



Quick Report

Human Services Advisory Board

Members Present: Deborah Finken (Vice Chair), Kathryn Henz, Rex Mercer Julie Spero, Josh Ravitch, and Michele Zembow

Members Absent: Mary Andrews

Council Liaison: Donna Bell

Staff Present: Jackie Thompson and Renee Moye

Meeting Date: August 31, 2015

Agenda Item	Discussion Points	Motions/Votes	Actions
Call to Order	Call to Order	The Chair called the meeting to order at 6:10pm.	The Chair determined that a quorum of the Board was present.
Minutes	Board considered adoption of action minutes for the April 30, 2015 meeting.	Julie Spero made and Rex Mercer seconded a motion to approve the April 30, 2015 minutes. The vote was 6-0	The motion was passed unanimously.
Announcements 2015-2016 Needs Report	Jackie reminded the Board that the Needs Report will be due to the Town Council in January.		



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<p>Election of Chair and Vice-Chair</p>	<p>Therefore, we will need to have it prepared and voted on at the December meeting. After much discussion the Board asked Jackie to contact the School of Government and inquire about students conducting and updating the Needs Assessment.</p> <p>The Board had decided to hold elections at the October meeting.</p>	<p>Julie Spero made and Kathryn Henz seconded a motion to hold elections for Chair and Vice-Chair at the October meeting.</p> <p>The vote was 6-0</p>	<p>The motion passed unanimously.</p>
<p>New Business Discussion of Common Application/Community Development Block Grant (CDBG) Review Process</p>	<p>Renee Moyer gave a general overview of the CDBG program and how the review of applications were handled last year. Last year the committee that reviewed the CDBG applications consist of Town staff, members from the Humans Services (HSAB) and Housing Advisory Boards (HAB). This year we would like to have</p>	<p>Kathryn Henz made a motion that the HSAB would accept the responsibility of reviewing the CDBG Public Service Applications. Michele Zembow seconded the motion.</p> <p>The vote was 6-0</p>	<p>The motion passed unanimously.</p>



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	<p>the HSAB review the Public Service Applications and the HAB review the Affordable Housing and Affordable Housing Development Reserve Applications. The Board had a lengthy discussion about the process and how it would work.</p> <p>Renee also talked about the Outside Agency Applications and how that we would like to have one Common Applications for all Town funding. This application could be used by the Towns, of Chapel Hill and Carrboro and Orange County. A draft of the application was distributed to the members for review and comment. Comments should be sent to Jackie Thompson, no later than Tuesday, September 8th. The three municipalities will be meeting to discuss the application on Friday.</p>		
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Adjournment		Julie Spero made and Josh Ravitch seconded a motion to adjourn. The vote was 6-0	The motion passed unanimously. The meeting was adjourned at 8:21pm.
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