaws
- a. Advocacy Activities
 - i. Jen brought forward three questions to the County's legal department: 1) Can the committee write letters to the Board of Commissioners (BOC) to bring attention to a specific issue - **No specific legal prohibition to write a letter to the Board of Commissioners. There should be a vote on the content of the letter as well as the Chair sending the letter on behalf of the Committee to the BOC.** 2) Can the committee members write letters as individuals to bring attention to a specific issue - **No legal prohibition to write a letter individually to the BOC;** and 3) Can the committee members speak on behalf of the Committee to the media to bring attention to a specific issue- **Since the Committee does not have a public information officer, it may be a good idea to have the Committee discuss and designate one person to speak on behalf of the Committee and to what extent.**
 - ii. Additional comments from the legal department - While it would not be a potential conflict for the Advisory Committee to speak out on a specific issue, it would not look good for the Committee which makes funding decisions to advocate for a specific provider. The Committee should refrain from advocating on behalf of providers who receive funding.
 - iii. Conflict of Interest, Section 1a of the Bylaws was discussed. This section says: Within the past 12 months, no members of the Committee may have served on the Board of Directors or been a staff member of an applicant organization, or had any ownership, employment, fiduciary, contractual, creditor, consultative relationship, or served on any governing board or committee of the applicant organization. The Committee concluded that the Committee could advocate for aging services but could not advocate or favor one constituent organization over the other. Questions surfaced about whether volunteering or donating to a constituent organization was a conflict of interest.
 - iv. The Mission of the Committee (Section 2) was reviewed, particularly the section: Advocate for aging services on the local, state, and national levels.
 - v. Jen will work with Zack to get information on what other advisory committees are doing regarding conflict of interest and bring back to the Committee for future discussion.

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- vi. Committee members should email Susan, Jen, or Billie if they have other suggestions for the Conflict of Interest section of the Bylaws.
 - vii. In regard to Committee members' appointment, the statutory requirement is for a one-year term and members can be reappointed annually up to six times. The Appointments section will be revised.
 - b. Vice-Chairperson
 - i. Under the Officers section of the Bylaws, it mentions having a vice-chairperson and secretary. The secretary is being provided by the County. The section will be amended to say: may include a secretary. If a committee member is interested in being the Vice-Chairperson, please reach out to Susan.
- IV. Review Funding Expenditures – June - Fiscal Year End (FYE 2023)
 - a. Units of Service
 - i. All HCCBG funding was spent in FY23.
 - ii. Mountain Mobility and Meals on Wheels received additional funding due to IHA funds not being spent.
 - b. Buncombe County Supplemental Aging Funds (BCSAF)
 - i. Blue Ridge Pride did not invoice all of their funds due to leadership changes. Jen is working with Finance on a contract addendum to another provider to receive \$1921.61.
 - c. The Final FY24 Recommendations with the Final Allocation Spreadsheet was reviewed. The Committee decided at a previous meeting to allocate the remaining \$40,578 at the end of Q1. Billie will send out the spreadsheet to Committee members. (Sent on 7/28/23)
- V. Determine Action Items and Next Steps
 - a. Lunch at Land of Sky week of October 23rd?
 - i. The Committee discussed having a catered lunch from 12:00 -1:00 pm in the medium conference room at Land of Sky followed up by the HCCBG Advisory Committee Meeting on Wednesday, October 25. Motion made by Cynthia to approve the lunch and earlier meeting at 1:00 pm, seconded by Dan. Motion carried.