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

Meeting Minutes
Date: Wednesday 12/17/2025
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: Melissa Harmon

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 Dan to approve the Meeting Minutes, seconded by Suzanne. Motion carried.

   c. Share Accomplishments
      i. Last year was shaped by Hurricane Helene and the committee started off the year not knowing if there was going to be any BCSAF funding. The committee came up with a quick application process, and the funded providers were able to start in July.
      ii. In October, the committee filed its first annual report to the Board of County Commissioners, which included the new purpose statement. This allowed the committee to update their bylaws as well.
      iii. There were 3 goals in the annual report: 1) refine the mission statement; 2) review and update the grant application; and 3) encourage the providers to build capacity in the environment of reduced funding.

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II. Review of Expenditure Reports
   a. Units of Service – Reviewed
      i. Providers behind in spending: Health Promotion/Disease Prevention Program and In-Home Aide Program (Levels I and II).
      ii. The In-Home Aide Program switched funding source and billed all November invoices to BCSAF. Billing will go back and forth between HCCBG and BCSAF funding.
   b. Buncombe County Supplemental Aging Funds (BCSAF) – Reviewed
      i. UNETE will not be starting the Elder Club – Mi Vida – until January/February 2026. There have been a lot of challenges in the community lately.
      ii. MAHEC sent October and November invoices that week and they have spent 87% of their funding, which wasn't reflected in the BCSAF spreadsheet by the time of sending out information to committee members.
      iii. Center for Conscious Living and Dying is on track to spend their funding. They recently submitted October and November invoices as well.
      iv. Mountain Aging Partners (MAP) has not spent much of the county funding, but they are reaching out to former adult care participants who lack transportation asking their interest to return now that MAP is subcontracting with another transportation provider.
      v. Blue Ridge Pride has not spent much of the county funding. Billie contacted them but hadn't heard back at the time of the meeting.

III. Review and Finalize Application
   a. The purpose of the HCCBG Advisory Committee was added at the top of the application.
   b. The committee decided to open the application on Friday, January 9, 2026 and close the application on Friday, February 27, 2026.
   c. March and April meetings will be an hour and a half as in the past to discuss the applications.
   d. In question 3 about Community Need, it was decided to increase the character limit and have applicants attach supporting data at the end of the document in Attachment C (optional).
   e. The committee discussed other changes to the application. For more detail, please click on this link to view the meeting: https://engage.buncombecounty.org/T84124
   f. Dan made a motion to accept the changes to the application, seconded by Greg. All in favor. Motion carried.

g. Susan will make the edits to the application by that next weekend, December 21st, and send it to the committee. Once finalized, Billie will send the application to the grants administrator to post on the BC grant logon site.

IV. Review and Finalize Scoring Tool

a. Committee Purpose: To support and enhance the quality of life of older County residents and their caregivers. To allow older adults to live safely at home or in the least restrictive environment. Provide transportation and opportunities for social interaction to reduce isolation.
b. The committee discussed the scoring tool – two versions, suggestion 1 and suggestion 2. For the detail, please click on this link: https://engage.buncombecounty.org/T84124
c. Dan made a motion to accept suggestion 1, seconded by Suzanne. All in favor. Motion carried.

V. Determine Action Items and Next Steps

a. The committee discussed whether there was a written documentation stating it has to allocate $500,000 to Mountain Mobility each year. There is no such documentation, but there was a verbal agreement prior in which the County agreed to fund Mountain Mobility out of HCCBG funding instead of County funding (BCSAF) to allow more community service providers who didn't meet the HCCBG eligibility to provide services for older adults and unpaid caregivers.
b. The committee requested that Matt Cable come to the January meeting so they could ask questions and learn more about Mountain Mobility.