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Quick Report

Human Services Advisory Board

Members Present: Mary Andrews, Esphur Foster, Kate Henz (Chair), Rex Mercer, (Vice Chair), and Michelle Zembow

Members Absent: Josh Ravitch

Council Liaison: Donna Bell

Staff Present: Jackie Thompson

Meeting Date: January 3, 2017

Agenda Item	Discussion Points	Motions/Votes	Actions
Call to Order	Call to Order	The Chair called the meeting to order at 7:09pm.	The Chair determined that a quorum of the Board was present.
Minutes	Board considered adoption of action minutes for December 6, 2016 meeting.	Michelle Zembow made and Mary Andrews seconded a motion to approve the December 6, 2016 minutes. The vote was 5-0	The motion passed unanimously.



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<p>New Business</p> <p>Community Development Application Review Committee</p>	<p>Mary Andrews and Josh Ravitch have volunteered to serve on the Community Development Review Committee. Michelle Zembow and Kate Henz have agreed to be alternates if Mary is unable to attend the meetings.</p>		
<p>Budget Priorities</p>	<p>Each year the Mayor asks the advisory boards to submit their budget priorities for the upcoming fiscal year. The Chair prepared a draft based on the information from the 2012 Needs Assessment.</p>	<p>Rex Mercer made and Michelle Zembo seconded a motion to accept the Budget Priorities as written. The Board voted 5-0</p>	<p>The motion was passed unanimously.</p>
<p>Human Services Needs Report</p>	<p>The Board discussed the 2016 Needs Assessment prepared by the UNC Public Policy Capstone undergraduate students. Board members raised the following concerns about the study:</p> <ol style="list-style-type: none"> 1. Low participation rates, especially at the two focus groups. 2. The Assessment may have over-relied on the framework and results of the 2012 Needs Assessment. 3. A Board member was concerned that Early Childhood and family support were not 	<p>Michelle Zembow made a motion that the Board accept the 2016 Needs Assessment conducted by the UNC Public Policy Capstone undergraduate students. The Board did not, however, find it to be sufficiently thorough or comprehensive to recommend it as the final Humans Services Needs Assessment for the</p>	<p>The motion passed by a vote of 4-1, with Kate Henz (Chair), Rex Mercer (Vice Chair), Esphur Foster and Michelle Zembow voting aye and Mary Andrews voting nay.</p>



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<p>Board Assignments</p>	<p>adequately referenced in the Needs Assessment.</p> <p>Upon encouragement of the Mayor during the Mayor’s breakfast, the Chair proposed that the Humans Services Board familiarize themselves with activity conducted by other Town Boards (e.g., Planning Commission, Housing, etc.). The Chair suggests that Board members read minutes of other Town Boards in order to identify potential points of synergy and/or collaboration as well as strengthen communication between Boards. Board members will be assigned to a relevant Advisory Board and provide a short oral report at the next Human Services Board meeting.</p> <p>The following assignments were made:</p> <p>Josh Ravitch – Planning Commission Michelle Zembow – Community Policing Espur Foster – Justice In Action Committee Kate Henz – Transportation and Connectivity Advisory Board Rex Mercer – Housing Advisory Board Mary Andrews – Parks, Greenway and Recreation Commission</p>	<p>Town. The motion was seconded by Espur Foster. The vote was 4-1</p>	
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Adjournment		Mary Andrews made and Michelle Zembow seconded a motion to adjourn. The vote was 5-0	The motion passed unanimously. The meeting was adjourned at 8:34pm.
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