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

Meeting Minutes
Date: Wednesday 5/28/2025
Time: 3:30 to 5:30 pm
Location: Land of Sky Regional Council
339 New Leicester Hwy., Suite 140
Asheville, NC 28806

Invitees		
Dan Beerman	Suzanne Booth	Taylor Cox
Melissa Harmon	Eileen McMinn	Deborah Oldt
Susan Schiemer	~~Greg Zornes~~	Janet Burhoe-Jones
~~Alison Banzhoff~~	Billie Breeden	Zack Schmitt

Not in attendance: Alison Banzhoff and Greg Zornes

I. Welcome
   a. Approve or Revise Agenda
      i. There were no revisions to the Agenda.
      ii. Agenda was approved.
   b. Approve or Revise Meeting Minutes
      i. There were no revisions to the Meeting Minutes.
      ii. Meeting Minutes were approved.

II. Introduction of Potential Committee Member - Janet Burhoe-Jones
   a. Janet is a retired Community College Mathematics and Physics Instructor, has an MBA degree, and has managed several non-profits including the Franklin Cooperative Ministry.

III. Review of Funding Expenditure Reports
   a. Units of Service – Reviewed
      i. There will be FY25 HCCBG funding left over. Three providers reached out to Billie requesting additional funding to be reallocated - Jewish Family Services, MountainCare, and Meals on Wheels.
      ii. A motion was made to reallocate additional funding to Jewish Family Services, MountainCare, and Meals on Wheels. Motion passed unanimously.

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iii. A motion was made to allow Billie and Zack to divide up the additional HCCBG funding among the three providers. Motion passed unanimously.

b. Buncombe County Supplemental Aging Funds (BCSAF) – Reviewed
   i. Per County Management, any leftover BCSAF funding will go back to the County. Funds will not be reallocated to other BCSAF providers that have overspent as in years past. This is a new policy.

IV. Funds Allocations Status
   a. HCCBG
      i. HCCBG funding decisions were based on receiving $1.7 million dollars. If Buncombe County's allocation is less, all providers will be cut equally across the board based on the received allocation.
   b. BCSAF
      i. $375,000 of the $500,000 of the BCSAF still remains in the Aging and Adult Services budget. However, County Management and Board of County Commissioners are still working on the FY26 budget. We will know after the June 3, 2025 Board of County Commissioners meeting if the BCSAF remains.

V. Determine Action Items and Next Steps
   a. The committee discussed opening up the BCSAF application (*if it remains in the budget*) and how to expedite the application process so that BCSAF funded providers receive funding earlier in the fiscal year.
   b. The committee also questioned whether BCSAF should be open to new applicants. The County requires that community investment grants are open to all applicants.
   c. The application process will be expedited with a short application period. *The BCSAF application will open on Wednesday, June 4 and close on Monday, June 16 at 5:00 pm.*
   d. The committee decided that **current funded BCSAF providers will not have to fill out the whole application but submit their FY25 application with an amended budget and any program changes. New applicants will fill out the whole application.**
   e. The grant logon site is: buncombecounty.org/apply and the grant portal will open on Wednesday, June 4, 2025 if BCSAF remains.
   f. Billie and Suzanne will work on updating the grant application. (Done)
   g. To get the word out, Billie will contact funded providers, send an Age-Friendly email, and have IT update the aging services webpage. Land of Sky will help get the word out through their newsletter and website.
   h. Committee members should send their recommendations to Susan by June 22.