



Draft-Advisory Board Action Minutes

Meeting Date/Time: January 7, 2020 at 6:30pm

Members Present: Carolyn Fanelli (Chair), Kate Henz, Amy Liu, (Vice-Chair), Josh Ravitch and Mychal Weinert

Members Absent: Mary Andrews

Staff and Others Present: Jackie Thompson, Wes Knepper, Carrboro Human Services Commission, Annette Stone and Rebecca Buzzard, Town of Carrboro

Agenda Item	Discussion Point	Motions	Votes/Actions
OPENING			
Call to Order	The Chair called the meeting to order at 6:30 p.m.		
Roll Call	All members were present except Mary Andrews.		
Public in Attendance	No Public in Attendance		
Approval of Agenda	Carolyn Fanelli stated that Tisha Buelto has resigned from the Board. We need to discuss filling the Board vacancy. Therefore, we need to add this item to the agenda.	Kate Henz made and Mychal Weinert seconded a motion to approve the agenda with one addition.	The motion was adopted unanimously (5-0)
Approval of December 3, 2019, Action Minutes		Carolyn Fanelli made and Josh Ravitch seconded a motion to approve the December 3, 2019, Action Minutes.	The motion was adopted unanimously (5-0)

Old Business			
Agenda Items	Discussion Point	Motions	Votes/Actions
<p>Carrboro Human Services Commission (CHSC) and Chapel Hill Human Services Advisory Board (HSAB) joint Outside Agency Application/Public Hearing Orientation</p>	<p>Members of the CHSC and the HSAB discussed how they will conduct the Outside Agency Public Hearings. The Hearings will commence late February or early March. The Board will debrief after the hearing and recommendations have been made. Due to the Public Hearing beginning earlier this year and early voting at the Town of Carrboro the hearing may be held at the Town of Chapel Hill. Annette Stone will be checking to see if the OWASA meeting room is available. Annette also informed the Board that the Town of Carrboro staff is going through GARE (Government Alliance on Race and Equity).</p> <p>After much discussion the Board agreed upon the following:</p> <ol style="list-style-type: none"> 1. Staff liaison will keep the time during the hearings. Agencies will have a total of 15 minutes to present their program (s) to the Boards. 2. Board members will not advocate for a particular agency. 3. Members will recuse themselves according to their Board Policies and Procedures. 		

<p>Board Priorities</p> <p>Community Development Block Grant (CDBG) Review Committee</p>	<p>4. Before the first public hearing begins the Boards will take time to introduce themselves.</p> <p>The Board discussed and made several suggestions to the draft Board Priorities. Carolyn Fanelli will make the necessary changes.</p> <p>Jackie Thompson reminded the Board that the CDBG Review Committee would like to have a representative from the Board to serve on the committee to review CDBG Applications.</p> <p>Kate Henz volunteered to serve on CDBG Review Committee.</p>		
New BUSINESS			
Agenda Items	Discussion Point	Motions	Votes/Actions
<p>Staff Updates</p> <p>Human Serviced Advisory Board Applications</p>	<p>Jackie Thompson reported that a second Question & Answer session was held on January 6th. There were approximately 10 nonprofits that came to ask specific application questions. Jackie also reported that the Outside Agency Applications are due by 5pm on Tuesday, January 14th.</p> <p>Jackie Thompson informed the Board that Tisha Buelto submitted a letter of</p>		

	<p>resignation due to moving out of the area.</p> <p>The Board currently has two applicants that are interested in the HSAB. The Board had a discussion about board composition and if a new member came aboard they would be coming in the middle of Outside Agency Public Hearings. The new member would not be familiar with the Human Services Framework, Outside Agency Application or Hearing Process.</p> <p>After much discussion the Board decided that they would continue with the recruitment process and give the current applicants an opportunity to meet the Board and attend a meeting.</p>		
ADJOURNMENT	The meeting adjourned at 8:10pm.	Amy Liu moved and Kate Henz seconded a motion to adjourn.	The motion was adopted unanimously (5-0)
Next Meeting –February 4, 2020			