

**Wake County Human Services Board  
Meeting Minutes  
August 23, 2018**

**Board Members Present:**

Dr. Betsy Van Benthuyzen  
Edward Buchan  
Stephanie Treadway  
Mayor Frank Eagles  
Dr. James Smith, III  
Dr. John Perry  
Margaret Raynor  
Dr. Randy Marsh  
Angie Welsh  
David Cottengim

**Staff Members Present:**

Crystal Farrow  
Ken Murphy  
Dr. Joseph Threadcraft  
Paige Rosemond  
Debra Baker  
Dr. Sue Lynn Ledford

**Guests Present:**

Patrice Jananne O'Connell  
Melanie Davis-Jones

**Call to Order**

Chair Dr. James Smith called the meeting to order at 7:35am.

**Reflections**

Ms. Stephanie Treadway spoke about two homeless families that her church is hosting and that her church members work as a group to prepare the rooms for these families to live in. She spoke about the two families and the different financial situations that they have found themselves in. This is an opportunity for these families to live in the church for 12 weeks to help them get back on their feet and the church members create teams to help the families, such as different teams that prepare meals for the families. She spoke about everyone in the church giving their time for these families and connected it to the Human Services Board and how everyone volunteers their time for the community as well. She spoke about a Facebook post that she wrote this morning as she reflected on how people can volunteer to help others and that anyone in any situation can volunteer their time no matter how much or how little they have.

**Chairs Privilege**

Chair Dr. James Smith discussed the Board members expiring terms and asked the members whose terms are expiring in November to consider accepting reappointment to the Board.

**Approval of Minutes**

Chair Dr. Smith asked for a motion to approve the July 26, 2018 regular meeting minutes. There was a motion by Mayor Frank Eagles and Ms. Stephanie Treadway seconded. The minutes were unanimously approved.

Chair Dr. Smith then asked for a motion to approve the July 26, 2018 closed session meeting minutes. There was a motion by Mayor Frank Eagles and Ms. Stephanie Treadway seconded. The closed session meeting minutes were unanimously approved.

**Next Board Meeting – September 27, 2018****Human Services Board Applicant Interview**

(Presented by Dr. James Smith)

The Board members took turns asking questions of the new candidate, Ms. Patrice Jananne O'Connell, and then discussed her qualifications. After the interview several of the Board members mentioned to the Chair that the interview questions being used are dated and need to be revised. Dr. Smith stated that he would set up a Committee to review and revise the interview questions.

**Dr. Smith then asked the Board for a motion to recommend that the Board of Commissioners appoint Ms. Patrice Jananne O'Connell to the Wake County Human Services Board. A motion was made by Mr. Ed Buchan and seconded by Ms. Raynor. The Board voted unanimously to recommend Dr. Patrice O'Connell to be appointed to the Board.**

**Review of Wake County Human Services Board Operating Procedures – GOV.BRD 100 [Accreditation Benchmark #34.2]**

(Presented by Dr. James. Smith)

Dr. Smith briefly reviewed the content of the Board Operating Procedures. Ms. Debra Baker then presented a list of possible revisions and explained that she had taken notes of all questions by Board members throughout the last year pertaining to items related to the Operating Procedures. The following items were discussed:

1. Referencing the section of the Treasurer on Page 2 there was discussion on the statement "Board authorized disbursements from the fund will require the three signatures of the Board officers: the Treasurer, the Chair, and the Vice Chair." It was unanimously agreed that the Treasurer and the Board Chair should both sign checks written from the Human Services Board Fund and that due to the bank being unable to provide a three-signature check this was the appropriate course of action.
2. There was some discussion concerning the Committee terms on Page 4. The possibility of reducing Committee terms to two-year terms had been discussed earlier in the year. After extended discussion it was decided that the Committee terms should remain as four-year terms.

3. Upon review of Appendix A, Page 12 the organization chart on this page is outdated. There was some discussion concerning the Adjunctive Committees. There are several committees that no longer exist, and Mayor Eagles discussed the Regional Networks Committee and that it had recently started meeting again. Mayor Eagles stated that he would like to see the Regional Networks Committee made in to a standing committee. Dr. Smith then recommended that the adjunctive Committee structure be dropped, and the Regional Networks Committee be made a standing Committee.

**Dr. Smith motioned that the Regional Networks Adjunctive Committee become a standing Committee and that the Housing and Temp Advisory Committees cease to exist and that the Complaint Review and Client rights Committee now become a function of the Social Services Committee. The Chair of the Board has the authority to create an advisory and ad hoc Committee as needed. Ms. Treadway seconded the motion and it was approved unanimously by the Board members.**

**Mr. Ken Murphy reminded the Board members that this is a review of this document and once the changes are made from today's discussion it will be edited and brought back to the Board members for their approval.**

**Review of Wake County Human Services Board Policy on Consumer and Community Input – Board Policy 300 2.2 [Accreditation Benchmark #38.3]**

(Presented by Dr. James. Smith)

Ms. Debra Baker pointed out to the Board members that on Page 2 under the Subject Matter Consultant(s) section former Board member Leila Goodwin is still listed. Dr. Smith made a motion to delete Ms. Goodwin from the policy and it was motioned and seconded. Dr. Perry asked about the role of a subject matter consultant and why this is listed on this policy. There was brief discussion of why this is on this policy and if it is needed. Dr. Smith consulted with the Assistant County Attorney and it was decided that this section is not required. After a brief discussion between the Board members it was decided that this section should be deleted from the Policy.

**Dr. Smith asked for a motion to remove section VI on Page 2 of the Wake County Human Services Board Policy on Consumer and Community Input, Board Policy 300 2.2 in its entirety and Mr. David Cottengim seconded. The Board voted unanimously to remove this section from this Policy.**

**Review of Wake County Human Services Board Rules of Appeal – Board Policy 300 2.4 [Accreditation Benchmark #35.1]**

(Presented by Dr. James. Smith)

Ms. Debra Baker explained that the room number listed on Page 4, section III, number 7, the Hearing Office location, is a closet in the Directors office. It was discussed briefly why it was necessary to list a room number and after consultation with the County Assistant Attorney the Board members decided this should be changed to Wake County Human Services Center, 220 Swinburne Street, Raleigh, NC 27620.

**Dr. Smith motioned for this change on Page 4, Section III, number 7 of the Wake County Human Services Board Rules of Appeal, Board Policy 300 2.4 and Ms. Margaret Raynor seconded. The Board voted to unanimously approve this change.**

**Board Committee Chairs' Reports:**

- Social Services Committee Chair Ms. Angie Welsh – Ms. Welsh spoke about the accomplishments of the Committee and spoke about her appreciation for the staff that have presented this year and helped the Committee understand more about all the various things that Child Welfare is responsible for. Ms. Welsh spoke about the wide variety of reports that have been presented on different aspects of Child Welfare. She then spoke about the Fatherhood Initiative presentation and suggested that the Human Services Board hear this presentation as well. Ms. Welsh also discussed the work plan and priorities for 2019 and that all the work they had done this year has prepared them to move forward. She suggested that both Committees come together to see if there are any efforts that can be aligned between the two committees that could lead to more priorities for this Board. There was a consensus and Dr. Smith suggested that a group of Board members meet to discuss an agenda for a combined meeting before the end of this year.
- Public Health Committee Chair Ms. Margaret Raynor – Ms. Raynor spoke about the presentation she was involved in at the recent 2018 National Association of Local Boards of Health (NALBOH) Conference. The presentation focused on food service and how the Summer Food Program has grown and there were copies of the presentation provided to each Board member.
- Regional Networks – Mayor Eagles informed the group that the annual Joint CAC Meeting is scheduled for November 8<sup>th</sup> and will take place at the Commons building. Dr. Smith asked that Ms. Debra Baker forward the event details to all Board members.

**Human Services Directors Report**

(Presented by Ms. Crystal Farrow)

North Carolina's vision and goals for Medicaid Managed Care are:

**Vision:** By implementing managed care, and advancing integrated and high-value care, North Carolina Medicaid will improve population health, and support providers and establish a sustainable program with more predictable costs.

**Goals:**

Measurably improve health

Maximize value to ensure program sustainability

Increase access to care

Build on successes in current system

Ms. Farrow then gave a high-level overview of the effects of the Medicaid transformation and went into detail on how it will affect the agency. She discussed the move to managed care, the excluded services and populations, those who will be included, and the standard and tailored plans. She then reviewed the projected timeline and the impacts the transformation will have on Wake County Human Services.

### **Environmental Services Director's Report**

(Presented by Dr. Joseph Threadcraft)

Dr. Threadcraft spoke about the presentation that he hosted at the 2018 National Association of Local Boards of Health (NALBOH) Conference along with Dr. Smith and Ms. Ann Rollins. It was titled Building Healthier Communities in a Core Environmental Areas. This presentation showcased the work that the Human Services Board and the Public Health Committee have been involved with that has improved the quality of life for residents of Wake County. The six functions of public health were integrated into the presentation and showed the application of these throughout the community. The model used was a collaborative leadership model that incorporated the support of the Human Services Board, the Board of Commissioners, the County Managers office, and actual sub-committees that were formed to provide community input. The presentation showcased an overview of Wake County and the growth taking place that is challenging resources. Dr. Threadcraft then gave a brief overview of different sub-committees that the Board is and has been involved in.

### **Participation in Community Events:**

- Dr. Smith reported that September is Prostate Cancer Awareness month and that he will be participating in awareness events throughout the month. He also reported that October is Breast Cancer Awareness month.
- Ms. Stephanie Treadway let the members know that there will be a Recovery Rally held in Mordecai on September 8<sup>th</sup>.

### **ACTION ITEMS:**

- Dr. Smith will create an executive Committee to create an agenda for a combined Committee meeting to work on priorities for 2019.
- Dr. Smith will create an executive Committee to revise the interview questions used for Board candidates.
- Ms. Angie Welsh suggested that the Fatherhood Initiative presentation be moved to the Human Services Board. Dr. Smith agreed and asked Ms. Baker to coordinate this presentation.
- Ms. Angie Welsh motioned that Regional Networks should be included in the Board Committee reports section and it was seconded and unanimously approved.
- Board members asked for a copy of the Medicaid Transformation presentation that Ms. Farrow had presented. Ms. Baker will coordinate with Ms. Farrow to send Board members the most updated presentation.
- Ms. Baker was asked to forward the information for the Regional networks annual joint CAC meeting to all HS Board members.

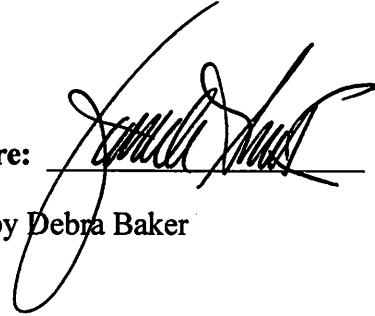
**Public Comment**

None

**Adjournment**

The meeting was adjourned at 9:45 am.

**Board Chair's Signature:**

A handwritten signature in black ink, appearing to be 'Debra Baker', written over a horizontal line.

**Date:**

9/27/18

Respectfully submitted by Debra Baker