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

Meeting Minutes
Date: Wednesday 11/19/2025
Time: 3:30 to 5:00 pm
Location: Land of Sky Regional Council
339 New Leicester Hwy., Suite 140
Asheville, NC 28806 and ZOOM

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

Not in attendance: Dan Beerman

I. Welcome
   a. Approve or Revise Agenda
      i. There were no additions or revisions to the Agenda.
      ii. Motion made by Suzanne to approve the Agenda, seconded by Eileen. Motion carried.
   b. Approve or Revise Meeting Minutes
      i. There were no revisions to the Meeting Minutes.
      ii. Motion made by Suzanne to approve the Meeting Minutes, seconded by Taylor. Motion carried.

II. Review of Expenditure Reports
   a. Units of Service - Reviewed
      i. Land of Sky Senior Companion Program uses other funding first which is why they haven't used HCCBG funding yet.
   b. Buncombe County Supplemental Aging Funds (BCSAF) - Reviewed
      i. Update from Mountain Aging Partners - In November, we were able to add 44 additional trips under this funding source, bringing us to approximately 64 total trips billed (with slight variation expected based on participant absences and individual route start dates).
      We anticipate the possibility of adding up to 24 more trips in the coming weeks, pending absences and route timing. This increase is tied to our work with an additional transportation vendor to serve a participant

whose needs cannot be met by Mountain Mobility due to their current route limitations.
We are also proactively reaching out to participants who previously discharged due to lack of transportation to notify them of these new resources and assess their interest in returning.

III. Review Application and Scoring Tool
   a. Each year, the HCCBG Advisory Committee improves the application and processes.
   b. Suzanne spent a lot of time editing the application with suggested changes. The two focuses were looking at the application through the eyes of a new applicant and also helping the committee understand how the agencies/non-profit organizations do their work. Suzanne went through the application with the committee. The committee discussed the changes. For the detailed discussion, please click on https://engage.buncombecounty.org/T84124.
   c. Zack suggested having applicants attach the most recent monitor report. Henderson County requires applicants to do this.
   d. The committee also discussed the scoring tool and whether it helps in objectivity when assessing the applications. A suggestion by Melissa was to tie in the scoring tool with the purpose in the bylaws.

IV. Determine Action Items and Next Steps
   a. December meeting date – December 17 from 3:30 – 5:00 pm in person at Land of Sky and Zoom for those unable to make the meeting in person.
   b. The scoring tool will be discussed further.