



Draft-Advisory Board Action Minutes

Meeting Date/Time: November 14, 2018 at 6:30pm

Members Present: Sammy Bauer, Carolyn Fanelli, Kate Henz (Chair), Amy Liu and Josh Ravitch (Vice Chair)

Members Absent: Mary Andrews and Tisha Buelto,

Staff and Others Present: Jackie Thompson and Sarah Vinas

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 and Tisha Buelto.		
Petitions from the Public	<p>Kate Henz recognized and welcomed the members of the public in attendance.</p> <p>Mr. Jim Merritt and Mr. Bruce Rundberg from the Veterans Memorial informed the Board that they were seeking funding from the Town and was instructed that the Human Services Advisory Board recommends funding to the Town Council. Jackie Thompson explained the Outside Agency Application process. She also informed them that there would be an application orientation on November</p>		

	27 th from 9:00am-11:00am at the Chapel Hill Public Library and they were welcome to attend to learn more about the application process.		
Approval of Agenda	Kate Henz asked that the agenda be amended to add the following: 1. Additional Outside Agency Application Information. 2. Charge of Human Service Advisory Board.	Carolyn Fanelli made and Sammy Bauer seconded a motion to amend the agenda.	The motion was adopted unanimously (4-0)
Approval of November 14, 2018, Action Minutes		Carolyn Fanelli made and Sammy Bauer seconded a motion to approve the November 14, 2018, Action Minutes.	The motion was adopted unanimously (4-0)
OLD BUSINESS			
Human Services Outside Agency Application	<p>Jackie Thompson informed the Board that we are still waiting to receive Orange County's Work Statement to be include in the application.</p> <p>Jackie reported that we have also included a chart for agencies applying for funding from the Towns of Chapel Hill and Carrboro to report information about their Strategic Objective, Intermediate Results and Performance Indicators for each program that they are applying for.</p> <p>Jackie informed the Board that proof of insurance would not be required at the time of application submission. This change was made due to information gathered from the annual Human</p>		

<p>Human Services Results Framework & Performance Workshop</p>	<p>Service Survey. Several small Human Service Agencies reported that it was a cost burden for them to get the insurance and they not may not be awarded funding.</p> <p>There have also been changes made to the Automobile Liability Insurance, which states that “only required for agencies doing travel as part of the agreement with the Town” and the Sexual Abuse & Molestation states that “only required for agencies doing direct work with minors (under the age of 18).</p> <p>Jackie Thompson reported that the workshop was held on October 22nd with 55 agency staff and Board members in attendance. The facilitators were Carolyn Fanelli of the HSAB and Edward Haugh, from Executive Service Corp. Jackie also stated that we received positive feedback on the post evaluations. Carolyn Fanelli gave a brief overview of the workshop.</p>		
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Human Services Advisory Board Charge	Due to the hour the Board has decided to table their discussion on Human Services Advisory Board Charge until next month.		
ADJOURNMENT	The meeting adjourned at 8:30 p.m.	Josh Ravitch moved and Carolyn Fanelli seconded a motion to adjourn.	The motion was adopted unanimously 4-0).
Next Meeting –December 4, 2018			