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

Meeting Minutes
Date: Wednesday 8/27/2025
Time: 3:30 to 4:30 pm
Location: Land of Sky Regional Council
339 New Leicester Hwy., Suite 140
Asheville, NC 28806 and Zoom

Invitees		
Dan Beerman (V)	Suzanne Booth	~~Taylor Foisie~~
Melissa Harmon	Eileen McMinn	Deborah Oldt
Susan Schiemer	~~Greg Zornes~~	
~~Alison Banzhoff~~	Billie Breeden	Zack Schmitt

(V) = Virtual
Not in attendance: Alison Banzhoff, Greg Zornes, and Taylor Foisie

I. Welcome
   a. Approve or Revise Agenda
      i. There was one revision to the Agenda. Correct II to say: Review of Beginning of Fiscal Year Funding Expenditure Reports.
      ii. Motion made by Susan to approve the revision, seconded by Suzanne. Motion carried.
   b. Approve or Revise Meeting Minutes
      i. There were no revisions to the Meeting Minutes.
      ii. Motion made by Dan to approve the Meeting Minutes, seconded by Suzanne. Motion carried.

II. Review of Beginning of Fiscal Year Funding Expenditure Reports
   a. Units of Service – Reviewed
      i. Providers should have spent 8% of their funding. Those that didn't spend any of their funding probably didn't get a chance to enter into ARMS. Nothing to be concerned about since it is the beginning of the fiscal year.
   b. Buncombe County Supplemental Aging Funds (BCSAF) – Reviewed
      i. BCSAF contracts have been fully executed except for MAHEC. The contract has been held up in their legal department for about three weeks. A MAHEC invoice was received, but the invoice cannot be paid until the contract is fully executed.

ii. DayStay reached out about invoicing before the contract was fully executed. The contract was completed and sent back to DayStay that day. DayStay had not submitted an invoice by the time of the meeting.
iii. Eblen Charities would start using their funding in August.
iv. The Center for Conscious Living and Dying would be submitting their July and August invoices soon.
v. Mountain Aging Partners didn't use any funding in July.
vi. UNETE will not start invoicing until October, which is specified in their contract.
vii. BCSAF Providers were very thankful for Susan's advocacy of the BCSAF funding. Billie mentioned Susan's advocacy to the County Commissioners at the recent Funded Provider meeting. Susan received emails from Elizabeth Williams, Mountain Aging Partners and Gillian Bee/Jamie Beasley, Working Wheels.

III. Discussion of Funding Priorities and Application Scoring Tool
a. Susan started the discussion by asking, what is the committee's core mission and what do they want to articulate? What are their core values?
b. Dan suggested 3 core values:
i. Support the safety of older adults
ii. Support the ability of older adults to stay in their homes or in the least restrictive environment
iii. Improve the lives of older adults
c. The committee will work on refining the core values/mission for the funding and refining the scoring tool.
d. The committee discussed the scoring tool. Need to ask different questions and need specificity.
e. Zack mentioned the HCCBG Statement of Philosophy and Purpose which may inform the committee's mission. Copies were handed out.
f. The committee discussed retooling the questions on the application to get useful answers regarding where the clients live that are being served (zip code), specific ages of the clients, and household status (whether the client lives alone or with others).
g. To see the detailed discussion, click on: https://engage.buncombecounty.org/x1728

IV. Determine Action Items and Next Steps
a. By September 19th, committee members should send Susan their ideas for statement of philosophy and purpose, and values for the scoring tool. Susan will compile them for the next meeting.